

Board of Selectmen
Municipal Office Complex
Meeting Rooms 1 & 2
April 17, 2019
Regular Meeting Minutes

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

Also Present: A. Blaschik; E. Blaschik; K. Blaschik; D. Brown; L. D'Aquila; R. Dill; A. Donner; D. Faipler; J. Moreau; C. Quinn; S. Wheeler; L. Woodward; L. Zemienieski; Kevin Cavallo; 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. He noted that Selectwoman Link had informed him that she was delayed in getting to the meeting and recommended starting without her.
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 April 3, 2019 and Special Meeting of April 10, 2019

The Selectmen reviewed the minutes of the April 3, 2019 meeting.

Motion made by Mr. Lyman, seconded by Mr. Smith, to approve the minutes of the Regular Meeting of April 3, 2019, as written. Unanimous aye.

The Selectmen reviewed the minutes of the April 10, 2019 meeting.

Motion made by Mr. Lyman, seconded by Mr. Smith, to approve the minutes of the Special Meeting of April 10, 2019, as written. Unanimous aye.

4. Correspondence

There was no correspondence discussed at the meeting.

5. First Selectmen's Report

Mr. Lyman reported on the following:

- He called the Selectmen's attention to information in their meeting packets related to vacant volunteer board and commission positions. He noted a list of current vacancies is always posted on the Town's website and, from time-to-time, is published in the East Haddam News. He stated that the list of vacancies will be posted in the newspaper again on April 25th.
- Suzan Smith, the Town's Economic Development Administrator has submitted her resignation, effective April 23rd. Mr. Lyman noted that Ms. Smith's husband has accepted a position on the west coast and they are moving to Oregon.
- Celebrate East Haddam is scheduled for April 27th from 11:00 a.m. until 3:00 p.m. A granite bench will be dedicated to Jack Herman at the event and on-going donations will be accepted to

fund a scholarship fund in Mr. Herman's memory.

- A. Responses to Previous Meeting Questions: Mr. Lyman followed-up on Mr. Moreau's comments at the April 3rd meeting recommending that drug testing be made mandatory for the Town's emergency services personnel. He stated that he will attend the next Board of Fire Commissioners' meeting on May 7th and will discuss mandatory drug testing with them at the meeting.

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

7. Unfinished Business

- A. East Haddam Village Revitalization Update: Mr. Lyman reported that, after conferring with the Town's attorney, a second walk-through of the former Town Office Site will not be scheduled.
- B. Transfer Station Committee Final Report Discussion & Solid Waste Facility Ordinance: Mr. Lyman called the Selectmen's attention to materials in their meeting packets related to the Transfer Station's revised traffic pattern. He advised that the article had been published in the East Haddam News and it will also be offered as a handout, along with educational information about recycling, at the Town's booth at the Celebrate East Haddam event.

Mr. Lyman stated that he is continuing to meet with the local haulers to work through their concerns. The Selectmen briefly discussed alternate sources for recycling plastics since China is no longer accepting them.

- C. Citation Hearing Procedure Ordinance Discussion: Discussion of this agenda item was postponed.
- D. Control of Animals Ordinance: There was no new update on this agenda item. Mr. Smith noted that the American Kennel Club had submitted a number of comments on the draft ordinance and he expects they will want to see many of them incorporated into the updated draft.
- E. Cemetery Committee Discussion: Mr. Lyman reported that he is gathering information on how other municipalities manage their cemeteries and he is working on determining East Haddam's cemetery needs.

8. New Business

- A. Bid Award – Johnsonville Road Bridge Replacement: Mr. Lyman reported that six contractors had responded to the Town's construction bid for this project. He advised that since this is a Federal Local bridge replacement project, with an 80%-20% award concurrence from the State DOT, state engineering contractor - Close, Jensen & Miller and design engineer - WMC Consulting Engineers, is required.

Motion made by Mr. Lyman, seconded by Mr. Smith, to accept the recommendation of the Public Works Director, State of Connecticut, Department of Transportation and design engineer WMC Consulting Engineers and award the contract for Replacement of Johnsonville Road Bridge over Moodus River to Dayton Construction Company, Inc. in the amount of \$1,698,693.75.
Unanimous aye.

