

Board of Selectmen
Municipal Office Complex
Meeting Rooms 1/2
December 5, 2018
Regular Meeting Minutes

Selectmen Present: E. Lyman; S. Link; R. Smith

Also Present: H. Aitken; A. Blaschik; E. Blaschik; K. Blaschik; L. Bonadies; D. Dill; E. Dill; R. Dill; D. Faipler (EHN); T. Gelston; B. Perry; L. Salicrup; L. Salicrup; Officer J. Smith; L. Zemienieski and other members of the public.

1. First Selectman Lyman called the Board of Selectmen's meeting to order at 7:00 p.m. and the attendees said the Pledge of Allegiance.
2. Approval of Agenda: Motion made by Mr. Lyman, seconded by Mr. Smith, to approve the Agenda as written. Unanimous aye.
3. Approval of Minutes: Regular Meeting of November 7, 2018 and Special Meeting of November 13, 2018.

The Selectmen reviewed the minutes of the November 7, 2018 meeting.

Motion made by Mr. Lyman, seconded by Ms. Link, to approve the minutes of the Regular Meeting of November 7, 2018, as written. Unanimous aye.

The Selectmen reviewed the minutes of the November 13, 2018 meeting.

Motion made by Mr. Lyman, seconded by Mr. Smith, to approve the minutes of the Special Meeting of November 13, 2018, as written. Ms. Link abstained from the vote and the motion passed by a majority of ayes.

In response to a request from Ms. Link, Mr. Lyman agreed to look into having the Selectmen's Outlook calendars automatically populated when meeting invites are sent out and accepted.

4. Correspondence
 - A. Resident Letter – Revaluation: Mr. Lyman called the Selectmen's attention to a copy of a letter in their meeting packets from Sarah Gworek requesting reimbursement for over-payment of taxes due to an error in the valuation of her property. He advised that the Town had reimbursed Ms. Gworek for 3-years of overpayment; however, state statute does not allow adjustments beyond 3-years. He stated that the Town's attorney confirmed that no additional reimbursement can be made. The Selectmen agreed that this was an unfortunate situation.
 - B. 2019 DOT Construction Season – Tentative Vendor-in-Place Paving Program: Mr. Lyman called the Selectmen's attention to a copy of a letter in their meeting packets, dated November 5, 2018, from Douglas Harris, Director of CT DOT Transportation Maintenance. He advised that the Department is notifying the Town of its tentative paving program for the 2019 construction season.
5. First Selectmen's Report

Mr. Lyman advised that the Governor has signed a major disaster declaration in connection with the severe rain storms that occurred on September 25th and 26th. He stated that this means FEMA will reimburse the Town 75% of eligible costs, which are approximately \$3.7M. Mr. Lyman noted that private citizens and corporations will be eligible for low-interest loans.

A. Responses to Previous Meeting Questions: Mr. Lyman provided the following information concerning questions raised at the November 7th Selectmen's meeting:

- As a follow-up to Ms. T. Dickinson's concern about appropriate checks and balances related to change orders on the Town's road work, Mr. Lyman advised that the incident she referenced was one of a number of change orders on the related project and he could not provide any insight as to why it wasn't documented since he was not in office at the time; however, he stated that any change orders that occur during his tenure will be thoroughly documented. There was a brief discussion regarding the accepted process of approving change orders.
- He explained the placement of double yellow lines on roads where the horizontal curve signs were installed was part of the state's project that the Town agreed to have implemented.
- He confirmed that Mr. Brownell's inquiry regarding notification to the Gateway Commission of an alternate appointment was sent to the applicant and RiverCOG.
- He advised that due to conflicts in Mr. Brownell's and Mr. Thomas' schedules, the Financial Needs Roundtable meeting was changed from November 14 to December 3. The next meeting of the Financial Needs Roundtable had been rescheduled to February 4th.
- In response to Mr. T. Gelston's comment about the best approach to recycling, Mr. Lyman advised that Willimantic Waste, where the Town's recycling is sent, mandates single-stream recycling.

