

Board of Selectmen
Municipal Office Complex
Meeting Rooms 1/2
January 15, 2020
Regular Meeting Minutes

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

Also Present: A. Blaschik; E. Blaschik; K. Blaschik; M. Callahan; L. Carr; T. Carr; A. Compagno; L. D'Aquila; D. Dill; E. Dill; R. Dill; M. Gleeson; S. Wheeler; J. Zaid; L. Zemienieski and other members of the public

1. First Selectman Smith called the Board of Selectmen's meeting to order at 7:01 p.m. and the attendees said the Pledge of Allegiance.
2. Approval of Agenda: Motion made by Ms. Quinn, seconded by Ms. Govert, to approve the Agenda as written. Unanimous aye.
3. Approval of Minutes: Regular Meeting of December 18, 2019

The Board reviewed the minutes of the of the Board of Selectmen's meeting of December 18, 2019.

Motion made by Ms. Quinn seconded by Ms. Govert, to approve the minutes of the Regular Meeting of December 18, 2019, as written. Unanimous aye.

4. Correspondence

Mr. Smith read a letter addressed to the "Selectmen" from the East Haddam Cub Scout Pack 22, dated January 14, 2020, thanking the East Haddam Police Union "...for their continued support ... in the form of donations, [and] ... their time".

5. First Selectmen's Report

Mr. Smith advised that he wanted to correct a statement he had made at the previous meeting concerning the closure of Plains Road during the state's repair project on the Shady Brook bridge. He stated that the road will be closed for four weeks, not two has he had previously stated.

Mr. Smith also reported the following:

- He provided an update on the dead/dying trees in Town and noted that there is a full-time crew working on tree removal as well as a part-time crew that works 2-3 days per week. He noted he is continuing to research alternative cost-effective methods that could speed up the process and save the Town money.
- Town departments are working on preparing their 2020-2021 budgets, including long-range planning for capital expenditures. He invited the public to attend the Selectmen's upcoming budget meetings.

- Public Works has completed its work on Ackley Road and is continuing repairs to several other gravel roads around Town.
- He has received positive feedback regarding the work of the new School Resource Officer.
- He attended a Senior Project Expo at the high school and was impressed with the wide-range of projects related to the students' career interests.

Mr. Smith asked Ms. D'Aquila to provide an update on the status of the Ambulance Association. Ms. D'Aquila reported that the Association's mutual aid rate for December was 2.7%. She noted that, having met their short-term goal of reducing their mutual aid rate, they are now focusing on the long-term goal of reducing their dependence on outside staffing. She stated that they have an excellent pool of candidates to interview for the open paid positions and there has also been an increase in the volunteer EMT staff. Ms. D'Aquila also reported that the monthly Stop-the-Bleed courses have been well attended and that they are planning a heart safety event for February.

A. Responses to Previous Meeting Questions: Mr. Smith advised that there were no open questions to be discussed at the meeting.

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

7. Unfinished Business

A. East Haddam Village Revitalization Committee Update: Mr. Smith advised that there was no new update on this subject and discussion of this agenda item was postponed.

B. Transfer Station Committee Final Report Discussion & Solid Waste Facility Ordinance: Mr. Smith stated that he has not yet met with the local haulers but expects to schedule that meeting soon. He further reported that he had put a hold on the purchase order for a \$9,000.00 gate that was to be installed at the beginning of the road to the upper section of the Transfer Station because an alternative plan should address the problem of vehicles avoiding going over the weigh station's scale.

C. Citation Hearing Procedure Ordinance Discussion: Mr. Smith stated that a tentative date of February 27th has been selected for a Public Hearing on this agenda item.

D. Control of Animals Ordinance Discussion: Mr. Smith stated that a tentative date of February 27th has been selected for a Public Hearing on this agenda item.

E. Cemetery Committee Discussion: Mr. Smith reported that the Cemetery Committee created a draft ordinance establishing a formal charge for the Committee. He noted that the Town's Treasurer and Finance Director reviewed the ordinance and provided the Cemetery Committee with their feedback.

F. Grant Acceptance – FY 2020 Comprehensive DUI Enforcement Program Amendment: Mr. Smith called the Selectmen's attention to materials in their meeting packets concerning a revision to the amount for the Comprehensive DUI Enforcement project grant from the CT Department of Transportation. He stated that the rate of pay was changed and the total State approved amount was adjusted from \$14,422.51 to \$9,745.04 and that the Board of Finance voted to accept the revised amount at their meeting held on January 13, 2020.

