Board of Selectmen
Municipal Office Complex
Meeting Rooms 1 & 2
April 5, 2023
Regular Meeting Minutes

Selectmen Present: I. Haines; E. Dill; T. Govert
Also Present: D. Dill; A. Maggio; L. D'Aquila; S. Pare; L. Woodward; 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

   Ms. Haines stated she would like to add the following two items to the agenda:

   - 8.I Non-Resident Seasonal Beach Parking Pass Discussion
   - 10.B.2. Shredding Expenses

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

3. Approval of Minutes: Special Meeting of March 16, 2023

   Motion made by Mr. Dill, seconded by Ms. Govert, to approve the minutes of the Special Meeting of March 16, 2023, as written. Unanimous aye.

4. Correspondence: There was no correspondence discussed at the meeting.

5. First Selectman's Report

   Ms. Haines reported the following information regarding the Swingbridge construction project:

   - The scope has changed to have one-lane closures from 7:00am to 5:00pm until May 15th.
   - There will be intermittent overnight closures to test the opening/closing mechanism.
   - An announcement will be made as to when hourly openings for boat traffic will resume.
   - 63 hour closures are still scheduled to occur from June 4th through November 1st.

6. Public Comment

   The following public addressed the Board:

   - Stephanie Pare – advised she is a member of the East Haddam Ambulance Association (EHAA) Board of Directors and provided an overview of the organization's 55-year history. She stated that the Board would like to continue its relationship with the Town and reviewed some current statistics for their performance.

- Tony Maggio – stated that he is the Vice President of the EHAA Board of Directors. In response to his inquiries, Ms. Haines confirmed that she is looking into other options including having the Town take over the emergency medical services from the EHAA and that she does not, at this time, have information on what that cost would be to the taxpayer.

- Lynn Woodward – stated that she is Treasurer for the EHAA. In response to her questions, Ms. Haines stated that she could not speak to rumors that statements have been made that the EHAA mishandled its finances and confirmed that the Town has not included any amount in the FY24 reserve account for the purchase of a new ambulance. Ms. Haines stated that if the Town's agreement with the EHAA is still in effect in FY25/26, it would honor its agreement to purchase a new ambulance.

- Laurie D'Aquila – advised that the EHAA would be holding a fundraising drive to help mitigate the impact of escalating costs on their operating budget due to the pandemic. She also advised that they will be hosting a community forum at 7:00pm on April 24th at the Grange Hall to discuss how they serve the community, share their cost-saving plans, and answer questions. She extended an invitation to the Board of Selectmen to attend and stated the Association will also invite the Board of Finance and the Fire Department.

  In response to a question posed by Ms. D'Aquila, Ms. Haines stated that she is fairly familiar with the operations of the EHAA and Mr. Dill and Ms. Govert stated their level of understanding also.

  Ms. D'Aquila and Ms. Haines had a brief discussion regarding how the Town and the Association are doing regarding meeting each's obligations as outlined in their Agreement. Ms. D'Aquila asked that a Board of Selectmen liaison be appointed to the EHAA. In response to an inquiry from Ms. D'Aquila, Ms. Haines confirmed that nothing is lacking in EHAA's performance.

  Ms. Govert stated that the Board is aware that a majority of municipalities in CT are experiencing similar challenges with Medicare/Medicaid reimbursement levels. Ms. D'Aquila reviewed recent actions the EHAA had taken to collaborate with several surrounding towns to meet their mutual service needs at a lower cost, such as sharing ambulances and staffing.

7. Unfinished Business

   A. Update on Request to Create an Ordinance Regarding Term Lengths for Elected Officials Discussion:

   Ms. Haines reported that Superintendent Reas had instructed her to move forward with the current draft ordinance for the Board of Education and that a Public Hearing had taken place on March 16th regarding the related draft ordinances. Ms. Zemienieski provided information on feedback that had been given at the Public Hearing.

   #1 Board of Selectmen
   Motion made by Ms. Govert, seconded by Mr. Dill, to adopt the following resolution:

   RESOLVED, that the East Haddam Board of Selectmen does hereby recommend that the approval of an amendment to the ordinance "**Chapter 12 Boards, Commission, Committees**

and Agencies to include Article XII Board of Selectmen" be submitted to the voters at a town meeting to be held on **May 2, 2023** at 8:00pm in the Nathan Hale-Ray High School Auditorium and adjourned town meeting referendum to be conducted on **May 16, 2023**, in the Municipal Office Complex with the question to be discussed and voted on to be in the following form:

> Shall the town of East Haddam approve an amendment to the ordinance entitled "**Chapter 12 Boards, Commission, Committees and Agencies to include Article XII Board of Selectmen**"?