Mr. Lyman reported that the parking area adjacent to the Municipal Office Complex's main entrance has been re-paved and portions of the concrete re-done to make it ADA compliant. He confirmed the work was done at no cost to the Town.

Mr. Lyman advised that the Town's attorney will participate in the December 6th CT Superior Court hearing regarding whether or not the Town can assume ownership of the East Haddam Free Public Library building.

6. Citizen's Concerns: The following citizen's concerns were discussed at the meeting:

- In response to a question raised by Mr. E. Blaschik, Mr. Lyman advised that he had informed the state that the Town had voted down DOT's proposal to install rumble strips on Routes 82. He stated that the DOT then advised that they would like to install rumble strips on Route 156 at Route 82 and he informed them that the Town does not want the rumble strips in that location either. He confirmed that DOT's proposal to install rumble strips at the noted locations will not occur.

7. Unfinished Business

- A. East Haddam Village Revitalization Committee (EHVRC) Update: Mr. Lyman reported that a Brownfield grant application for cleanup of the old Town Office Site was submitted and he expects a response by mid-December. He advised that the RFQ is being finalized and will include questions related to the developer's plans for the site.

Mr. Lyman further stated that he expects a response on the \$18M BUILD Grant for the Swing Bridge walk-way will be announced in December.

- B. Transfer Station Committee Final Report Discussion & Solid Waste Facility Ordinance: Mr. Lyman reported that the plans for reversing the traffic flow at the Transfer Station have been developed and a backdoor for the hopper is on-order. He advised that Public Works Director Lunt will initiate work to accommodate the reversal of traffic flow after the new door is installed.

In response to questions raised by Mr. Smith, Mr. Lyman stated that the Town cannot move forward with self-hauling due to union negotiations with the Transfer Station employees but he expects to have the residents discuss and vote on the bag-system through the Public Hearing/Town Meeting process sometime in January. He noted that, if the proposal passes, the commercial haulers have agreed to discontinue using the Town's Transfer Station. If the proposal fails, the Town may institute a charge for Transfer Station stickers instead.

- C. Citation Hearing Procedure Ordinance Discussion: There was no update on this agenda item.
- D. Control of Animals Ordinance Discussion: New ordinance. Mr. Lyman advised that the draft ordinance prepared by Land Use Director Ventres, the Animal Control Officer and the Agriculture Commission was enclosed in the Selectmen's meeting packets. He stated that language regarding the Citation Hearing Procedure Ordinance would need to be added when/if that ordinance is passed. He also stated that the potential Public Hearing date for the Control of Animals and Trailer Ordinances is January 9, 2019. There was a general discussion regarding the delay in finalizing the Citation Hearing Procedure Ordinance.

Motion made by Mr. Mr. Lyman, seconded by Mr. Smith, to hold a Public Hearing to review and discuss the draft language for a Control of Animals Ordinance. Unanimous aye.

- E. Trailer Ordinance Discussion: Mr. Lyman reiterated that the Public Hearing date for this ordinance and the Control of Animals Ordinance is January 9, 2019.

Motion made by Mr. Lyman, seconded by Ms. Link, to hold a Public Hearing to review and discuss the amendments to the existing Trailer Ordinance. Unanimous aye.

- F. Crisis and Strategic Communications Plans Services: Ms. Link provided an update on the Committee's progress and reviewed their recommendations. She stated that the Committee's biggest concern was the Town Police Department's average response time to emergencies due to the size of the Town and noted that several of their recommendations stemmed from that concern. She advised that he Committee is not going to disband but will re-engage once the Town decides on whether or not to adopt the presented recommendations.

Motion made by Mr. Lyman, seconded by Ms. Link, to accept the recommendations of the Crisis and Strategic Communications Plans Committee and forward to the Board of Education for their review and consideration.

There was a general discussion regarding the process of moving the Committee's recommendations forward. The Selectmen discussed the recommendation and Mr. Lyman raised several concerns about its wording. He proposed several revisions. Mr. Smith stated he would like more time to consider the recommendations and Ms. Link requested the Finance Director attend the next Selectmen's meeting to discuss the process of budgeting for the role of School District Resource Officer (SDRO). Mr. Smith recommended meeting with the Committee in Executive Session for additional discussion of their recommendations. The Selectmen agreed to postpone the vote on this motion.

