

Board of Selectmen Meeting
Grange Hall
November 6, 2013
Regular Meeting Minutes

Selectmen Present: M. Walter; E. Lyman; E. Malavasi

Also Present: E. Blaschik; M. Malavasi; M. Nunez, L. Zemienieski, S. Wheeler

1. First Selectman Walter 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. Walter, seconded by Mr. Lyman, to approve the agenda as written. Unanimous aye.

3. Approval of Minutes: Regular Meeting of October 16, 2013:

Motion made by Mr. Walter, seconded by Mr. Lyman, to approve the minutes of the Regular Meeting of October 16, 2013 as written. Mr. Malavasi abstained from the vote. Motion passed with a majority of ayes.

4. Correspondence: Mr. Walter reported that he had received correspondence from the Early Childhood Council advising that Lauren Kasperowski is their new Director.

A. Middlesex County Coalition on Community Wellness Handout: Mr. Walter called the Selectmen's attention to a copy of a handout in the Selectmen's meeting packets and reviewed the goals and objectives of the Coalition.

B. Lower Connecticut River Valley Council of Governments Handout: Mr. Walter called the Selectmen's attention to a copy of a handout in the Selectmen's meeting packets and reviewed the background and goals of the COG. He noted that the handout included a report on the grants the COG has received.

5. First Selectmen's Report:

A. Appointment of Secretary: Motion made by Mr. Walter, seconded by Mr. Malavasi, to appoint Emmett Lyman as Secretary of the Board of Selectmen. In response to a question raised by Mr. Malavasi, Mr. Walter advised that the Secretary signs the Board of Selectmen's meeting minutes; however he has no other formal duties. Mr. Lyman abstained from the vote and the motion passed with a majority of ayes.

B. Liaison Appointments: Mr. Walter called the Selectmen's attention to a document in their meeting packets with his recommendations on Selectmen liaison appointments. There was a general discussion regarding whether or not the Ecumenical Clerical Council is active and Mr. Walter said he would follow-up with Mr. Blaschik and report on his findings at the next Selectmen's meeting.

Mr. Malavasi stated that he has an extensive background in IT and would like to act as a liaison to the Town's IT committee. Mr. Walter and Mr. Lyman agreed to add the IT liaison to the appointment list.

Motion made by Mr. Walter, seconded by Mr. Malavasi, to adopt the list of liaison assignments as amended. Unanimous aye.

C. Shared Services Report: Mr. Walter called the Selectmen's attention to a report in their meeting packets from the Town's shared services. He noted that the report provides good information regarding the projects that the Finance, IT, and Facilities shared services departments are currently working on.

D. Town Hall Wood Stove Discussion: Mr. Walter reported that the Fire Marshal has condemned the antique wood stove in the Old Town Hall. He advised that the Town is researching alternative heating options for the building.

6. Citizen's Concerns: Mr. Nunez introduced himself and stated that he is a member of the Islamic organization that owns Shady Brook campground and he will be managing the property. He advised that he plans to have an agricultural program on the grounds that will be open to the public, as well as an Islamic sleep-over camp. There was a general discussion regarding the deteriorated condition of the buildings and Mr. Nunez acknowledged that his organization is aware of the problems and is working to rectify them. Mr. Malavasi stated he would like to walk the camp to become familiar with the property and Mr. Nunez said that would be fine and offered to be available if Mr. Malavasi wanted.

7. Unfinished Business:

A. Tax and Business Incentive Program Application: Mr. Walter advised Mr. Malavasi that the Town had received its first Tax and Business Incentive Program application and that the final details are being worked through with the Town's attorney. He noted that he believes Eddie's Auto Body will also be submitting an application in the near future.

B. Transfer Station Update/Transfer Station Committee: Mr. Walter advised that Mr. Casner has assumed the responsibility of Economic Development Commission Chairman and has offered to replace Mr. Odell as the Economic Development Commission's representative on the Transfer Station Committee.

Motion made by Mr. Walter, seconded by Mr. Malavasi, to amend the agenda to include a discussion of Mr. Casner's appointment to the Transfer Station Committee. Unanimous aye.

Motion made by Mr. Walter, seconded by Mr. Lyman, appoint Mr. Casner to the Transfer Station Committee as the Economic Development Commission's representative. Unanimous aye.

Mr. Walter called the Selectmen's attention to a report from Public Works Administrator Beth Lunt, dated November 5, 2013, stating that the repairs to the hopper had been completed and that commercial use of the Transfer Station could begin again on November 13th. Mr. Walter noted that the Transfer Station Committee is tasked with recommending a long-term plan for commercial use of the Transfer Station. In response to a question from Mr. Malavasi, Mr. Walter confirmed that the fee charged the commercial haulers has not changed and that their trucks will be weighed for recordkeeping purposes only.

C. Ordinance Book Review Discussion: The Selectmen discussed potential dates to meet with General Code regarding the review of the Ordinance Book. Ms. Denette stated she will schedule the meeting with General Code based on the board's availability. The board asked Ms. Denette to check with General Code for a meeting on December 13.

D. Blight Ordinance Discussion: Mr. Walter provided Mr. Malavasi with some background on the Town's interest in adopting a blight ordinance and provided him with documents that would give him more information on the subject.

E. Wocl Road Discussion: Mr. Walter provided Mr. Malavasi with information on the history of the Wocl Road issue and advised that the documents in his meeting packet would provide him with a good background on the neighbors' concerns.

8. New Business

A. Reappointment of Chatham Health District Representative: Mr. Walter noted that the town is responsible for reappointing a representative from East Haddam to the Board of Directors of the Chatham Health District. Appointments for this position are for three-year terms. Mr. Walter stated that has served in this capacity since December 2007 but was never officially reappointed in 2010 and noted that the Health Director, Thad King has asked that the board reaffirm his previous service and reappoint him for an additional three years.