- B. East Haddam Schools Capital Improvement Project Authorizing Resolutions – Nathan Hale-Ray High School Roof Replacement: Mr. Lyman stated the Town was informed last Friday that the requirements from the State of Connecticut Department of Administrative Services (DAS), School Construction Division, on school reimbursement projects have changed and the state will no longer accept the East Haddam School Capital Improvement Projects Committee charge, that has been in use since 2000, as sole authorization for school projects. The DAS now requires individual authorizing resolutions for each project along with several alterations to the charge. Mr. Lyman advised that the amended process will need to be in effect for the Nathan Hale-Ray High School Roof Project and all other reimbursable projects moving forward.

Motion made by Mr. Lyman, seconded by Mr. Smith, to approve the following resolutions for the Roof Replacement Project at the Nathan Hale-Ray High School and send the resolutions to town meeting for approval:

RESOLVED, that the Town of East Haddam authorizes the East Haddam Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the Roof Replacement Project at the Nathan Hale-Ray High School;

RESOLVED, The East Haddam Schools Capital Improvements Building Committee is hereby assigned the Roof Replacement Project at the Nathan Hale-Ray High School; and

BE IT FURTHER RESOLVED, that the Town of East Haddam hereby authorizes the East Haddam Schools Capital Improvement Building Committee to develop schematic drawings and outline specifications for the Roof Replacement Project at the Nathan Hale-Ray High School.
Unanimous aye.

- C. East Haddam Schools Capital Improvement Project Authorizing Resolutions – East Haddam Elementary School Exterior Restoration and Window Replacement:

Motion made by Mr. Lyman, seconded by Mr. Smith, to approve the following resolutions for the Exterior Restoration and Window Replacement Project at the East Haddam Elementary School and send the resolutions to town meeting for approval:

RESOLVED, that the Town of East Haddam authorizes the East Haddam Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the Exterior Restoration and Window Replacement Project at the East Haddam Elementary School;

RESOLVED, The East Haddam Schools Capital Improvements Building Committee is hereby assigned the Exterior Restoration and Window Replacement Project at the East Haddam Elementary School; and

BE IT FURTHER RESOLVED, that the Town of East Haddam hereby authorizes the East Haddam Schools Capital Improvement Building Committee to develop schematic drawings and outline specifications for the Exterior Restoration and Window Replacement Project at the East Haddam Elementary School.

Unanimous aye.

- D. East Haddam Schools Capital Improvement Project Charge Amendment Resolutions:

Mr. Lyman stated that the charge for the East Haddam Schools Capital Improvements Building Committee needs to be amended as noted earlier in the meeting. He stated that this amendment will also add the East Haddam Elementary School exterior restoration and window replacement the project to the charge.

He advised that the changes in the motion for a revised charge are shown as strikethroughs for deletions and underlines for added text.

Motion made by Mr. Lyman, seconded by Mr. Smith, that the charge for the East Haddam Schools Capital Improvements Building Committee be amended and restated in its entirety and said amendments and restated charge be sent to Town Meeting for approval.

East Haddam Schools Capital Improvements Building Committee

~~(Original Charge Town Meeting February 29, 2000)~~

~~(Amended Charge Town Meeting December 20, 2000)~~

~~(Amended Charge Town Meeting April 17, 2001)~~

~~(Amended Charge Town Meeting April 2, 2002)~~

~~(Amended Charge Town Meeting May 30, 2006)~~

~~(Amended Charge Town Meeting June 16, 2009)~~

~~(Amended Charge Town Meeting July 14, 2015)~~

~~(Amended Charge Town Meeting May 3, 2016)~~

RESOLVED: That an East Haddam Schools Capital Improvements Building Committee is was hereby established at Town Meeting on February 29, 2000 for the purpose of oversight the and completion of the following projects Capital Improvements for the East Haddam Schools.

The East Haddam Schools Capital Improvements Building Committee will be assigned projects for the East Haddam Schools by the Board of Selectmen when necessary.

