

Board of Selectmen
Municipal Office Complex
Meeting Rooms 1/2
April 3, 2019
Regular Meeting Minutes

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

Also Present: D. Berndtson; A. Blaschik; E. Blaschik; K. Blaschik; L. D'Aquila; D. Denette; R. Dill; J. James; L. James; T. Levesque; J. Moreau; T. Myers; R. Turner; S. Wheeler; L. Woodward; J. Zaid; 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 March 20, 2019

The Selectmen reviewed the minutes of the March 20, 2019 meeting. Mr. Lyman noted the following correction should be made on page 2: "*Melned*" should be spelled "*Melmed*".

Motion made by Mr. Lyman, seconded by Ms. Link, to approve the minutes of the Regular Meeting of March 20, 2019, as amended. Unanimous aye.

4. Correspondence
 - A. Resident Appreciation Letter: A letter from the Curry family thanking Animal Control Officer Olzacki for "...*bringing* [their dog] *Renmy home safe last month*" was reviewed:
5. First Selectmen's Report

Mr. Lyman reported on the following:

- He thanked the Ambulance Association's Board of Directors for approving payment of a stipend to the Town whenever the Fire Department's paid staff transport residents to the hospital during an emergency situation. He noted that the stipend began on April 1st.
- The Town attorney advised that the Reading Room Association and the Town had reached an agreement on the stipulated judgement language and a motion for judgement in accordance with the stipulation will now be filed with the court. Mr. Lyman stated once approved and signed by the court and the Attorney General's Office, the next step is to bring the acceptance of the building by the Town to a Town Meeting for a vote. In response to a question from Ms. Link, Mr. Lyman confirmed that the Town does not have to accept the building.
- William Thody will begin work as the Town's new Building Official on April 8th. He will work a 35 hour week and have regular office and inspection hours.

- A. Responses to Previous Meeting Questions: Following up on questions raised at the March 20th Selectmen's meeting regarding the status of the Ambulance Association, Mr. Lyman asked Ms. D'Aquila to provide a status report.

Ms. D'Aquila reported that the Association has signed a contract with a staffing agency and they will begin orientation the week of April 7th and start work the week of April 15th. She further reported that the Association has finalized its interviews for the EMS Coordinator position.

In response to questions raised by Ms. Link, Ms. D'Aquila advised that the EMS Coordination will report directly to the Association's Board of Directors and confirmed that they are also hiring an EMS Director to support and train the staff.

- 6. Citizen's Concerns: There were no citizens' concerns raised at the meeting

- 7. Unfinished Business

- A. East Haddam Village Revitalization Committee Update: Mr. Lyman reported that four groups had attended the mandatory walk-through of the former Town Office Site on March 29th and all received copies of the RFQ. In response to a question from Mr. Smith, he advised that he is waiting for the Town attorney's final opinion, however, he believes that they will be able to accommodate the contractor that was not able to attend the scheduled walk-through and provide an alternative date for a site visit. Mr. Lyman noted that the completed RFQs must be submitted by May 16th.

- B. Transfer Station Committee Final Report Discussion & Solid Waste Facility Ordinance: Mr. Lyman noted a current staffing issue and then called the Selectmen's attention to a news article he drafted regarding the planned revised traffic flow at the Transfer Station. He requested the Selectmen review the article and provide him with their feedback.

- C. Citation Hearing Procedure Ordinance Discussion: Discussion of this agenda item was postponed.

- D. Control of Animals Ordinance Discussion: Mr. Lyman reported that the Animal Control Officer and Land Use Administrator are working on revisions/clarifications to the draft Control of Animals ordinance.

- E. Sustainable CT – Sustainability Team: Mr. Smith noted that the Town registered to join the state's Sustainable CT initiative and he plans to issue a news release to solicit volunteers for the Town's committee from the community. He noted that over 45% of CT towns have also signed onto the program. He stated that East Haddam has been pro-active regarding a number of the program's goals, however, there is still work that can be done on several others.

Motion made by Mr. Lyman, seconded by Ms. Link, to appoint Rob Smith, James Ventres and Ron Turner as members of the East Haddam Sustainability Team to serve until the desired certification level has been achieved.

In response to Ms. Link's restated concern about over-burdening employees, Mr. Smith stated that the Sustainability Committee will need the Land Use Administrator's and Facilities Director's expertise and insights, however, he assured her that he would not put unreasonable demands on their time.

Unanimous aye.

- F. Cemetery Committee Discussion: Mr. Lyman recognized Facilities Director Turner who provided an overview of the maintenance of the Town's cemeteries. Mr. Smith agreed that the cemeteries are in better shape than they had been but noted that the Cemetery Committee is looking for more definitive direction in the form of a charge for the Committee.

There was a brief discussion regarding the limited space remaining in the Town's cemeteries and Mr. Smith suggested that that would be something the Committee could work on. It was also noted that cataloging and creating a directory of existing burial plots would be a beneficial task. Mr. Smith suggested asking the current members of the Cemetery Committee to create a draft charge for the Selectmen's consideration.

