

Board of Selectmen
Municipal Office Complex
Meeting Room 1 & 2
April 17, 2024
Regular Meeting Minutes

Selectmen Present: I. Haines; T. Bourgoïn; E. Dill

Also Present: L. D'Aquila; D. Dill; S. Pare; M. Theide; L. Zemienieski; and other members of the public

1. First Selectman Haines 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. Dill, seconded by Ms. Bourgoïn, to approve the agenda as written. Unanimous aye.

3. Approval of Minutes – Regular Meeting of March 20, 2024

Motion made by Ms. Bourgoïn, seconded by Mr. Dill, to approve the minutes of the Regular Meeting of March 20, 2024 as written. Unanimous aye.

4. Correspondence – Ms. Haines reviewed the following correspondence:

- Public Works Director Michele Velez – response to Robert Smith's comments related to the Town's proposed tree removal plan. Ms. Velez's letter provided corrections and clarification regarding a number of Mr. Smith's statements.
- Robert Simmons – submitted an email in support of the Public Works plan for addressing the Town's issue regarding dead/diseased trees.
- Robert Simmons – submitted an email complimenting the Public Works tree removal work Cherry Swamp Road.

Ms. Haines advised that Eversource had shared the results of its "Reliability Scorecard" for East Haddam which indicated that all of the power interruptions experienced in Town are a result of tree issues. She noted that from 2021 to 2023 the number of outages in Town are trending downward; however, they are more frequent and last longer than the average for the state. She stated that the report also reflects that the time it takes to restore power in East Haddam is, on average, shorter than most other areas.

5. First Selectmen's Report

A. Board of Assessment Appeals – Spring 2024 Report: Ms. Haines called the Board's attention to the Board of Assessment Appeals report in their meeting packets. She noted that there were fewer appeals this year, there were \$0 out-of-pocket expenses, and the Board approved a total reduction adjustment of \$194,790 to the Grand List.

6. Public Comment: The following public comment was discussed at the meeting:

- Laurie D’Aquila – stated she was representing the East Haddam Ambulance Association and advised that the Town has been designated a “Heart Safe Community”. She presented the Board of Selectmen with a Heart Safe Community certificate and noted that she plans on helping the employers who have AEDs with the application for a “Heart Safe Workplace” designation.

7. Unfinished Business: There was no unfinished business discussed at the meeting.

8. New Business

- A. Driveways and Excavation Ordinance Amendments Resolution: Ms. Haines stated that in this ordinance there is a Specifications and Guidelines attachment to section 195-4 for driveway bonds. She advised that Public Works noted that the bond amounts, set back in 1990 when this ordinance was created, need to be updated because the amounts set in the current ordinance no longer cover the work that would need to be performed. She stated that Public Works also noted that the Board of Selectmen’s designated agent needs to be changed from “Road Supervisor” to “Director of Public Works” or “Road Foreman” throughout the document, the notification to the dispatch center needs to be changed from KX to Valley Shore Emergency Communications, and the permit application needs to be updated.

Motion made by Mr. Dill, seconded by Ms. Bourgoin, to recommend that Chapter 195 Driveways and Excavations Ordinance, Section 195-4 Construction specifications; bond, Attachment 1 – Specifications and Guidelines adopted by Town Meeting, December 13, 1990 be amended to update the following bond amounts, change Board of Selectmen’s designated agent from Road Supervisor to Director of Public Works or Road Foreman throughout the document, change notification to the dispatch center from KX to Valley Shore Emergency Communications and provide an updated permit application and that said amendments be sent to Town Meeting for approval:

General Excavation	\$500 \$1,200
Utility Cut	\$500 \$1,200
Driveway without culvert	\$500 \$1,200
Driveway with culvert	\$500 \$1,750
Driveway with Stone without culvert	\$500 \$1,200
Driveway with Stone with culvert	\$500 \$1,750

*Checks are cashed upon receipt and funds returned upon completion of satisfactory inspection by the Department of Public Works.

