

Board of Selectmen
Municipal Office Complex
Meeting Rooms 1/2
November 20, 2019
Special Meeting Minutes

Selectmen Present: R. Smith; T. Govert; C. Quinn

Also Present: A. Blaschik; E. Blaschik; K. Blaschik; C. Brownell; R. Chappell; D. Dill; E. Dill; A. Donner; D. Faipier; M. Gleeson; I. Haines; M. Hansen; J. Hendry; D. Holahan; T. Gelston; A. Jansky; J. Jansky; C. Mansfield; R. Melmed; W. Quinn; R. Turner; S. Wheeler; L. Zemienieski and other members of the public

1. First Selectman Smith 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: Mr. Smith advised that he would like to amend the agenda to add item "D. *Requests for Beer & Wine Service – Rathbun Library*" under New Business.

Motion made by Ms. Govert, seconded by Ms. Quinn, to approve the Agenda as amended.
Unanimous aye.

3. Approval of Minutes: Special Meeting of October 16, 2019

The Selectmen reviewed the minutes of the special meeting of the Board of Selectmen of October 16, 2019. Mr. Smith advised that, since there is not a quorum of the Selectmen that attended that meeting present at tonight's meeting, the minutes will be filed as written. He noted that he had attended the October 16th meeting and he had no corrections to the minutes.

4. Correspondence

Mr. Smith called the Board's attention to a letter in their meeting packets from Kevin J. Dalton, dated November 15, 2019, addressed to Megan Peterson, Principal of the East Haddam Elementary School. Mr. Smith read Mr. Dalton's letter which stated, in part, that he had "...attended the Veterans Day event last Monday with my great granddaughter.... I feel that you, your entire staff, the School Board and Town Administration should know that your efforts were not taken lightly, or for granted... You, your Town and it's administration must be really proud of your work...".

5. First Selectmen's Report

Mr. Smith reported that Ms. D'Aquila had informed him that last month's mutual aid rate had risen slightly to 8.3% but is still below the recommended maximum level of 10%. He advised that she had also stated that the Ambulance Association's Stop the Bleed courses will be held monthly.

- A. Appointment of Secretary: Mr. Smith provided a brief overview of the role of Secretary.

Motion made by Mr. Smith, seconded by Ms. Quinn, to appoint Theresa Govert as Secretary of the Board of Selectmen. Ms. Govert abstained from the vote and the motion passed with a majority of ayes.

- B. Liaison Appointments: Mr. Smith called the Board's attention to his proposed list of liaison appointments in their meeting packets. They reviewed the list and Ms. Quinn requested some changes, stating that she would like to be the liaison to the Economic Development Commission and the Planning & Zoning Commission. Mr. Smith and Ms. Govert agreed to her request to be liaison to the Planning & Zoning Commission.

Motion made by Mr. Smith, seconded by Ms. Quinn, to adopt the list of liaison assignments as discussed and amended. Unanimous aye.

- C. Chatham Health District Presentation – Health Director Russell Melmed: Mr. Smith introduced Mr. Melmed who stated that he had held his position of Health Director for the Chatham Health District for six months. He provided a brief overview of the responsibilities, statutory and other, of the organization and responded to several questions from the Board and the public.
- D. Town Wide Radio System Committee – Craig Mansfield: Mr. Smith introduced Mr. Mansfield, the Town's Emergency Management Director. Mr. Mansfield provided a short history of the town wide radio system project and noted that the Committee had encountered several unanticipated "roadblocks" during the project; however, they expect that our equipment hopefully would be on site by January 2020 with the system fully functional by April 1, 2020. He stated that the state and Valley Shore Emergency Communications have been partnering with the Committee on the project and that partnership will save the Town approximately \$100k in annual recurring operating expenses. Mr. Mansfield responded to several questions from the Board and the public and confirmed that the Committee is on-target and committed to not exceeding the \$2.1M budget for the project.
- E. Responses to Previous Meeting Questions: Mr. Smith asked Mr. Mansfield to address a question raised at the last Board of Selectmen meeting concerning the electrical bills for the Municipal Office Complex building. Mr. Mansfield reviewed the steps the Committee had taken to modify the humidity levels in the building and noted they were successful in reducing the electricity costs slightly. He pointed out, however, that the facility is used by the public 7-days a week, generally from 8:00 a.m. until 10:00 p.m. Mr. Mansfield addressed a recommendation to further reduce humidity levels in the building suggested by Mr. T. Gelston.

Mr. Smith advised that the Town has a significant credit from its solar agreement with Shagbark. He stated that the stipulated funding for the schools' electrical bills has been met and the Town is discussing if/how the contract can be amended to include the Municipal Office Complex as a beneficial account to the virtual net metering agreement.

6. Citizen's Concerns

Regarding the concern raised about the building's use of electricity, Mr. E. Dill advised that he is a member of the Building Committee and stated that the Committee had developed estimates for the monthly expense but noted that it is not possible to develop fully accurate projections until a building has been operational for at least a year.

7. Unfinished Business

Mr. Smith stated that the two new board members are in the process of reviewing the history and committee minutes regarding the Unfinished Business agenda items and, therefore, the discussion of those topics will be postponed for this meeting.

