Board of Selectmen
Municipal Office Complex
Meeting Room 1 & 2
February 2, 2022
Special Meeting Minutes

Selectmen Present: I. Haines; E. Dill; T. Govert
Also Present: D. Angersola; D. Dill; R. Funk; L. Zemienieski; and other members of the public

1. First Selectman Haines called the Board of Selectmen's meeting to order at 5:02 p.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: Special Meeting of January 19, 2023

   Motion made by Mr. Dill, seconded by Ms. Govert, to approve the minutes of the Special Meeting of January 19, 2023, as written. Unanimous aye.

4. Correspondence

   There was no correspondence discussed at the meeting.

5. First Selectmen's Report

   A. Budget Discussion – Rob Funk

      Ms. Haines recognized Mr. Funk who provided introductory comments regarding the upcoming budget season and advised that he is still getting up-to-speed on Cleargov. He provided an overview of the budget process, reviewed the schedule, and briefly discussed capital requests.

      Ms. Haines stated that several of the projected capital projects may qualify for grant funding and noted that the Town might elect to use some of the ARPA funds in the budget for grant match purposes.

   B. Paper Shredding Events Discussion

      Ms. Haines advised that she had been approached by a member of the public who inquired about Town sponsored paper shredding events. She stated that she had done some research and learned that most of the town's in the RiverCOG sponsor shredding

events. She reviewed the process and noted that there is some expense involved. She stated she would provide more information at a future meeting.

Ms. Haines also reported that, as far as she is aware, the current schedule of night closings for the Swingbridge will not be extended. She noted, however, that projected closings in the summer would affect the Music on the River events.

6. Public Comment: There was no public comment discussed at the meeting.

7. Unfinished Business

   A. Update on Request to Create an Ordinance Regarding Term Lengths for Elected Officials Discussion: Ms. Haines stated that the Board has the final draft of the ordinances in their meeting packets. She noted that she is waiting for the BOE's sign-off on the draft and then it will go before a Public Hearing. Ms. Haines acknowledged Town Clerk Denette's efforts in moving this project forward.

   B. Cemetery Committee Letter & By-Law: Ms. Haines advised that the Town's attorney had recommended separate documents be created for the Cemetery Committee By-Laws and Rules & Regulations. She noted that the drafts of those documents had been provided to the Cemetery Committee which will review them at their February meeting.

   C. Request for Proposal for Architectural/Engineering Services for Company 2 Renovations Discussion: Ms. Haines advised that this agenda item will be considered at a Town Meeting at 8:00 p.m. this evening.

   D. Road Acceptance – Taylor Lane: Ms. Haines advised that a title search is currently being done on the property.

   E. New Grounds Truck Discussion: Ms. Haines invited Facilities Director Angersola to provide some background on this agenda item. He noted that a new Grounds Crew truck is in next year's capital budget; however, the need to replace their old truck is immediate. He advised that Gengras Ford has a truck available. It was noted that the Board of Finance would have to approve releasing the funds early. In response to a suggestion by Mr. Dill, the Board discussed the potential for the Grounds Crew to use the Road Foreman's truck temporarily since that position is currently vacant. Ms. Haines stated she would determine whether or not the Road Foreman's truck is available.

8. New Business

   A. FEMA Grant Authorization: Ms. Haines called the Board's attention to materials in their meeting packets regarding this agenda item.

      Motion made by Ms. Govert, seconded by Mr. Dill, to recommend the adoption of the following resolution:

RESOLVED: That the Board of Selectmen of the Town of East Haddam may enter into with and deliver to the US Department of Homeland Security, Federal Emergency Management Agency, any and all documents which it deems to be necessary or appropriate to apply for a Fire Act Grant for the purchase of base station radios at the firehouses for the amount of $38,962; and

FURTHER RESOLVED, that Irene M. Haines, as First Selectman of the Town of East Haddam is authorized to enter into and execute any and all agreements, contracts and documents necessary to obtain said grant should the town be selected for a grant award on behalf of the Board of Selectmen of the Town of East Haddam and to do and perform all acts and things which she deems to be necessary or appropriate to carry out the terms of such documents.

Unanimous aye.

Motion made by Ms. Govert, seconded by Mr. Dill for a brief recess at 5:32 p.m. Unanimous aye.

The regular meeting reconvened at 5:34 p.m.

