

Board of Selectmen  
Municipal Office Complex  
Meeting Rooms 1/2  
August 7, 2019  
Regular Meeting Minutes

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

Also Present: A. Blaschik; E. Blaschik; K. Blaschik; R. Casner; R. Dill; A. Donner; D. Faipler; A. Kiley; B. Kiley; B. Lunt; J. Maynard; W. Thody; R. Turner; S. Wheeler; J. Zaid; L. Zemienieski; R. Ziobron, 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 Ms. Link, to approve the Agenda as written. Unanimous aye.
3. Approval of Minutes: Regular Meeting of July 17, 2019

The Selectmen reviewed the minutes of the July 17, 2019 meeting.

Motion made by Mr. Lyman, seconded by Ms. Link, to approve the minutes of the Regular Meeting of July 17, 2019, as written. Mr. Smith abstained from the vote and the motion passed by a majority of ayes.

4. Correspondence
  - A. Mount Parnassus Construction Notice: Mr. Lyman called the Selectmen's attention to a copy of an informational notice in their meeting packets from the CT Department of Transportation. He advised that the state will be replacing a pipe on Mt. Parnassus Road, between Bogue Lane and Shanaghan Road which will require a road closure. He noted that the work is scheduled to begin on August 13<sup>th</sup> and be completed by August 14<sup>th</sup> and a detour will be in place. Following later in the month the State will be paving Mt. Parnassus from Town Farm Road to Route 82. The expected time frame for paving is August 19 – August 22.
5. First Selectmen's Report
  - A. CIRMA Member Equity Distribution: Mr. Lyman called the Selectmen's attention to a copy of a letter in their meeting packets from David Demchak, President and CEO, and Jayme Stevenson, Chairman of the Board of Directors of CIRMA, dated July 15, 2019. Mr. Lyman advised that the letter thanked the Town for its continued membership in CIRMA and included a Members' Equity Distribution check in the amount of \$24,311.00. He noted that the Town has received a total of \$98,944.00 in Members' Equity Distributions since the program began in 2011.
  - B. FEMA Projects Update: Mr. Lyman recognized Public Works Director Lunt who advised that she had submitted paperwork to FEMA for a total of approximately \$550,000.00 in reimbursement for infrastructure repairs related to the September 25-26, 2018 storms. She stated that FEMA has imposed a completion date for the repairs of June 2020; however, she may request an extension to that date.

Director Lunt stated that, to date, Public Works has completed several significant storm-related projects and is putting plans in place to begin work on the next large projects on her priority list. She noted that the staff continues to work on smaller repairs as time allows.

In response to a question from Mr. Smith, Ms. Lunt reported that the work at Hemlock Valley Road needs to be evaluated by an engineer and she is working on putting together an RFQ for the job. In response to a question from Ms. Link, Director Lunt stated she expects the RFQ will be released by the end of August.

There was a brief discussion regarding repairs at Bonfoey Road and Ms. Lunt advised that a consultant is reviewing the damage and she is hopeful the estimate will come in below bidding requirements.

C. Responses to Previous Meeting Questions: Mr. Lyman provided the following additional information regarding citizens' questions raised at previous meetings:

- Foxtown Road is now open to traffic.
- One candidate has moved forward in the hiring process for a new full-time police officer. The candidate has passed all tests administered to date. The applicant will advance to the next interview level and, if hired, s/he and all other full-time members of the police force will be eligible to apply for the open School Resource Officer position. Applicants for the SRO position would be interviewed to determine the candidate with the best fit and Ms. Link encouraged Mr. Lyman to review the recommendations of the Crisis and Strategic Communications Plans Committee for the make-up of the SRO hiring panel.

Mr. Lyman provided the following additional information for his report:

- Paving will be done at Fire Company #1 starting August 13<sup>th</sup> or 14<sup>th</sup> and should be completed by August 16<sup>th</sup>.
- He has not yet received the necessary insurance and permit paperwork to approve Steady Habits' request to serve beer at the August 10<sup>th</sup> Disc Golf Tournament at Nichols Field.
- Chatham Health District (CHD) currently underwrites the cost of Everbridge using funds it receives from the state of CT; however, the state has put CHD on notice that it will no longer allow the funds it contributes to the agency to be used for that purpose. Consequently, CHD is considering alternative options. Mr. Lyman noted that the Town is heavily reliant on Everbridge for its blast notifications and it is possible that, in the future, it may have to assume a significant portion of the \$7,000.00+ annual cost.

