

Board of Selectmen
Town Office Annex
May 19, 2010
Regular Meeting Minutes

Selectmen Present: Mark Walter, Emmett Lyman, Pete Gouvert
Also Present: C. Behilo, C. Mansfield, K. Nolen, H. Thomas, S. Wheeler

1. First Selectman Walter called the meeting to order at 7:03 p.m. and the attendees said the Pledge of Allegiance.

2. Approval of Agenda: Motion made by Mr. Lyman, seconded by Mr. Gouvert, to approve the agenda as written. Unanimous aye.

3. Approval of Minutes: Regular Meeting of May 5, 2010: Motion made by Mr. Gouvert, seconded by Mr. Lyman, to approve the minutes of the Regular Meeting of May 5, 2010 as written. Unanimous aye.

4. Correspondence:

A. Economic Development Commission Letter and Business Night Announcement: Mr. Walter called the Selectmen's attention to a copy of the May EDC Update letter in their meeting packets. He stated that the letter provided information on a number of projects that EDC has been working on and that it was sent to Town business owners.

B. Letter from Economic Development Commission Chairman: Mr. Walter called the Selectmen's attention to a copy of a letter in their meeting packets from EDC Chairman Robert Scherrer to Senator Eileen Daily. He noted that the letter was a response to Senator Daily's recent correspondence and also included an invitation to Senator Daily to attend one of EDC's upcoming meetings. The Selectmen agreed that it was a good letter.

5. First Selectman's Report:

A. Emergency Management Update – Craig Mansfield: Mr. Walter introduced Mr. Mansfield who reported on the following issues:

- Mr. Cashman, Deputy Director of the Emergency Management Committee (EMC), will be retiring in July and the Committee would like the Town to present him with a Proclamation, at the upcoming Volunteer Recognition event, recognizing his many years of volunteer service to the Town. The Selectmen agreed with Mr. Mansfield's request.
- The EMC had unanimously voted to recommend Jiffy Spencer be appointed as Deputy Director to replace Mr. Cashman.
- He recently learned that the volunteers may not be covered under the Town's insurance policy; however, there was an opportunity to have them covered by the State's insurance. He distributed the State guidelines that must be met to secure insurance coverage for the volunteers. Mr. Walter agreed to look into the issue.

- The State has recommended that Connecticut municipalities review their ordinances regarding declaring cities and towns a disaster area and make sure that they do not conflict with the State regulations. The State also recommended that if a municipality does not currently have such an ordinance in place, they should consider drafting one. Mr. Walter agreed to research this issue.
- EMC was working on a partnership for a radio tower on Mt. Parnassus. Mr. Mansfield recommended the Town create a Radio Committee made up by representatives from the Town's various departments and functions. In response to a question raised by Mr. Govert, Mr. Mansfield stated that the Town's poor radio coverage was a result of the large area that must be covered and obsolete equipment. Mr. Walter requested Mr. Mansfield submit a list of Town functions/department/commissions that should be represented on the committee.
- The Federal government had awarded the Town a \$720,000 EOC construction grant. Mr. Mansfield advised that \$490,000 of the grant monies was earmarked for construction of an Emergency Management Center in the new municipal office building and the remainder was for equipment.
- There was an opportunity for the Town's EMC volunteers and elected officials to go through in-depth emergency management training in Maryland at little to no cost to the Town.

Mr. Mansfield thanked the Selectmen for the opportunity to provide his report and reminded them that their NIMS training needs to be completed soon.

6. Citizen's Concerns: No citizen's concerns were voiced at the meeting.

7. Unfinished Business

A. 4-8 Middle School: There was no update on this agenda item.

B. Goodspeed Opera House Update: Mr. Govert inquired about the construction of the new actor's housing, however, Mr. Walter and Mr. Lyman had no new information to provide. There was a general discussion about the water system required by the State.

C. Old Middle School: Mr. Walter reported that the Town of East Hampton had lost their lease for the space where the consolidated Probate Court was located. He advised that he had asked Ms. Malavasi to discuss the possibility of adding space for a Probate Court back into the plans for the municipal office space with the Middle School Conversion Committee.

D. Road Acceptance and Associated Drainage Easement – Meadow Brook Road: Mr. Walter advised that this Agenda item was not yet ready for discussion.

E. STEAP Power House Road Grant: There was no new update on this agenda item.

8. New Business

A. Grant Agreement – Patrell Property: Mr. Walter reported that there was a discrepancy between the dollar amount in the State of CT's documentation and the amount noted in the original letter. He advised that, consequently, this item would be tabled until the discrepancy can be resolved.

B. Agriculture Commission Ordinance: Mr. Walter called the Selectmen's attention to a draft Ordinance to Create an Agriculture Commission in their meeting packets. He advised that the proposed ordinance had been reviewed and amended by the Town Attorney from a draft submitted by the Agriculture Commission Study Committee. Mr. Thomas stated that he had reviewed the attorney's comments and was comfortable making the changes to the document. The Selectmen asked Mr. Thomas to convey their thanks to the Committee members for moving the project forward.

Motion made by Mr. Walter, seconded by Mr. Govert, to approve an ordinance entitled "Agriculture Commission Ordinance" and send to the next Town Meeting for approval. Unanimous aye.