8. New Business

- A. Homeland Security Memorandum of Agreement Resolution: Mr. Lyman explained that the Homeland Security Memorandum of Agreement is related to a state regional collaboration grant and that the funding goes to Region 3 REPT and benefits all Region 3 towns.

Motion made by Mr. Lyman, seconded by Mr. Smith, to recommend the adoption of the following resolution:

RESOLVED, that the Town of East Haddam may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that Emmett J. Lyman as the First Selectmen of the Town of East Haddam is authorized and directed to execute and deliver any and all documents on behalf of the Town of East Haddam and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

Unanimous aye.

- B. Letter of Support and Commitment – Urban Act Public Safety Grant: Mr. Lyman called the Selectmen's attention to a copy of a letter in their meeting packets, dated November 27, 2018, from the Town of Essex on behalf of Valley Shore Emergency Communications. He reviewed the letter which advised that Valley Shore was awarded a \$1.25M grant for upgrades to the emergency radio dispatch system serving 11 towns. He advised that the upgrade will interconnect all member Towns and allow coordination with adjoining systems. Mr. Lyman noted that, in order for the Office of Policy and Management to prepare the grant contract for Essex, they require letters of intent reflecting their support and commitment of this project from each of the member towns and neighboring non-member towns where grant funded work will be performed.

Motion made by Mr. Lyman, seconded by Mr. Smith, to send a letter of intent to the Town of Essex from the Board of Selectmen regarding the grant of \$1,250,000 received by the Town of Essex, on behalf of Valley Shore Emergency Communications for upgrades to the outdated emergency radio dispatch system serving 11 towns reflecting East Haddam's support and commitment of this project.

In response to questions raised by Ms. Link, Mr. Lyman confirmed that there would be no cost to the Town for the upgrades and that the upgrades would not interfere with the Town's current Emergency Management communications project.

Unanimous aye.

- C. Call for Town Meeting: Mr. Lyman called the Selectmen’s attention to materials in their meeting packets related to a call for Town Meeting.

Motion made by Mr. Lyman, seconded by Mr. Smith, to approve the following call for town meeting:

The Electors and citizens of the Town of East Haddam, Connecticut qualified to vote in Town Meeting are hereby warned and notified that the Annual Town Meeting will be held in the Town Meeting Hall on Town Street in the said Town of East Haddam, at 8:00 p.m., Tuesday, December 18, 2018 for the following purposes, to wit:

Item 1: To consider and act upon the recommendation of the Board of Selectmen and Board of Finance to accept a grant in the amount of \$24,800.00 from the State of Connecticut Department of Transportation, entitled “FY 2019 Comprehensive DUI Enforcement Program for Municipalities”.

Item 2: To consider and act upon the recommendation that the Board of Selectmen be authorized to enter into all necessary agreements with the Transportation Commissioner of the State of Connecticut for the receipt of State Aid for town highways in accordance with the General Statutes of Connecticut.

Item 3: To consider and accept the Annual Town Report for the fiscal year ended June 30, 2018. Unanimous aye.

- D. Beer & Wine Approval – Rathbun Library: Mr. Lyman called the Selectmen’s attention to a copy of an email in their meeting packets from Michael Gilroy, dated November 21, 2018, advising that the Library is co-hosting the annual Light Up the Holidays Silent Auction Party on December 8th and would like to serve beer & wine.

Motion made by Mr. Lyman, seconded by Mr. Smith, to approve beer and wine service at the Rathbun Library for the “Annual Light Up the Holidays Silent Auction Party” on December 8, 2018. Unanimous aye.

- E. Board/Commission/Committee Changes (BOFC)

Board of Fire Commissioners

Mr. Lyman called the Selectmen’s attention to the November minutes of the Board of Fire Commissioners recommending a reappointment on the Board of Fire Commissioners.

