

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

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

Also Present: D. Berndtson; E. Blaschik; R. Dill; A. Donner; D. Faipler; B. Lunt; J. Moreau; R. Turner; J. Ventres; S. Wheeler; J. Zaid; L. Zemienieski and other members of the public

1. Selectman Lyman called the Board of Selectmen's meeting to order at 7:02 p.m. and the attendees said the Pledge of Allegiance.
2. Approval of Agenda: Mr. Lyman advised that he would like to amend the agenda to include an Executive Session-Potential Property Acquisition at the end of the meeting.

Motion made by Mr. Lyman, seconded by Mr. Smith, to approve the Agenda as amended.
Unanimous aye.

3. Approval of Minutes: Regular Meeting of September 18, 2019

The Selectmen reviewed the minutes of the September 18, 2019 meeting.

Motion made by Ms. Link, seconded by Mr. Smith, to approve the minutes of the Regular Meeting of September 18, 2019, as written. Mr. Lyman abstained from the vote and the motion passed by a majority of ayes.

4. Correspondence

Mr. Lyman advised that he had received a letter from Kenneth Beatrice regarding an employee at the Transfer Station. He stated that Mr. Beatrice complimented Don MacKenzie on his helpfulness during his recent visit to the Transfer Station. Mr. Lyman noted that the letter would be added to Mr. MacKenzie's personnel file.

5. First Selectmen's Report

A. Responses to Previous Meeting Questions: There was no additional information provided regarding questions raised at previous meetings.

Mr. Lyman also reported on the following:

- Due to the recent death of a Town resident due to the Eastern Equine Encephalitis (EEE) virus, the Town and the Board of Education have cancelled all evening outdoors activities. He noted that, at this time of year, the risk is relatively low; however, there is still a possibility of infection.
- David Southworth will fill the SRO position starting October 3, 2019.

- He had spoken with Ms. D'Aquila, who was unable to attend the meeting; however, she informed him that the Ambulance Association's statistics continue to be positive.
- In a unanimous decision at the October 1, 2019 Town Meeting, citizens voted to accept the gift/donation/transfer of real and personal property from the East Haddam Free Public Library and Reading Room Association, Inc. in furtherance of the creation of a single, unified town library system.
- At the same Town Meeting, citizens voted to accept the recommendation of the Board of Selectmen and the Board of Finance to enter into a five-year contract with Willimantic Waste Paper Co., Inc. for disposal of the Town's municipal solid and bulky waste and for single stream recycling. Mr. Lyman noted the contract would be signed on October 4, 2019.

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

7. Unfinished Business

- A. East Haddam Village Revitalization Committee Update: There was no new update on this agenda item.
- B. Transfer Station Committee Final Report Discussion & Solid Waste Facility Ordinance: There was no new update on this agenda item.
- C. Citation Hearing Procedure Ordinance Discussion: Discussion of this agenda item was postponed.
- D. Control of Animals Ordinance Discussion: There was no new update on this agenda item.
- E. Cemetery Committee Discussion: Discussion of this agenda item was postponed.

8. New Business

- A. Tree Removal Protocol Discussion: Mr. Lyman recognized Ms. Lunt who stated that she would like the Board of Selectmen to provide her with a written protocol regarding how to determine where the Town's right of way is for the purpose of assuming responsibility for the removal of hazardous trees in situations where a property's boundaries are in question. She advised that, when she receives a property owner's report of a damaged/dead tree, her current protocol is to check with the Land Use Administrator to determine whether the tree is in the Town's right of way. Ms. Lunt noted that in over one-third of the reports, it is not possible to determine accurate boundaries for the properties and, consequently, whose responsibility it is to remove the tree. Mr. Ventres provided several examples of situations with incomplete documentation concerning boundaries.

Ms. Lunt advised that, as a result of the property-owners' reports, the Town is on notice that a hazard exists which may be its responsibility to address; however, in situations where there is incomplete property documentation, she needs specific criteria to make a decision. She noted that, on average, it costs approximately \$1,000.00 to remove a tree and surveys cost approximately the same, therefore, that would not be a cost-effective solution.

There was a general discussion regarding Ms. Lunt's request for a written protocol. In response to a question from Mr. Lyman, Mr. R. Dill confirmed that there is a state statute giving the Town's Selectmen authority to determine a property's boundary in situations where property records are incomplete.

Motion made by Mr. Smith, seconded by Mr. Lyman, to create a written protocol for Public Works for determining the Town's right of way for the purpose of assuming responsibility for the removal of hazardous trees. Said protocol will note that, if after an extensive search of the records and field inspections no boundaries can be found, then the road width will be assumed to be two (2) rods wide or thirty-three (33) feet wide and the property lines will generally be considered sixteen and a half (16.5) feet from the centerline of the road. It was further moved that in extenuating circumstances, per state statute, the Board of Selectmen will be authorized to make a site visit and make the decision on where a property's boundaries lie. Unanimous aye.

B. Board/Commission/Committee Changes (COA):

Commission on Aging

Mr. Lyman called the Selectmen's attention to a letter in their meeting packets from Barbara Davis, secretary of the Commission on Aging, dated July 30, 2019, advising of several membership reappointments.

Motion made by Mr. Lyman, seconded by Ms. Link, to reappoint Joseph Sina, Josephine Golec and Barbara Davis as regular members for three-year terms, to expire June 30, 2022, on the Commission on Aging. Unanimous aye.

Motion made by Mr. Lyman, seconded by Mr. Smith, to reappoint Maureen Gillis and Mary Ellen Klinck as alternate members for one-year terms, to expire June 30, 2020, on the Commission on Aging. Unanimous aye.

C. 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.

- \$544.23 to CAB East LLC,
- \$ 31.26 & \$157.77 to Honda Lease Trust, and
- \$ 99.38 to Vault Trust.

Unanimous aye.

9. Public Comment: There were no public comments discussed at the meeting.

10. Selectmen's Discussion

- A. Reschedule of 10/16/19 Board of Selectmen's Meeting: Mr. Lyman noted that the East Haddam Business Association is holding a meet and greet the candidates at their next regular meeting on October 16th from 6:30 p.m. to 8:00 p.m. He noted that the Business Association's meet and greet coincides with the Board of Selectmen's last scheduled meeting of the term and Mr. Smith had asked if the Board would consider changing the time of the Selectmen's meeting to 5:00 p.m. so that he could attend the Business Association's meeting. Ms. Link advised that she has scheduling conflicts at 5:00 p.m. and the Selectmen agreed to delay the start of the October 16th Board of Selectmen's meeting until 7:30 p.m.

Motion made by Mr. Lyman, seconded by Ms. Link to enter into an Executive Session for discussion of potential property acquisition at 7:34 p.m. Unanimous aye.

Selectmen returned to regular session at 7:52pm. No motions or decisions were made.

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 7:53p.m. Unanimous aye.

Recorded

Respectfully submitted,
Susan Link, Secretary