- ~~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; and~~
- ~~Underground oil storage tank replacement at the East Haddam Elementary School.~~

Section 1. The Committee shall consist of 5 members, to be appointed by the Board of Selectmen. The term of office of said members shall continue until each assigned the projects is ~~are~~ complete and accepted by the town and the committee is discharged. Any vacancy on the Committee shall be filled by the Board of Selectmen. The Committee shall select its own chairman and secretary.

Section 2. The members of the Committee shall not receive any compensation for their services. The necessary expenses of the committee shall be included in the estimated project cost and any

appropriation to be requested by the Committee from the Town. All records of the Committee shall be filed with the Town Clerk and open to public inspection in accordance with the applicable state statutes.

Section 3. The Committee is authorized to have the following powers and duties:

- (a) To consult with the Board of Education and its administrators concerning the plans for said projects and the schedule therefor;
- (b) To review and approve all plans for said projects, and to supervise and/or provide for the proper supervision of the projects in the Town's best interest;
- (c) To provide to the Board of Selectmen proper estimates of the project costs and a written request for an appropriation equal to the amount estimated necessary to complete said project in a timely and workmanlike manner;
- (d) To file grant applications that are available to the Town for said projects, and provide or execute any necessary documentation for such grant applications;
- (e) Upon the approval of said appropriation, and subject to the limits thereof, to contract with architects, engineers, contractors and others in the name and on behalf of the town to complete the projects, and approve all expenditures for the projects.
- (f) To develop schematic drawings and outline specifications for the projects.

Section 4. Upon completion of the projects, the Committee shall make a complete report and accounting to the Board of Selectmen.

Section 5. Approved/Assigned Committee Projects:

- Electrical upgrade at the East Haddam Elementary and Former Nathan Hale-Ray Middle Schools (Completed)
- Roof replacement at the Former Nathan Hale-Ray Middle School (Completed)
- Asbestos tile removal/tile replacement in the East Haddam Elementary School (Completed)
- Asbestos tile removal/tile replacement in the Former Nathan Hale-Ray Middle School (Completed)
- Boiler Replacement/Asbestos Removal at the Former Nathan Hale-Ray Middle School (Completed)
- Window Replacement at the Former Nathan Hale-Ray Middle School (Completed)
- Roof replacement at the East Haddam Elementary School (Completed)
- Fire Alarm System at the East Haddam Elementary School (Completed)
- Chimney Replacement at the Nathan Hale-Ray High School (Completed)
- Roof Replacement at the Nathan Hale-Ray High School
- Water Supply System Replacement at the East Haddam Elementary School (Completed)
- Underground oil storage tank replacement at the East Haddam Elementary School (Completed)
- Exterior Restoration and Window Replacement at East Haddam Elementary School

Section 6. Original adoption and Amendment Dates

- Original Charge Town Meeting February 29, 2000
- Amended Charge Town Meeting December 20, 2000

- Amended Charge Town Meeting April 17, 2001
- Amended Charge Town Meeting April 2, 2002
- Amended Charge Town Meeting May 30, 2006
- Amended Charge Town Meeting June 16, 2009
- Amended Charge Town Meeting July 14, 2015
- Amended Charge Town Meeting May 3, 2016

Unanimous aye.

- E. 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 30, 2019 for the following purposes, to wit:

Item 1: To consider and act upon the recommendation of the Board of Selectmen to approve the following resolutions:

RESOLVED, that the Town of East Haddam authorizes the East Haddam Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the Roof Replacement Project at the Nathan Hale-Ray High School;

RESOLVED, The East Haddam Schools Capital Improvements Building Committee is hereby assigned the Roof Replacement Project at the Nathan Hale-Ray High School; and

BE IT FURTHER RESOLVED, that the Town of East Haddam hereby authorizes the East Haddam Schools Capital Improvement Building Committee to develop schematic drawings and outline specifications for the Roof Replacement Project at the Nathan Hale-Ray High School.

Item 2: To consider and act upon the recommendation of the Board of Selectmen to approve the following resolutions:

RESOLVED, that the Town of East Haddam authorizes the East Haddam Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the Exterior Restoration and Window Replacement Project at the East Haddam Elementary School;

RESOLVED, The East Haddam Schools Capital Improvements Building Committee is hereby assigned the Exterior Restoration and Window Replacement Project at the East Haddam Elementary School; and

BE IT FURTHER RESOLVED, that the Town of East Haddam hereby authorizes the East Haddam Schools Capital Improvement Building Committee to develop schematic drawings and outline specifications for the Exterior Restoration and Window Replacement Project at the East Haddam Elementary School.