Ms. Link inquired whether there are plans for a dust control treatment on Beebe Road and Mr. Lyman deferred the question to Public Works Director Lunt. Director Lunt advised that the treatment was included in the current budget; however, it will not occur until after the re-construction work on the road is completed.

6. Citizen's Concerns: There were no citizen's concern raised at the meeting.
7. Unfinished Business

- A. East Haddam Village Revitalization Committee Update: Mr. Lyman called the Selectmen's attention to materials in their meeting packets regarding this agenda item. He reported that he had met with Mr. Riley and Ms. Wilson of Centerbrook Architects to develop a new timeline for the RFP submittal and review schedule. He advised that the draft RFP was reviewed by the town attorney and his minor recommendation are currently being reviewed by the EHVRC. He expects it will be released to the Center Bridge Group no later than September 19<sup>th</sup>.
- B. Transfer Station Committee Final Report Discussion & Solid Waste Facility Ordinance: Mr. Lyman called the Selectmen's attention to a picture in their meeting packets of the recycling educational board located at the Transfer Station. He advised that the Public Works Director has proposed installing a gate in front of the weigh station to further control traffic to the upper area of the Transfer Station. He stated that the cost of the gate would be approximately \$9,000.00 and he will present the proposal to the Board of Finance at their August 12<sup>th</sup> meeting.

There was a general discussion regarding the current status of the recommendations made by the most recent Transfer Station Committee and Mr. Lyman responded to several questions from Ms. Link.

- C. Citation Hearing Procedure Ordinance Discussion: Discussion of this agenda item was postponed.
- D. Control of Animals Ordinance Discussion: Discussion of this agenda item was postponed.
- E. Cemetery Committee Discussion: Discussion of this agenda item was postponed.
- F. Plan of Conservation and Development Resolution: Mr. Lyman called the Selectmen's attention to a copy of the draft updated Plan of Conservation and Development in their meeting packets. It was noted that Mr. Ventres still needs to make several minor revisions to the draft, however, he is on vacation until August 13<sup>th</sup>. Mr. Lyman advised that Selectmen should review the draft and then would be asked to approve the draft POCD and forward said Plan to Town Meeting for approval of the legislative body of the Town of East Haddam. The Selectmen reviewed their calendars and agreed to schedule a special Board of Selectmen's meeting on August 14<sup>th</sup> at 1:00 p.m. to vote on a motion to approve the draft plan and call for a Town Meeting on August 27, 2019.
- G. Transfer Station Waste Agreement: Mr. Lyman advised that the Town's agreements with Willimantic Waste for MSW, MBW and hauling expire on September 30<sup>th</sup> but the agreement for recycling doesn't expire until February 28, 2020. He noted in the past these items had individual agreements and Willimantic Waste is now combining onto one agreement.

Mr. Lyman called the Selectmen's attention to Public Works Director Lunt's analysis of the contractual costs, of several local companies including Willimantic Waste, for MSW, bulky waste disposal, recycling, and hauling. He noted that, based on that analysis, Willimantic Waste appears to be the best option for the Town.

Mr. Lyman also advised that he had an in-depth conversation with Mr. Chris Nelson, from the State of CT, regarding the future of recyclables. He stated that Mr. Nelson informed him that investments in processing recyclables are going on in the U.S. that should be operational in 2-3 years. He noted that Mr. Nelson also told him that he felt Willimantic Waste's cost of \$30/ton is "fair".

The Selectmen and Ms. Lunt discussed the term of the contract proposed by Willimantic Waste and Ms. Lunt stated that she feels the contractual rates would increase if the term of the contract was to be reduced from 5 years.

8. New Business

A. Building Department Fees Discussion: Mr. Lyman called the Selectmen's attention to materials in their meeting packets concerning this agenda item, including a draft of revised Building Department fees created by the Building Official. He introduced Building Official Thody who advised that he felt many of the new building fees implemented in October 2018 were reasonable; however, he felt that the New Construction per-square-foot fees were high as they relate to the fees from comparable towns. Mr. Thody responded to several questions from Ms. Link and Mr. Smith and offered to meet with them to provide additional information about his recommendations.

