Board of Selectmen
Municipal Office Complex
Meeting Rooms 1 & 2
April 13, 2022
Special Meeting Minutes

Selectmen Present: I. Haines; E. Dill; T. Govert
Also Present: D. Angersola; M. Callahan; J. Olin; L. Zemienieski; and other members of the public

1. First Selectman Haines called the Board of Selectmen's meeting to order at 8:30 a.m. and the attendees said the Pledge of Allegiance.

2. Approval of Agenda

   Motion made by Ms. Govert, seconded by Mr. Dill, to approve the agenda as written. Unanimous aye.

3. Approval of Minutes: Regular Meeting of March 16, 2022

   Motion made by Ms. Govert, seconded by Mr. Dill, to approve the minutes of the Regular Meeting of March 16, 2022, as written. Unanimous aye.

4. Correspondence

   A. Letter of Appreciation – Police Department: Ms. Haines called the Board's attention to a letter in their meeting packet dated April 4, 2022, from Christopher Morrill, of Saxtons River, VT. She advised that Mr. Morrill's letter described a recent occurrence with help he received from Officer Karabeinikoff as, "…*the very best experience with a law enforcement professional that I have ever had in my entire adult life".* Mr. Morrill's letter states that Officer Karabeinikoff, "… *personified the law enforcement maxim 'to serve and protect'".*

   B. Letter of Appreciation – Animal Control: Ms. Haines called the Board's attention to a letter in their meeting packet dated April 1, 2022, from Hebron's Town Manager Andrew Tierney thanking herself and the East Haddam Animal Control Department, for their assistance in an animal recovery incident. Mr. Tierney thanked them for their professionalism and stated, "*It is a comforting feeling when a neighboring Town is able to assist in a sensitive situation."*

5. First Selectmen's Report

   The First Selectmen's report was postponed.

6. Public Comment

   There were no public comments raised at the meeting or submitted electronically.

7. Unfinished Business

   A. 2022-2023 Proposed Budget Reductions: Ms. Haines advised that the Board of Finance had instructed the Board of Selectmen to reduce the Town's proposed FY2022-2023 budget by $25k. She stated that she had had a conversation with Officer Rhoades regarding several Public Safety budget lines and they agreed on some reductions. Ms. Haines provided an overview of the reductions she and Officer Rhoades discussed.

Motion made by Ms. Govert, seconded by Mr. Dill, to make the following reductions to the Public Safety FY 2022-2023 budget: $7,500 in Water Safety, $7,500 in Capital, and $10,000 in Overtime, for a total reduction of $25,000. Unanimous aye.

In response to Mr. Dill's comment that he feels the Fire Department budget request for Class A uniforms could also be reduced by $10k, Ms. Haines stated that she believes that the Fire Chief had already reduced that budget item. She said she would confirm the reduction and provide Mr. Dill with the information.

8. New Business

A. Bid Award –Firehouse Access Control: Ms. Haines recognized Mr. Angersola who provided background on the Firehouse Access Control capital project. He advised that the Town had received three bids and he recommended going with Venture Communications & Security, LLC.

Motion made by Mr. Dill, seconded by Ms. Govert, to award the bid for the Firehouse Access Control project at Company 1 and 2 Firehouses to Venture Communications and Security, LLC, for $19,930.00. Unanimous aye.

B. RFP Award – Town Counsel: Ms. Haines advised that the Town had received four responses to its RFP for a new Town Counsel. She stated that she had spoken with the references for all of the firms and had prioritized two firms; however, her recommendation is to select Marino, Zabel & Schellenberg, PLLC. Ms. Haines responded to several questions raised by Mr. Dill.

Motion made by Ms. Govert, seconded by Mr. Dill, to accept the proposal of Marino, Zabel & Schellenberg, PLLC, as the new Town Counsel. Unanimous aye.

C. Board/Commission/Committee Changes (Sustainability Team): Ms. Haines advised that she had received a letter of resignation from East Haddam Sustainability Team member Bruce Dubay.

Motion made by Ms. Govert, seconded by Mr. Dill, to accept, with regret, the resignation of Bruce Dubay from the East Haddam Sustainability Team. Unanimous aye.

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

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

- $172.90 Toyota Lease Trust,
- $287.90 to Daimler Trust,
- $276.49 to JP Morgan Chase Bank NA, and
- $142.77 to Monroe Carpentry.

Unanimous aye.

9. Public Comment

In response to an inquiry raised by Mr. Olin, Ms. Haines provided clarification regarding the capital request and related budget reduction in the Public Safety budget.

10. Selectmen's Discussion

A. Liaison Reports: The liaison reports were postponed.

B. Other: In response to a request from Ms. Govert, Ms. Zemienieski stated she would provide her with the password to the Sustainable CT website.

In response to an inquiry from Mr. Dill, Ms. Haines advised that the state is opening the bids for the Swingbridge renovation project and work is scheduled to begin late June. She confirmed that updates providing real-time information regarding lane reductions, closures, etc., will be available via the Town's website.

C. Executive Session – Review of Applicants for New Library Study Committee & Redevelopment Agency:

Motion made by Ms. Govert, seconded by Mr. Dill, to enter into executive session at 8:50am to discuss and review applicants for the New Library Study Committee & Redevelopment Agency and to invite Linda Zemienieski into this session. Unanimous aye.

Selectmen returned to regular session at 9:10am. No motions or decisions were made.

The board discussed the applications received for the Library Study Committee and decided on making appointment using the applications provided. The board suggested the following appointments: Regular members- Marissa Lehmacher, John Bielot, James Leatherbee, William Barney, Ralph Parady, Elizabeth Dillon, Michael Callahan and alternates Clare McCarthy, Mary Mazur. Appointments and charge will be approved at next meeting.

The board further discussed the Redevelopment Agency applicants and decided to interview each applicant for the 10 positions available.

11. Adjournment: There being no additional business to discuss Ms. Govert made a motion to adjourn the meeting at 9:11am.

Recorded

Respectfully submitted,
Erik Dill, Secretary