Item 3: To consider and act upon the recommendation of the Board of Selectmen to accept the following resolution:

BE IT HEREBY RESOLVED, that the charge for the East Haddam Schools Capital Improvements Building Committee established at Town Meeting on February 29, 2000 and amended on December 20, 2000, April 17, 2001, April 2, 2002, May 30, 2006, June 16, 2009, July 14, 2015 and May 3, 2016 be further amended and restated in its entirety to conform to the State of Connecticut, Department of Administrative Services, School Construction Division, current standards and practices. Said amended and restated text is on file at the Town Clerk's Office during normal business hours.

Unanimous aye.

- F. Board/Commission/Committee Changes (REC, EDC): Mr. Lyman called the Selectmen's attention to materials in their meeting packets regarding changes in the Recreation and Economic Development Commissions' membership.

Recreation Commission

Mr. Lyman called the Selectmen's attention to a letter from Sarah Kraszewski resigning from the Recreation Commission as well as the draft minutes from the last Recreation Commission meeting recommending an appointment.

Motion made by Mr. Lyman, seconded by Mr. Smith, to accept, with regret, the resignation of Sarah Kraszewski from the Recreation Commission. Unanimous aye.

Motion made by Mr. Lyman, seconded by Ms. Link, to appoint Steven Blanchard as a regular member to fill a vacancy on the Recreation Commission with a term to expire July 1, 2021. Unanimous aye.

Economic Development Commission

Mr. Lyman called the Selectmen's attention to a copy of an email in their meeting packets from Fred Weissbach submitting his resignation from the Economic Development Commission.

Motion made by Mr. Lyman, seconded by Mr. Smith, to accept, with regret, the resignation of Fred Weissbach from the Economic Development Commission. Unanimous aye.

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

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

- \$ 258.87 to Santander Bank,
- \$1,160.22 to Suzon Lapreay, and
- \$ 520.24 to Nissan Infinity LT.

Unanimous aye.

9. Public Comment: In response to a question from Ms. L. Woodward, Mr. Lyman stated that a meeting has been scheduled for April 23rd to discuss the options available for the Memorial Day Parade. He noted an invitation to the meeting was sent to the Ambulance Association.

Mr. Lyman asked Ms. D'Aquila to provide an update on the Ambulance Association's efforts to minimize mutual aid calls. Ms. D'Aquila advised that the Association has signed a contract with Vintech Management Services to supplement the Association's volunteer staff and that Mr. David

Brown had accepted the position of EMS Director. Ms. D'Aquila noted that she has kept the Ambulance Association's oversight agencies informed of their efforts to alleviate mutual aid calls and they are pleased with the Association's progress.

EMS Director Brown introduced himself and provided a brief history of his background and qualifications. He stated that he met informally with Fire Chief Auld and they will continue to work together to deliver high-quality emergency services to the citizens of East Haddam.

In response to questions raised by Ms. Link, Director Brown confirmed that his position with the Ambulance Association is a part-time role and that he will respond to emergency calls whenever possible.

In response to questions raised by Ms. Link, Ms. D'Aquila stated that a retainer fee was not paid to Vintech for their services. She advised that they will be compensated on an hourly basis. Ms. Link observed that the Town may not receive the same level of annual contribution from the Ambulance Association that it has in the past; however, she feels that is a reasonable compromise for reducing mutual aid calls.

10. Selectmen's Discussion

A. Budget Town Meeting (April 24, 2019 – Town Meeting Hall – 8:00 pm): Mr. Lyman advised that a Town Meeting to discuss the proposed budget will be held at 8:00 pm, on April 24th, at the Town Meeting Hall. He noted that a referendum on the budget is scheduled for May 7th.

11. Adjournment: There being no additional business to discuss, a motion was made by Mr. Lyman, seconded Mr. Smith, to adjourn the meeting 7:40 p.m. Unanimous aye.

Recorded

Respectfully submitted,
Susan Link, Secretary