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

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 16, 2023 and this resolution is hereby added to the agenda of such meeting.
Unanimous aye.

#2 Board of Education
Motion made by Ms. Govert, seconded by Mr. Dill, to adopt the following resolution:

RESOLVED, that the East Haddam Board of Selectmen does hereby recommend that the approval of an amendment to the ordinance "**Chapter 12 Boards, Commission, Committees and Agencies to include Article XIII Board of Education**" be submitted to the voters at a town meeting to be held on **May 2, 2023** at 8:00pm in the Nathan Hale-Ray High School Auditorium and adjourned town meeting referendum to be conducted on **May 16, 2023**, in the Municipal Office Complex with the question to be discussed and voted on to be in the following form:

> Shall the town of East Haddam approve an amendment to the ordinance entitled "**Chapter 12 Boards, Commission, Committees and Agencies to include Article XIII Board of Education**"?

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

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 16, 2023 and this resolution is hereby added to the agenda of such meeting.
Unanimous aye.

#3 Town Clerk
Motion made by Ms. Govert, seconded by Mr. Dill, to adopt the following resolution:

RESOLVED, that the East Haddam Board of Selectmen does hereby recommend that the approval of an amendment to the ordinance "**Chapter 133 Town Clerk to include Article II Term of Office**" be submitted to the voters at a town meeting to be held on **May 2, 2023** at 8:00pm in the Nathan Hale-Ray High School Auditorium and adjourned town meeting referendum to be conducted on **May 16, 2023**, in the Municipal Office Complex with the question to be discussed and voted on to be in the following form:

> Shall the town of East Haddam approve an amendment to the ordinance entitled "**Chapter 133 Town Clerk to include Article II Term of Office**"?

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

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 16, 2023 and this resolution is hereby added to the agenda of such meeting.
Unanimous aye.

#4 Registrar of Voters
Motion made by Ms. Haines, seconded by Mr. Dill, to adopt the following resolution:

RESOLVED, that the East Haddam Board of Selectmen does hereby recommend that the approval of an ordinance creating a chapter for the **"Registrar of Voters**" be submitted to the voters at a town meeting to be held on **May 2, 2023** at 8:00pm in the Nathan Hale-Ray High School Auditorium and adjourned town meeting referendum to be conducted on **May 16, 2023**, in the Municipal Office Complex with the question to be discussed and voted on to be in the following form:

> Shall the town of East Haddam approve an ordinance chapter entitled **"Registrar of Voters"**?

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

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 16, 2023 and this resolution is hereby added to the agenda of such meeting.
Unanimous aye.

#5 Tax Collector
Motion made by Ms. Haines, seconded by Mr. Dill, to adopt the following resolution:

RESOLVED, that the East Haddam Board of Selectmen does hereby recommend that the approval of an ordinance creating a chapter for the **"Tax Collector**" be submitted to the voters at a town meeting to be held on **May 2, 2023** at 8:00pm in the Nathan Hale-Ray High School Auditorium and adjourned town meeting referendum to be conducted on **May 16, 2023**, in the Municipal Office Complex with the question to be discussed and voted on to be in the following form:

> Shall the town of East Haddam approve an ordinance chapter entitled **"Tax Collector"**?

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

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 16, 2023 and this resolution is hereby added to the agenda of such meeting.
Unanimous aye.

#6 Commencement of Terms
Motion made by Ms. Haines, seconded by Mr. Dill, to adopt the following resolution:

RESOLVED, that the East Haddam Board of Selectmen does hereby recommend that the

approval of an amendment to the ordinance "**Chapter 12 Boards, Commission, Committees and Agencies to include Article XIV Commencement of Terms**" be submitted to the voters at a town meeting to be held on **May 2, 2023** at 8:00pm in the Nathan Hale-Ray High School Auditorium and adjourned town meeting referendum to be conducted on **May 16, 2023**, in the Municipal Office Complex with the question to be discussed and voted on to be in the following form:

> Shall the town of East Haddam approve an amendment to the ordinance entitled "**Chapter 12 Boards, Commission, Committees and Agencies to include Article XIV Commencement of Terms**"?

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

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 16, 2023 and this resolution is hereby added to the agenda of such meeting.
Unanimous aye.

B. Cemetery Committee Letter & By-Laws: Ms. Haines reported that the Town's attorney advised that the Board of Selectmen do not have to approve the Cemetery Committee's by-laws. She stated that the Committee will need to consult with the Facilities Director regarding his maintenance plans for this season and determine what needs to be included in the FY24 budget. She further advised that the Committee will have to obtain a quote for requested signs.