B. East Haddam Free Public Library Discussion: Mr. Lyman called the Selectmen's attention to materials in their meeting packets related to this agenda item, including a report created by Director of Operations Turner regarding needed repairs, and their expected cost, to the two library buildings.

He advised that a Public Hearing will be scheduled for September 4<sup>th</sup> or 5<sup>th</sup> to discuss the Library Board's recommendation that the Town assume ownership of the East Haddam Free Public Library building. He noted that, subsequent to the Public Hearing, the Selectmen will have to vote to move the matter to the Board of Finance for consideration at their September 9<sup>th</sup> meeting and then send the matter to Town Meeting for acceptance. The Selectmen agreed that the Public Hearing should be scheduled for September 4<sup>th</sup> and they would reschedule the regular BOS meeting of September 4<sup>th</sup> for later in the evening as a special meeting following the Public Hearing.

Mr. Smith recommended Mr. Lyman have information regarding the Town's appraised value of both library buildings available at the Public Hearing.

C. Proposal Award – Neptune Avenue Bridge Design & Construction Administration & Inspection Services: Mr. Lyman called the Selectmen's attention to a copy of a memo in their meeting packets with Public Works Director Lunt's analysis and recommendation regarding responses to the RFQ/RFP for a consulting engineer for the repairs to the Neptune Avenue culvert, dated August 1, 2019.

Motion made by Mr. Lyman, seconded by Mr. Smith, to accept the recommendation of the Public Works Director and authorize her to finalize prices and negotiate with Wengell, McDonnell & Costello, Inc. for the Neptune Avenue Bridge Design & Construction Administration & Inspection Services.

Ms. Lunt responded to several questions from the Selectmen. She explained her rationale for recommending Wengell, McDonnell & Costello, Inc. and confirmed that she expects 75% of the cost of the project to be reimbursed by FEMA.

Unanimous aye.

- D. Bid Waiver – NHRHS Varsity Baseball Field Renovation: Mr. Lyman called the Selectmen’s attention to a copy of a letter from Director of Operations Turner, dated July 29, 2019, requesting waiver of the bid requirement for a capital improvement project involving the renovation of the varsity baseball field at Nathan Hale Ray High School.

Motion made by Mr. Lyman, seconded by Mr. Smith, to waive the bid process for the Nathan Hale-Ray High School Varsity Baseball Field Renovation and authorize the Director of Operations, Ron Turner, to negotiate with Roger Sullivan of Sullivan Paving per his quote of \$35,600.00 for this project. Unanimous aye.

- E. Request for Beer Service – Rathbun Library: Mr. Lyman called the Selectmen’s attention to a copy of an email from Library Director Gilroy, dated July 31, 2019, requesting beer/wine service at a planned library event.

Motion made by Mr. Lyman, seconded by Ms. Link, to approve beer and wine service at the Rathbun Library for a “Guest Speaker Event” on August 16, 2019. Unanimous aye.

- F. Board/Commission/Committee Changes (ETHICS): Mr. Lyman called the Selectmen’s attention to materials in their meeting packets regarding changes in the membership of the Ethics Commission.

**Ethics Commission**

Motion made by Mr. Lyman, seconded by Mr. Smith, to accept, with regret, the resignation of Warren Bellows from the Ethics Commission. Unanimous aye.

Motion made by Mr. Lyman, seconded by Ms. Link, to reappoint Scott Jezek for a three-year term as a member of the Ethics Commission to expire June 30, 2022. Unanimous aye.

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

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

- \$ 29.89 to Ann Cavanagh,
- \$ 26.67 to Jason Peacock,
- \$ 53.94 to Johanna Schaefer,
- \$170.47 to VCFS Auto Leasing Co., and
- \$226.54 to Dutch Oil Company Inc.

Unanimous aye.

9. Public Comment: In response to a request from Mr. R. Casner, Mr. Lyman provided him with a copy of the Building Official’s proposed revisions to the Building Department fees.

10. Selectmen’s Discussion

- A. Special BOS Meeting Discussion (August 13 or 14): Mr. Lyman noted that this discussion was held earlier in the meeting and it was agreed to schedule a special BOS meeting for August 14<sup>th</sup> at 1:00 p.m.

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

Recorded

Respectfully submitted,  
Susan Link, Secretary