8. New Business

- A. Grant Acceptance – FY 2018 Emergency Management Performance Grant: Mr. Lyman called the Selectmen's attention to a copy of a letter in their meeting packets from Deputy Commissioner Regina Rush-Kittle of the Department of Emergency Services and Public Protection dated March 14, 2019, advising that the Town had been awarded an Emergency Management Performance Grant. In response to a question raised by Mr. Smith, Mr. Lyman confirmed that the Town is the "sub-grantee" and will match the state's \$5,000.00 grant.

Motion made by Mr. Lyman, seconded by Ms. Link, to accept a grant in the amount of \$5,000.00 from the State of Connecticut, Department of Emergency Services & Public Protection, Division of Emergency Management and Homeland Security, entitled "FY 2018 Emergency Management Performance Grant", and send acceptance of said grant to the Board of Finance and then to Town Meeting for approval. Unanimous aye.

- B. RFP Award – Copiers: Mr. Lyman stated that the Town and the Board of Education issued a joint Request for Proposals for copiers. He noted that the copiers for Town buildings include the East Haddam Free Public Library, Rathbun Library, Company #1 Firehouse and the Senior Center. Mr. Lyman advised that the Finance Director and IT Manager reviewed the proposals that had been received and he called the Selectmen's attention to their memo of recommendation, dated April 2, 2019, included in their meeting packets.

Motion made by Mr. Lyman, seconded by Mr. Smith, to award the contract for copiers for East Haddam Free Public Library, Rathbun Library, Company #1 Firehouse and the Senior Center to Office Works. Unanimous aye.

- C. East Haddam Schools Capital Improvement Project Charge Amendment Resolution: Mr. Lyman stated that, in order to begin preliminary work on the Elementary School exterior restoration and window replacement project, it must be added to the East Haddam Schools Capital Improvement Project Committee charge. In response to a question raised by Mr. Smith, Mr. Lyman advised that the projects previously listed on the charge are generally not removed upon completion of the project.

Motion made by Mr. Lyman, seconded by Ms. Link, to send the following change to the charge of the East Haddam Schools Capital Improvement Project Committee to town meeting:

RESOLVED: That an East Haddam Schools Capital Improvements Building Committee is hereby established for the purpose of the completion of the following projects:

- Electrical upgrade at the East Haddam Elementary and Former Nathan Hale-Ray Middle Schools;
- Roof replacement at the Former Nathan Hale-Ray Middle School;
- Asbestos tile removal/tile replacement in the East Haddam Elementary School;
- Asbestos tile removal/tile replacement in the Former Nathan Hale-Ray Middle School;
- Boiler Replacement/Asbestos Removal at the Former Nathan Hale-Ray Middle School;
- Window Replacement at the Former Nathan Hale-Ray Middle School;
- Roof Replacement at the East Haddam Elementary School;
- Fire Alarm System at the East Haddam Elementary School;
- Chimney Replacement at the Nathan Hale-Ray High School;
- Roof Replacement at the Nathan Hale-Ray High School;
- Water Supply System Replacement at the East Haddam Elementary School;
- Underground Oil Storage Tank Replacement at the East Haddam Elementary School; and
- Exterior Restoration and Window Replacement at the East Haddam Elementary School.

Unanimous aye.

- D. Call for Town Meeting: Motion made by Mr. Lyman, seconded by Ms. Link, 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 a Special Town Meeting will be held in the Town Hall on Town Street in the said Town of East Haddam at 8:00 p.m. on Tuesday, April 16, 2019 for the following purposes, to wit:

Item 1: To consider and act upon the recommendation of the Board of Finance to approve a transfer of \$21,725.31 from the General Fund (10549010-58928) to the Board of Education Capital Reserve Fund (3320-10506-25790).

Item 2: To consider and act upon the recommendation of the Board of Selectmen to amend the charge of the East Haddam Schools Capital Improvement Project Committee as follows:

RESOLVED: That an East Haddam Schools Capital Improvements Building Committee is hereby established for the purpose of the completion of the following projects:

- Electrical upgrade at the East Haddam Elementary and Former Nathan Hale-Ray Middle Schools;
- Roof replacement at the Former Nathan Hale-Ray Middle School;
- Asbestos tile removal/tile replacement in the East Haddam Elementary School;
- Asbestos tile removal/tile replacement in the Former Nathan Hale-Ray Middle School;
- Boiler Replacement/Asbestos Removal at the Former Nathan Hale-Ray Middle School;
- Window Replacement at the Former Nathan Hale-Ray Middle School;
- Roof Replacement at the East Haddam Elementary School;
- Fire Alarm System at the East Haddam Elementary School;
- Chimney Replacement at the Nathan Hale-Ray High School;
- Roof Replacement at the Nathan Hale-Ray High School;
- Water Supply System Replacement at the East Haddam Elementary School;
- Underground Oil Storage Tank Replacement at the East Haddam Elementary School; and

- Exterior Restoration and Window Replacement at the East Haddam Elementary School.