Unanimous aye.

- B. Board of Selectmen 2024-2025 Proposed Budget Resolution: Ms. Haines stated that she felt the April 16th Public Hearing on the budget went well and noted there was little dissention expressed at the meeting. She advised that Mr. Corbett polled the participants concerning the proposed budget and the results of the straw poll did not indicate negativity toward the Town’s budget but did indicate those present felt the Board of Education budget should be increased. Ms. Haines noted that the Board of Finance met immediately after the Public Hearing was adjourned and passed a motion to ask the Selectmen to send the budget to Town Meeting then referendum.

Motion made by Mr. Dill, seconded by Ms. Bourgoin, to adopt the following resolutions:

RESOLVED, that a Special Town Meeting is hereby called to be held on April 30, 2024 at 8:00 p.m. in the Nathan Hale-Ray High School Auditorium on School Drive in the said Town of East Haddam, Connecticut (the "Town Meeting"), to consider the resolution recommended and approved by the Board of Finance at its meeting held on April 16, 2024 to approve the budget of \$40,672,915 for fiscal year 2024 – 2025.

BE IT FURTHER RESOLVED, that the Board of Selectmen, pursuant to Section 7-7 of the Connecticut General Statutes, as amended, hereby removes the item described above on the call of the Town Meeting for submission to the voters on May 14, 2024 for vote by voting machine by the voters entitled to vote at the Town Meeting between the hours of twelve o'clock p.m. and eight o'clock p.m. at the Municipal Office Complex, 1 Plains Road, Moodus, Connecticut under the following heading:

Shall the Town of East Haddam budget of \$40,672,915, as recommended by the Board of Finance for fiscal year 2024-2025 be approved?

The moderator of the Town Meeting shall adjourn such meeting after reasonable discussion of such item and conclusion of such other business as may properly come before the Town Meeting and order such vote by voting machine in accordance with this resolution and Section 7-7 of the Connecticut General Statutes.

BE IT FURTHER RESOLVED, that the voters at the Town Meeting shall determine whether the polls shall be open at six o'clock a.m. to conduct the referendum on May 14, 2024 and this resolution is hereby added to the agenda of such meeting.

Unanimous aye.

- C. Call for Town Meeting: Ms. Haines advised that the ordinance amendment resolution approved at this meeting, items approved at previous Board of Finance meetings, and the budget need to be moved forward to a Town Meeting.

Motion made by Ms. Bourgoin, seconded by Mr. Dill, 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 Nathan Hale-Ray High School Auditorium, 15 School Drive in Moodus, Connecticut on Tuesday, April 30, 2024 at 8:00pm for the following purposes, to wit:

Item 1: To consider and act upon the following resolution as recommended by the Board of Selectmen:

RESOLVED, that Chapter 195 Driveways and Excavations Ordinance, Section 195-4 Construction specifications; bond, Attachment 1 – Specifications and Guidelines adopted by Town Meeting, December 13, 1990 be amended to update the following bond amounts, change Board of Selectmen's designated agent from Road Supervisor to Director of Public Works or Road Foreman throughout the document, change notification to the dispatch center from KX to Valley Shore Emergency Communications and provide an updated permit application.

General Excavation	\$500 \$1,200
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Utility Cut	\$500 \$1,200
Driveway without culvert	\$500 \$1,200
Driveway with culvert	\$500 \$1,750
Driveway with Stone without culvert	\$500 \$1,200
Driveway with Stone with culvert	\$500 \$1,750

***Checks are cashed upon receipt and funds returned upon completion of satisfactory inspection by the Department of Public Works**

Copies of said ordinance are on file in the Town Clerk’s Office during regular business hours.

Item 2: To consider and act upon the recommendation of the Board of Finance to approve a transfer from Snow Removal in the following budgeted amounts: \$45,533.70 from 10543070-51510 Regular Employees, \$962.31 from 10543070-52975 Food Allowance, \$46,453.98 from 10543070-56600 Sand/Salt, and \$7,050.01 from 10543070-56900 other supplies for a total of \$100,000 to 10549010-59700 Transfer to Capital Projects. This budgeted transfer will increase account number 33250013-58926 project number C0230 by \$100,000 for the purpose of increasing the funding for Road Reclamation project.