C. Call for Town Meeting. Mr. Walter called the Selectmen's attention to a Legal Notice of a Town Meeting in their meeting packets. The Selectmen discussed the call to send various items to Town Meeting.

Motion made by Mr. Walter, seconded by Mr. Lyman, 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, June 1, 2010 for the following purposes, to wit:

Item 1: To consider and act upon the recommendation of the Board of Selectmen and the Board of Finance to accept a gift in the amount of \$20,000 from Consumers Union of United States, Inc. for Park and Recreation for the Nichols Field Playground renovation; and to amend the 09/10 budget accordingly (Revenue account 799-431510-G1006 and expense account 799-541750-G1006).

Item 2. To consider and act upon the recommendation of the Board of Selectmen and the Board of Finance to accept a gift in the amount of \$5,000 from Consumers Union of United States, Inc. for the Food Bank Renovation Project to assist in moving the Food Bank from the old Middle School and to amend the 09/10 budget accordingly (Revenue account 799-431510-G1007 and expense account 799-541750-G1007).

Item 3. To consider and act upon the recommendation of the Board of Selectmen to approve an ordinance entitled "Agriculture Commission Ordinance". Copies of said ordinance are on file in the Town Clerk's Office during normal business hours.

Unanimous aye.

D. Commission Appointment (CONS): Mr. Walter called the Selectmen's attention to an e-mail from Cynthia Matthew, Chairman of the Conservation Commission, dated May 6, 2010, advising that the Conservation Commission recommended Scot Mackinnon be appointed to a vacant alternate seat on the Commission.

Motion made by Mr. Walter, seconded by Mr. Govert, to appoint Scott Mackinnon as an alternate member of the Conservation Commission to fill a vacant term to expire on June 30, 2011. Unanimous aye.

E. Commission Reappointment (EDC): Mr. Walter called the Selectmen's attention to a copy of the minutes from the August 9, 2009 EDC meeting where a motion was made and unanimously approved to recommend that Deb Mathiasen's term be extended for another 5 years to expire on June 30, 2014. Mr. Walter stated that the Town had not received the recommendation until recently.

Motion made by Mr. Walter, seconded by Mr. Lyman, to reappoint Deb Mathiasen for a five-year term, retroactive to June 30, 2009 and to expire June 30, 2014 as a regular member on the Economic Development Commission. Unanimous aye.

F. Volunteer of the Month: Mr. Walter called the Selectmen's attention to a copy of a form in their meeting packets submitted by Deb Denette and Patty Veselak nominating Kathleen DesRosiers as Volunteer of the Month. Their nomination recognized Ms. DesRosiers involvement with the East Haddam Free Public Library and noted that she was the Treasurer for almost 20 years and was *"very dedicated person and was there for every emergency big and small"*.

Motion made by Mr. Walter, seconded by Mr. Lyman, to name Kathleen DesRosiers as a volunteer of the month for May 2010. Unanimous aye.

G. Tax Refunds: Mr. Walter called the Selectmen's attention to one tax refund.

Motion made by Mr. Walter, seconded by Mr. Govert, to award a tax refund in the amount of \$89.96 to Matthew D. Melnick. Unanimous aye.

9. Public Comment: Mr. Thomas stated that the Gateway Commission had sent the Town a letter regarding several members' terms that were expiring in June. He advised that Mr. Robert Boulware would be resigning from the Commission as an alternate member and a replacement would need to be found. He also noted that he had spoken with the Chairperson of the Commission and volunteered to be a regular member.

Motion made by Mr. Lyman, seconded by Mr. Govert, to appoint Harvey Thomas as a regular member of the Gateway Commission for a 2-year term beginning July 1, 2010. Unanimous aye.

10. Selectmen's Discussion:

A. Transfer Station Scale Usage for Non-Profit Organizations: Mr. Walter stated that occasionally he receives requests from non-profit organizations to waive the fees at the Transfer Station. The Selectmen reviewed a list of non-profit organizations in Town that Mr. Walter distributed and discussed several possible options to accommodate such requests. Mr. Behilo suggested assigning a weight cap on demolition materials if the fee was waived. Mr. Lyman suggested that the Town create a form for non-profits to complete to petition the Board of Selectmen to waive the fee on a certain date. The Selectmen agree to consider the options available and discuss this issue further at their next regular meeting.

B. Budget Referendum (May 25, 2020): Mr. Walter advised that the Budget Referendum was scheduled for May 25th and asked if the Selectmen had gotten any feedback on the budget. Mr. Lyman stated that he had not gotten any negative feedback on the proposed budget.

C. Memorial Day Parade (May 31, 2010): The Selectmen discussed the plans for the upcoming Memorial Day Parade and Mr. Walter advised that it would be stepping off from St. Bridget's Church at 10:00 a.m. It was noted that Josh Ward and Edward DesRosiers will be the speakers for the event.

D. Other: The Selectmen discussed a letter that had been sent from a resident of Hadlyme regarding some recent actions taken by the Planning and Zoning Commission. Mr. Thomas advised that the Commission had requested the Town's attorney to respond to the letter.

11. Adjournment: There being no additional regular business to discuss, a motion was made by Mr. Lyman, seconded by Mr. Govert, to adjourn the meeting at 8:18 pm. Unanimous aye.

Tape 616A
616B

Respectfully submitted,

Emmett Lyman, Secretary