B. Grant Acceptance – FY2022 ARPA Rural Roads Grant: Ms. Haines called the Board's attention to materials in their meeting packets regarding this agenda item. She advised that the ultimate goal of this grant is to reduce fatalities and serious injuries and increase public safety on rural state roadways. She stated that eligible expenditures are those that support law enforcement to conduct targeted, high visibility speed enforcement activities on the state's rural roads.

   Ms. Haines noted that municipalities are allowed to receive $5,000 per award and may receive up to ten awards totaling $50,000 over the two-year period of performance.

   Motion made by Ms. Govert, seconded by Mr. Dill, to accept an ARPA Rural Roads grant award for $4,973.40 from the CT State Department of Emergency Services and Public Protection, with no town match, for the purpose of conducting motor vehicle speed enforcement on rural roads within the town of East Haddam; and by authorizing acceptance of this grant, to authorize any subsequent award of funds from this grant in future funding rounds, to a maximum grant total of $50,000 in grant funding, provided that the terms of any future rounds of funding remain consistent with the initial award, and send acceptance of said grant to the Board of Finance and then to Town Meeting for approval. Unanimous aye.

C. Comprehensive Energy Efficient Facility Upgrade (EHFPL & Rathbun Library) – Multi-year Contracts: Mr. Angersola provided background information on the request to sign two multi-year agreements with Eversource for the Town libraries. He advised that the Town has been gradually converting all of its buildings to LED lighting and the two libraries are the final buildings to be done. He reviewed the contracts for both libraries but noted that the Rathbun Library contract needs to be updated.

Motion made by Ms. Govert, seconded by Mr. Dill, to authorize the First Selectmen to enter into a 36-month agreement on behalf of the Town with Energy Resources for a comprehensive energy efficient facility upgrade at the East Haddam Free Public Library and send the 36-month agreement to the Board of Finance and Town Meeting for approval. Unanimous aye.

D. Human Resource Director Position 2022-2023 Funding: Ms. Haines provided the background on this agenda item.

Motion made by Ms. Govert, seconded by Mr. Dill, to request that the Board of Finance transfer budgeted funds from the Board of Finance Contingency line to the Shared Services wage line in the amount of $34,320.00 to cover the wage expenses for the Human Resource Director position for FY 2022-2023. Unanimous aye.

E. Board/Commission/Committee Changes: There were no Board/Commission/Committee changes considered at the meeting.

F. Tax Refunds: Ms. Haines called the Board's attention to three tax refunds.

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

- $298.80 to Jeffrey Hubbard;
- $687.94 to Ryan Fazzino, and
- $309.00 to Hyundai Lease Titling Trust.

Unanimous aye.

9. Public Comment: There were no public comments discussed at the meeting.

10. Selectmen's Discussion

A. Liaison Reports: There were no liaison reports made at the meeting.

B. Other: There was no other Selectmen's discussion at the meeting.

C. Executive Session – Brownell Properties LLC Tax Appeal:

Motion made by Ms. Haines, seconded by Ms. Govert, to enter into executive session at 5:46pm to discuss the Brownell Properties LLC tax appeal potential settlement and to

invite Linda Zemienieski and Tax Collector Denise Dill into this session. Unanimous aye.

The Selectmen returned to regular session at 5:51pm. No motions or decisions were made.

D. Executive Session – Firefighter Collective Bargaining Agreement:

Motion made by Ms. Govert, seconded by Mr. Dill, to enter into executive session at 5:52pm to discuss the East Haddam Firefighters (UPPFA, IAFF, Local #3831) Collective Bargaining Agreement and to invite Linda Zemienieski into this session. Unanimous aye.

The Selectmen returned to regular session at 6:05pm. No motions or decisions were made.

E. Vote on Firefighter Collective Bargaining Agreement:

Motion made by Ms. Govert, seconded by Mr. Dill, to accept the Collective Bargaining Agreement between the Town of East Haddam and East Haddam Firefighters Union, UPPFA, IAFF, Local #3831 for the period from July 1, 2022 through June 30, 2023. Unanimous aye.

11. Adjournment: There being no additional business to discuss, a motion was made by Ms. Govert, seconded by Mr. Dill, to adjourn the meeting at 6:06pm. Unanimous aye.

Recorded

Respectfully submitted,
Erik Dill, Secretary