A copy of the entire charge, as amended, is on file in the Town Clerk's office. Unanimous aye.

- E. Beer & Wine Approvals – Rathbun Library: Mr. Lyman called the Selectmen's attention to an email in their meeting packets from Michael Gilroy, dated April 1, 2019, requesting beer and wine service be approved for several events being hosted by the Rathbun Library between April 12th through November 6, 2019.

Motion made by Mr. Lyman, seconded by Mr. Smith, to approve beer and wine service at the Rathbun Library for the following 2019 events:

- Friday, April 12th, 6:00 pm – 9:00 pm (Art Show Reception, open to the public)
- Friday, April 20th, 6:30 pm – 8:00 pm (Friends of the Library Guest speaker, open to the public)
- Wednesday, June 5th, 6:00 pm – 9:00 pm (Volunteer reception, not a public event)
- Wednesday, September 4th, 6:00 pm – 9:00 pm (Art Show Setup/meeting, EHAL Members only)
- Friday, September 13th, 6:00 pm – 9:00 pm (Art Show Reception, open to the public)
- Wednesday, November 6th, 6:00 pm – 9:00 pm (Art Show Takedown/meeting, EHAL Members only)

Unanimous aye.

- F. Board/Commission/Committee Changes (ZBA): Mr. Lyman called the Selectmen's attention to correspondence in their meeting packets from Stuart Wood, dated March 11, 2019, and Jim Ventres, dated April 3, 2019, regarding Zoning Board of Appeals membership.

Motion made by Mr. Lyman, seconded by Mr. Smith, to accept, with deep regret, the resignation of Stuart Wood from the Zoning Board of Appeals. Unanimous aye.

Motion made by Mr. Lyman, seconded by Ms. Link, to change the status of Laurie Alt from an alternate member to a regular member, filling a vacant term to expire January 2024 on the Zoning Board of Appeals. Unanimous aye.

In response to a question raised by Ms. Link, Ms. Zemienski confirmed that volunteer applications are posted on the Town's website and that vacancies are posted on the website and, from time-to-time, advertised in the local newspaper.

- G. Tax Refunds: Mr. Lyman called the Selectmen's attention to two tax refunds.

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

- \$277.47 to Daimler Trust, and
- \$607.16 to Lisa M. Shubat.

Unanimous aye.

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

- Mr. R. Dill cited recent news articles about the state’s proposal to install tolls on several CT highways. He noted that a number of towns have passed resolutions against the plan and suggested the Board of Selectmen consider doing the same.
- Mr. J. Moreau thanked the Selectmen for pursuing the payment of stipends by the Ambulance Association when the Fire Department’s paid staff transports residents to the hospital during an emergency situation. He also noted that several of the minutes from the Boards of Selectmen and Fire Commissioners meetings reflect discussions regarding drug testing of the Fire Department personnel. He pointed out that no decision concerning establishing a protocol for drug testing was made at those meetings and it appears that the subject has been tabled. He encouraged the Selectmen also continue to pursuing this matter.
- Ms. D. Denette identified herself as a member of the Cemetery Committee and stated that, on October 17th, she had submitted a memo to the Planning & Zoning Commissioners recommending the updates to the Town’s Plan of Conservation and Development include a goal of identifying land to expand an existing cemetery or to develop a new one.

She also reviewed a situation in which the Town had discontinued its annual contributions to the Hadlyme Congregational Church for the maintenance of its cemetery and is now in arrears by several thousand dollars. It was her stated opinion that that would not have happened if the Cemetery Committee had a written charge which included oversight of its budget. She noted that the Cemetery Committee is the only committee in Town operating without a written charge.

10. Selectmen’s Discussion

- A. Town Wide Clean Up (April 6, 2019): Mr. Lyman called the Selectmen’s attention to a flier in their meeting packets announcing the annual town-wide clean up on Saturday, April 6th. He noted that the Moodus Sportsmen’s Club will host a picnic for the participants after the clean-up.
- B. Budget Public Hearing (April 10, 2019 – HS Auditorium – 7:00 pm): Mr. Lyman advised that a Public Hearing to discuss the proposed budget will be held at 7:00 pm, on April 10th, at the High School Auditorium. He noted that the Selectmen will have to convene a Special Meeting following the Hearing to approve a motion to send the budget to a Town Meeting.

In response to a request from Ms. Link, Mr. Lyman confirmed that Ms. D’Aquila would continue to attend the Board of Selectmen’s meetings and report on the status of mutual aid calls.

11. Adjournment: There being no additional business to discuss, a motion was made by Mr. Lyman, seconded Ms. Link, to adjourn the meeting 7:53 p.m. Unanimous aye.

Recorded

Respectfully submitted,
Susan Link, Secretary