Motion made by Mr. Walter, seconded by Mr. Lyman, to reaffirm Mark Walter's service as East Haddam's representative to the Board of Directors of the Chatham Health District from December 2010 to December 2013 and reappoint him as East Haddam's representative to the Board of Directors of the Chatham Health District from December 2013 to December 2016. Unanimous aye.

B. Bid Award – Winter Sand for Snow and Ice Control: Mr. Walter called the Selectmen's attention to a letter from Public Works Administrator Beth Lunt with her recommendation regarding this year's purchase of sand for snow and ice control.

Motion made by Mr. Walter, seconded by Mr. Lyman, to award the bid for the purchase of Sand for Snow and Ice Control to Haynes Materials Company in the amount of \$12.15/cubic yard and to further authorize the Public Works Department to order sand from the next low bidder James Carlson Excavating in the amount of \$13.75/cubic yard if for any reason Haynes Materials Company was unable to fulfill the bid requirements. Unanimous aye.

C. Fee Schedule for Contracted Snow Plowing: Mr. Walter called the Selectmen's attention to a copy of a memo in their meeting packets from Public Works Administrator Beth Lunt dated November 5, 2013, regarding her summary of fees received and her recommendation of snowplowing prices for the winter.

Mr. Walter explained that this was the process used to set the fee schedule for different size trucks for contracted snow removal. He noted that if we used contractors other than the ones who submitted prices they would be paid at the set rates.

Motion made by Mr. Walter, seconded by Mr. Malavasi, to accept the recommendation of the Public Works Administrator and set the snow plowing rates as follows: up to 10,000 GVW with sander \$140.00 per hour and between 10,000 and 26,000 GVW with sander \$140.00 per hour. Unanimous aye.

D. Grant Acceptance – 2014 Federal Highway Safety Program (DUI): Mr. Walter called the Selectmen's attention to a letter in their meeting packets from the Connecticut Department of Transportation, dated October 31, 2013, advising that the Town had been awarded a grant for DUI enforcement.

Motion made by Mr. Walter, seconded by Mr. Lyman, to accept a grant in the amount of \$33,075.00 from the State of Connecticut, Department of Transportation, entitled "FY 2014 Comprehensive DUI Enforcement Program for Municipalities", and send acceptance of said grant to the Board of Finance and then to Town Meeting for approval. Unanimous aye.

E. Volunteer of the Month: Mr. Walter called the board's attention to a nomination letter from Michael Gilroy recommending Gillian Hoover as a Volunteer of the Month. Mr. Gilroy's letter stated, in part, that *"Gillian volunteered as a library intern from June – August 2013 and is a charter member of the East Haddam Leo Club...and is an extraordinary young person who has used her diligence, intelligence and ingenuity to make our hometown a better place. It is a rare and notable occurrence when a high school student elects to sacrifice their summer vacation to volunteer with no expectation of pay or reward."*

Motion made by Mr. Walter, seconded by Mr. Malavasi, to name Gillian Hoover as volunteer of the month for October. Unanimous aye.

F. Tax Refunds: Mr. Walter called the Selectmen's attention to two tax refunds.

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

- \$668.59 to Gregory Schimetschek
 - \$141.17 to Denise Presta
- Unanimous aye.

9. Public Comment: Mr. Blaschik congratulated the Selectmen on their election.

10. Selectmen's Discussion:

A. 2014 Board of Selectmen's Meetings: Mr. Walter called the Selectmen's attention to the list in their meeting packets of proposed meeting dates and times. He stated that they would vote on the list at the next Selectmen's meeting.

B. Yellow Ribbon Committee – Ribbon Tying & Welcome Home Ceremony (November 9, 2013): Mr. Walter called the Selectmen's attention to a communication included in their meeting packets regarding a ribbon tying ceremony for deployed soldiers Sgt. Matthew Prue, US Army currently in Afghanistan and Pvt. Scott Gerrhart, US Army currently in Kuwait and a welcome home ceremony for two returning soldiers LCPL Paul Huot Jr., US Marines returning from Afghanistan and LCPL Dillon Carter, US Marines returning from the Mediterranean.

C. Public Hearing – Elementary School Building Project (November 13, 2013): Mr. Walter called the Selectmen's attention to a Notice of a Public Hearing on November 13th in their meeting packets. He stated that the Elementary School Building Committee would present their recommendation at the Hearing and respond to the public's questions about the proposed project.

D. Public Hearing – Municipal Facilities Building Project (November 14, 2013): Mr. Walter called the Selectmen's attention to a Notice of a Public Hearing on November 14th in their meeting packets. He stated that the Municipal Facilities Committee would present their recommendation at the Hearing and respond to the public's questions about the proposed project.

E. Annual Tri-Board Budget Meeting (November 18, 2013): Mr. Walter noted that the Boards of Selectmen, Finance, and Education would participate in a joint meeting on November 18th to begin next year's budget planning process.

F. Freedom of Information Workshop (November 21, 2013): Mr. Walter called the Selectmen's attention to a flier in their meeting packets with information about a Freedom Information

Workshop scheduled for November 21st. He stated that the workshop is a good opportunity to learn the rules around what constitutes a public meeting and other guidelines for elected officials.

11. Adjournment: There being no additional regular business to discuss, a motion was made by Mr. Walter, seconded by Mr. Malavasi, to adjourn the meeting at 8:12 p.m. Unanimous aye.

Tape: 675B
676A

Respectfully submitted,
Emmett Lyman, Secretary