- A. East Haddam Village Revitalization Committee Update: Mr. Smith advised that the response to the RFP should be received no later than March 19, 2020. He stated that the committee generally meets on the fourth Wednesday of the month in meeting room 1 at the Municipal Office Complex.
- B. Transfer Station Committee Final Report Discussion & Solid Waste Facility Ordinance: There was no new update on this agenda item. Mr. Smith advised that he will provide timely communication to the local haulers regarding any future changes at the Transfer Station that will impact them.
- 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.

8. New Business

- A. Chatham Health District Representative: Mr. Smith called the Board's attention to a copy of Mr. Lyman's letter of resignation from the Chatham Health District's Board of Directors, dated October 29, 2019.

Motion made by Ms. Govert, seconded by Ms. Quinn, to appoint First Selectman Smith as East Haddam's representative to the Board of Directors to the Chatham Health District to complete the term to December 2019 and appoint Mr. Smith as representative for an additional three-year term to expire December 2022. Unanimous aye.

- B. Board/Commission/Committee Changes (CONS, EDC, FNR, EHSCHIP): Mr. Smith called the Board's attention to several documents in their meeting packets related to changes on several Town commissions and committees.

Conservation Commission

Motion made by Mr. Smith, seconded by Ms. Quinn, to accept, with regret, the resignation of Todd Gelston from the Conservation Commission effective as of December 1, 2019. Unanimous aye.

Motion made by Mr. Smith, seconded by Ms. Govert, to change the status of Gary Wilson from alternate member to regular member to fill a vacancy effective December 1, 2019 with a term to expire June 30, 2021 on the Conservation Commission. Unanimous aye.

Motion made by Mr. Smith, seconded by Ms. Quinn, to reappoint Susan Merrow as a regular member and Thom Delventhal as an alternate member for two-year terms to expire June 30, 2021 on the Conservation Commission. Unanimous aye.

Economic Development Commission

Motion made by Ms. Govert, seconded by Ms. Quinn, to reappoint Ralph Parady as a regular member of the Economic Development Commission for a five-year term to expire June 30, 2023 and to reappoint Donald Bergeron as a regular member of the Economic Development Commission for a five-year term to expire June 30, 2024. Unanimous aye.

Financial Need Roundtable

Motion made by Mr. Smith, seconded by Ms. Govert, that due to the 2019 municipal elections, and in keeping with the directive set forth for membership in the charge of the Financial Needs Roundtable, the board will remove Emmett Lyman, Bryan Perry and Jill Kelly and replace them with Robert Smith, Nicole Hendry and Patricia Stricker to fulfill the balance of the terms to expire January 1, 2020. Unanimous aye.

East Haddam Schools Capital Improvements Building Committee

Motion made by Mr. Smith, seconded by Ms. Quinn, to accept, with regret, the resignation of Marc Piscioti as the Board of Education liaison on the East Haddam Schools Capital Improvements Building Committee. Unanimous aye.

Motion Made by Mr. Smith, seconded by Ms. Govert, to accept the recommendation of the Board of Education to appoint Patricia Stricker as the Board of Education liaison on the East Haddam Schools Capital Improvements Building Committee. Unanimous aye.

C. Tax Refunds: Mr. Smith called the Board's attention to three tax refunds.

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

- \$ 76.77 to Kwok Wong,
- \$ 84.98 to Vault Trust aka Ally Bank, and
- \$932.21 to CAB East LLC.

Unanimous aye.

D. Requests for Beer & Wine Service – Rathbun Library: Mr. Smith called the Board's attention to an email in their meeting packets from Michael Gilroy, dated November 20, 2019. Mr. Gilroy advised that the Library is co-hosting the annual Light Up the Holidays Silent Auction Party on December 7th and would like to serve beer and wine.

Motion made by Mr. Smith, seconded by Ms. Govert, to approve beer and wine service at the Rathbun Library for the "Annual Light Up the Holidays Silent Auction Party" on December 7, 2019. In response to a question raised by Ms. Quinn, Mr. Smith confirmed that no additional insurance coverage is necessary for Town approved events. Unanimous aye.

9. Public Comment

- In response to a request from Mr. Brownell, Mr. Smith agreed to put a discussion of the Cemetery Committee back on the agenda.
- In response to a request from a member of the public, Mr. Smith clarified the purpose of a Citation Hearing Procedures Ordinance.

10. Selectmen's Discussion

- A. 2020 Board of Selectmen Meeting: Mr. Smith called the Board's attention to a proposed schedule of 2020 Board of Selectmen meetings in their meeting packets. The Board reviewed the schedule and agreed to eliminate the January and July 1st meetings.

Motion made by Ms. Govert, seconded by Mr. Smith, to approve the following dates as the meeting schedule for the Board of Selectmen for the 2020 calendar year: January 15, February 5 & 19, March 4 & 18, April 1 & 15, May 6 & 20, June 3 & 17, July 15, August 5 & 19, September 2 & 16, October 7 & 21, November 4 & 18, December 2 & 16, and January 6 & 20, 2021. All meetings will be held at 7:00 p.m. in the Municipal Office Complex, Meeting Rooms 1/2. Unanimous aye.

- B. 2020 Budget Calendar: Mr. Smith called the Board's attention to a proposed schedule for the FY 2020/21 budget meetings. He asked them to review the schedule and provide him with feedback on any conflicts.

11. Adjournment: There being no additional business to discuss, a motion was made by Mr. Smith, seconded by Ms. Quinn, to adjourn the meeting at 8:29 p.m. Unanimous aye.

Recorded

Respectfully submitted,
Theresa Govert, Secretary