Motion made by Mr. Smith, seconded by Ms. Quinn, to amend the motion made at the December 18, 2019 Board of Selectmen meeting and to accept a grant in the amount of \$9,745.04 from the State of Connecticut, Department of Transportation, entitled “FY 2020 Comprehensive DUI Enforcement Program for Resident Trooper Towns”, and send acceptance of said grant to Town Meeting for approval. Unanimous aye.

8. New Business

- A. Grant Acceptance – FY 2020 Historic Document Preservation Grant: Mr. Smith called the Board’s attention to materials in their meeting packets from the Connecticut State Library regarding a Historic Documents Preservation Grant. He noted that the Town applies for this grant every year.

Motion made by Mr. Smith, seconded by Ms. Quinn, to recommend to the Board of Finance and then to Town Meeting the adoption of the following resolution:

RESOLVED, that a grant in the amount of \$5,500 is hereby accepted from the State of Connecticut, State Library, for the purpose of historic document preservation; and that Robert R. Smith, First Selectman, is empowered to execute and deliver in the name and on behalf of this municipality, a contract with the Connecticut State Library for a Historic Documents Preservation Grant. Unanimous aye.

- B. Regional Performance Incentive Program Grant Application Resolution: Mr. Smith noted that the RiverCOG submitted applications to CT’s Office of Policy and Management’s Regional Performance Incentive Program for 2020 funding. He noted that a requirement of the grant applications is a resolution of endorsement and authorization for each RiverCOG municipality for the submitted applications.

Motion made by Mr. Smith, seconded by Ms. Govert, to adopt the following resolution of endorsement and authorization:

Regional Performance Incentive (RPI) Program

Resolution of Endorsement and Authorization

(To be completed by the City or Town Clerk)

The Legislative Body* of the Town of East Haddam convened on January 15, 2020 adopted a resolution by the vote of three (3) to zero (0) which endorsed the Regional Performance Incentive Program proposals listed below, referenced in Connecticut General Statutes Section 4-124s. Applications can be downloaded at: <http://www.rivercog.org/rpip.html>

1. Lower CT River Valley Council of Governments Regional Parcel Service and Update
Update of digital parcel maps in the 17-member municipalities of RiverCOG
2. State of Connecticut Municipal Boundaries Survey
Statewide project being led by WestCOG to survey the state’s municipal boundaries to create better digital maps statewide
3. Emergency Radio System Enhancement Project for Valley Shore PSAP and the Lower River Valley Council of Governments

Upgrades to regional emergency communication system to benefit all RiverCOG municipalities and Colchester and Marlborough

4. Chester, Deep River and Essex Radio System Upgrades
New radios for emergency responders in Chester, Deep River, and Essex which are compatible with the state emergency radio system
5. Regional Building Department Feasibility Study and Building Department Record Digitization Project
Feasibility study for setting up a shared multi-town building department in the Lower Connecticut River Valley Region and digitalization of building department records in Chester and Killingworth

In addition, the Legislative Body* has authorized "The Lower Connecticut River Valley Council of Governments", to act on this endorsement by signing all necessary agreements and take all necessary actions related to this proposal to enter into a binding agreement with the Office of Policy and Management according to terms of the RPIP grant program.

*NOTE: For the purposes of the Regional Performance Incentive (RPI) Program, "legislative body" means the board of selectmen, town council, city council, board of alderman, board of directors, board of representatives or board of the mayor and burgesses of a municipality.

Unanimous aye.

- C. Call for Town Meeting: Motion made by Ms. Govert, seconded by Ms. Quinn, 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 Municipal Office Complex, Meeting Room 1 & 2 on Plains Road, Moodus in the said Town of East Haddam, at 8:00 p.m., Wednesday, February 5, 2020 for the following purposes, to wit:

Item 1: To consider and act upon the recommendation of the Board of Selectmen and Board of Finance to accept a grant in the amount of \$9,745.04 from the State of Connecticut Department of Transportation, entitled "FY 2020 Comprehensive DUI Enforcement Program for Municipalities".

Item 2: To consider and act upon the recommendation of the Board of Selectmen and the Board of Finance to adopt the following resolution:

RESOLVED, that a grant in the amount of \$5,500 is hereby accepted from the State of Connecticut, State Library, for the purpose of historic document preservation and appropriated to the Historic Document Preservation Fund (account 26041-43000); and that Robert R. Smith, First Selectman, is empowered to execute and deliver in the name and on behalf of this municipality, a contract with the Connecticut State Library for an Historic Document Preservation Grant.