Motion made by Mr. Lyman, seconded by Mr. Smith, to reappoint Howard Bogue for a second three-year term to expire January 1, 2022 as a member of the Board of Fire Commissioners. Unanimous aye.

- F. Tax Refunds: Mr. Lyman called the Selectmen’s attention to five tax refunds.

Motion made by Mr. Lyman, seconded by Mr. Smith, to award tax refunds in the amounts presented.

- \$186.99 to Sarah Gray,
- \$568.37 to ACAR Leasing LTD.
- \$339.01 to Gelco Fleet Trust.
- \$147.50 to Betsey Borg, and
- \$ 24.91 to Toyota Lease Trust.

Unanimous aye.

There was a brief discussion regarding the Ms. Gworek’s request for a reimbursement of overpaid taxes discussed earlier in the meeting. Tax Collector Dill was recognized and she advised that the Town had credited Ms. Gworek’s account for 3-years of overpaid taxes and, since it was the Town’s error and no refund had been made, the Selectmen did not have to approve the action.

9. Public Comment: The following public comment was discussed at the meeting:

- Mr. R. Dill stated that the discussion of how the budgeting for the SDRO will be handled should be held in a public forum.
- Mr. R. Dill expressed his concern about his perception that the commercial haulers are “dictating” whether or not the Town will move to a bag-system at the Transfer Station.
- Lou Salicrup commented on the commercial haulers use of the Transfer Station. He also expressed concern about delaying the process of implementing the recommendations of the Crisis and Strategic Communications Plans Services Committee.

10. Selectmen’s Discussion

- A. East Haddam Holiday Doors – Village Stroll (12/8/18 from 4:00-8:00pm): Mr. Lyman reminded the Selectmen and attendees of the Holiday Doors Village Stroll event on December 8th.

Mr. Smith expressed concern that the tree removal process is not being prioritized appropriately. In response to a question he raised, Mr. Lyman agreed to follow-up with the Public Works Director Lunt to get additional details about her identification process for the tree removal program.

In response to Ms. Link’s question regarding budgeting for tree removal, Mr. Lyman stated that the Town has been discussing the problem with CIRMA. He further advised that RiverCOG, the Middlesex County Extension Center, and other entities and municipalities have been involved in developing a plan to potentially combine efforts to address the problem.

In response to a question raised by Mr. Smith, Mr. Lyman advised that the use of feller buncher equipment to expedite the removal of trees was investigated and is not feasible to address the Town’s problem. Mr. Smith did not agree with Mr. Lyman’s opinion and agreed to further research contracting with a company that utilizes feller buncher equipment and secure an estimate for the Town.

In response to a question raised by Ms. Link, Tax Collector Dill advised that the policy to pursue delinquent taxes is at her discretion according to CT General Statutes. She confirmed that after 90-days delinquent bills are sent to a collection agency and, after one-year a lien is placed on the properties. There was a general discussion regarding garnishment of wages and Ms. Link expressed concern that some tax delinquencies went on for 3 years. Ms. Dill stated that she would not be

comfortable enforcing tax sale collections any sooner. She noted that the Town still gets the taxes plus a good deal of interest.

Ms. Link expressed her concern about delaying the recommendations of the Crisis and Strategic Communications Plans Services Committee and requested that the motion to forward the Committee's recommendations to the Board of Education be revisited at the next Board of Selectmen's meeting.

In response to a question raised by Mr. Smith, Mr. Lyman stated that he could not provide an update on the status of the Town Wide Radio Project. Ms. Zemienieski stated that Mr. Mansfield had provided a status report to the Board of Finance at their last meeting and his comments would be included in their minutes.

In response to a question from Mr. Smith, Mr. Lyman agreed to look into the delay in completing the repairs to Petticoat Lane this year.

11. Adjournment: There being no additional regular business to discuss, a motion was made by Mr. Lyman, seconded Ms. Link, to adjourn the meeting 8:28 p.m. Unanimous aye.

Recorded

Respectfully submitted,
Susan Link, Secretary