Item 3: To consider and act upon the recommendation of the Board of Finance to approve a transfer from Snow Removal in the following budgeted amounts: \$19,000 from 10543070-54103 Snow Plowing/Sanding to 10543550-54303 Tree Care and Removal-Grounds Maintenance for the purpose of increasing the funding for tree removal.

Item 4: To consider and act upon the recommendation of the Board of Finance to approve a transfer of \$5,000 from Board of Finance Contingency 10541020-58339 to Capital Project account number 33250013-58926 Project number C0249 Broadband Feasibility Study.

Item 5: To consider and discuss (but not to vote on) the Town Budget for the 2024-2025 fiscal year in the amount of \$40,672,915 as recommended by the Board of Finance.

All those persons qualified to vote in town meetings of the Town of East Haddam, Connecticut, are hereby further notified that pursuant to Section 7-7 of the Connecticut General Statutes, the Board of Selectmen of the Town of East Haddam have removed the above item on the call of this Special Town Meeting for submission to the voters of the Town of East Haddam who are qualified to vote at Town meetings for "yes" or "no" vote by voting machine on the following question:

Shall the Town of East Haddam budget of \$40,672,915, as recommended by the Board of Finance for fiscal year 2024–2025 be approved?

The vote by voting machine ballot labels will be conducted at the Municipal Office Complex, Moodus, Connecticut between the hours of twelve o’clock p.m. and eight o’clock p.m. (in absence of a contrary determination at the Town Meeting) on May 14, 2024.

Item 6: To consider and vote on the recommendation of the Board of Selectmen that the polls shall be open at six o’clock a.m. to conduct the referendum on May 14, 2024.

Unanimous aye.

D. Board/Commission/Committee Changes (CC/REC)

Conservation Commission

Ms. Haines called the Selectmen's attention to a copy of an email from the Conservation Commission advising that the commission noted a resignation and recommended an alternate member appointment.

Motion made by Ms. Bourgoin, seconded by Mr. Dill, to accept, with regret, the resignation of Charlotte Gelston as an alternate member from the Conservation Commission. Unanimous aye.

Motion made by Mr. Dill, seconded by Ms. Bourgoin, to appoint Barry Bernard to fill a vacant alternate position with a term to expire June 30, 2024 on the Conservation Commission and to reappoint him to an additional two-year term with a term to expire June 30, 2026. Unanimous aye.

Recreation Commission

Ms. Haines called the Selectmen's attention to an email from Recreation Director Lisa Conroy.

Motion made by Mr. Dill, seconded by Ms. Bourgoin, to appoint Christine King to fill a vacant position with a term to expire June 30, 2025 on the Recreation Commission. Unanimous aye.

- E. Tax Refunds: Ms. Haines called the Board's attention to four tax refunds.

Motion made by Ms. Bourgoin, seconded by Mr. Dill, to award tax refunds in the amount presented:

- \$475.35 to Toyota Lease Trust;
- \$328.11 to Damian Anglisz;
- \$144.98 to Brian Caton, and
- \$242.50 to Terrice Powell.

Unanimous aye.

9. Public Comment: There was no additional public comment at the meeting.

10. Selectmen's Discussion

- A. Liaison Reports: Ms. Bourgoin advised that the Sustainability Committee had submitted an application to the State of CT for a silver designation. There was a general discussion regarding the fact that many Town employees and citizens participate in the Sustainability Committee's success.

- B. Other: There was no additional items discussed by the Selectmen.

11. Adjournment: There being no additional business to discuss, a motion was made by Mr. Dill, seconded by Ms. Bourgoin, to adjourn the meeting at 7:33 p.m.

Recorded

Respectfully submitted,
Erik Dill, Secretary