Unanimous aye.

- D. Board/Commission/Committee Changes (ACG, CONS, Sustainability Team):

Agriculture Commission

Mr. Smith called the Selectmen’s attention to an email dated January 14, 2020 from Ron Gross, Chairman of the Agriculture Commission noting recommendations on membership reappointments for the Commission.

Motion made by Mr. Smith, seconded by Ms. Govert, to reappoint Carleen Quinn, Peter Dean and Bonita Buongiorno for a three-year term to expire January 1, 2022 as regular members on the Agriculture Commission. Unanimous aye.

Motion made by Mr. Smith, seconded by Ms. Quinn, to reappoint Mark Henderson for a two-year term to expire January 1, 2021 as an alternate member on the Agriculture Commission. Unanimous aye.

Motion made by Mr. Smith, seconded by Ms. Quinn, to reappoint Susan Downes and Keith Wilson for two-year terms to expire January 1, 2022 as alternate members on the Agriculture Commission. Unanimous aye.

Conservation Commission

Mr. Smith called the Selectmen’s attention to correspondence relating to a change on the Conservation Commission.

Motion made by Mr. Smith, seconded by Ms. Govert, to accept, with regret, the resignation of Joseph Zaid from the Conservation Commission effective immediately. Unanimous aye.

Sustainability Team

Mr. Smith advised that, at the Board of Selectmen’s meeting held on January 16, 2019, a resolution was passed by the Board supporting the Town’s participation in the Sustainable CT Municipal Certification Program. He stated that at that time he had been authorized to serve as East Haddam’s Sustainable CT contact person for the Sustainable CT Municipal Certification process. He further noted that, in order to carry the program forward, the Board of Selectmen must establish an advisory Sustainability Team and he has been recruiting members for this team.

Motion made by Mr. Smith, seconded by Ms. Govert, to appoint Amalia Shaltiel as a member of the East Haddam Sustainability Team to serve until the desired certification level has been achieved. In response to questions raised by Ms. Quinn, Mr. Smith clarified the purpose of the CT Municipal Sustainable Certification Program. Unanimous aye.

- E. Tax Refunds: There were four tax refunds considered at the meeting.

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

- \$611.54 to USB Leasing LT,
- \$219.35 to JP Morgan Chase Bank,
- \$ 99.08 to Nissan Infinity LT, and
- \$236.67 to Nissan Infinity LT.

Unanimous aye.

9. Public Comment: The following comments by the public were discussed at the meeting.

- In response to a question raised by Ms. A. Blaschik, Mr. Smith advised that if the \$150,000.00 allocated for tree removal in the current budget is expended, the Town will ask the Board of Finance if additional dollars are available from the contingency fund. He stated that a consultant accompanied by the Road Superintendent examined five roads in Town and informed him that there are approximately 800 trees on those roads that will have to be removed. Mr. Smith noted that, even though Eversource may be responsible for removing 30% to 40% of those trees, the Town's budget will be significantly impacted by the cost of the removal of the remaining dead/dying trees. He stated that the Board of Finance has requested a realistic estimate of the cost, over-time, of removing all of the affected trees.
- In response to a question raised by Mr. J. Zaid concerning any actions taken on the recommendations of the Transfer Station Committee, Mr. Smith reported that there have been no significant changes made to date, however, in the near future he plans to implement a new traffic flow plan, as proposed by Mr. R. Dill, and install Jersey barriers at the entrance to the upper section of the Transfer Station which will eliminate the need to install a \$9,000.00 traffic control gate.

10. Selectmen's Discussion

A. Liaison Reports: The following liaison reports were provided:

- Selectwoman Govert provided an update on the Youth & Family Services programs and plans.
- Selectwoman Quinn provided an update on the activities of the Cemetery Committee and the Planning & Zoning Commission. In response to a question raised by Mr. Smith, she confirmed that P&Z and EDC are planning to schedule a joint meeting to discuss changes to the zoning regulations to create a new business district on lower Town Street.
- Mr. Smith provided an update on the Fire Department's request to the Board of Finance for funding to install surveillance cameras at several of the fire stations.

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 8:00 p.m. Unanimous aye.

Recorded

Respectfully submitted,
Theresa Govert, Secretary