C. Road Acceptance – Taylor Lane: Ms. Zemienieski reported that the title search for this property had been completed and there were no issues.

Motion made by Ms. Govert, seconded by Mr. Dill, that the Board of Selectmen recommends to a Town Meeting the acceptance of one certain conveyance, to wit:

> 1. The conveyance from M & W Construction of Colchester, Inc to the Town of East Haddam of that portion of property known generally as Taylor Lane and shown and designated as "Taylor Lane" on a certain map (4003) entitled "(As-Built) Improvement Location Plan, Daniel Road Estates East Haddam Connecticut, Prepared for M & W Construction, dated September 25, 2015." Said map to be filed with the Town Clerk of the Town of East Haddam.
>
> Said Road is located on the south side of Daniels Road, eight hundred and seventy (870) feet west of Town Street. Said Road runs from Daniels Road south for approximately six hundred and sixty-five (665) feet ending in a cul-de-sac.

Unanimous aye.

8. New Business

A. Broadband Implementation Committee Charge Discussion: The Board reviewed a preliminary draft of a charge developed by the Broadband Feasibility Committee so that the committee can take the project to the next step.

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

RESOLVED: That the Board of Selectmen shall appoint a Broadband Implementation Committee of seven (7) persons, effective May 1, 2023, to support EntryPoint Networks, Inc. Consultants, in undertaking and completing, within one hundred eighty (180) days of the date of their first meeting, a detailed Municipal Broadband Master Plan for the Town of East Haddam. Members shall appoint a chairman and secretary at their first meeting. Members shall serve with no compensation. The Committee shall meet on a regular basis and their meetings shall be open to the public.

The Broadband Implementation Committee will work with EntryPoint Networks, Inc. Consultants as the representatives from the Town of East Haddam as they develop a detailed Municipal Broadband Master Plan. This will include, but is not limited to, community engagement to educate residents and businesses about community broadband, recommend ownership, governance and operational models, draft and issue business, engineering, materials and construction request for proposals based on those recommendations, and identify and apply for federal and state grant opportunities.

The Broadband Implementation Committee may reach out to the Economic Development Commission, Planning and Zoning Commission and any other Town organization or department, as well as any outside agency or organization that they feel will assist them in their decision-making process.

The Committee shall work with EntryPoint Network, Inc. Consultants to develop a Municipal Broadband Master Plan and report their findings and make recommendation to the Board of Selectmen, in writing, within the 180-day period.
Unanimous aye.

B. Grant Acceptance – Neglected Cemetery Account Grant Program: Ms. Haines provided information regarding a grant received for neglected cemeteries.

Motion made by Mr. Dill, seconded by Ms. Govert, to adopt the following resolution to be referred to the Board of Finance and then Town Meeting for approval:

RESOLVED: That a grant in an amount of $5,000 is hereby accepted from the State of Connecticut, Office of Policy and Management, Intergovernmental Policy and Planning Division, through the Neglected Cemetery Account Grant Program to provide upkeep of local cemeteries to keep them in orderly and decent condition upon the terms and conditions set forth in the Notice of Grant Award. Unanimous aye.

C. Grant Acceptance – FY 2019 Emergency Management Performance Grant: Ms. Haines called the Selectmen's attention to a copy of grant award in their meeting packets from the Department of Emergency Services and Public Protection dated March 30, 2023, advising that the Town had been awarded an Emergency Management Performance Grant from FY 2019.

Motion made by Ms. Govert, seconded by Mr. Dill, to accept a grant in the amount of $5,000.00 from the State of Connecticut, Department of Emergency Services & Public Protection, Division of Emergency Management and Homeland Security, entitled "FY 2019 Emergency Management Performance Grant", and send acceptance of said grant to the Board of Finance and then to Town Meeting for approval. Unanimous aye.

D. Beer & Wine Request – Grange Hall: Ms. Haines called the Board's attention to a copy of an email from Nicole Fortier, dated March 23, 2023, requesting permission to serve beer and wine at the Grange Hall for her son's 1st birthday party on April 22, 2023.

Motion made by Ms. Govert, seconded by Mr. Dill, to approve the serving of beer and wine at the Grange Hall for a "1st Birthday Party" on April 22, 2023. Unanimous aye.

E. Beer & Wine Request – Rathbun Library: Ms. Haines called the Selectmen's attention to an email from Library Director Murphy, dated March 21, 2023, in their meeting packets advising that the Rathbun Library is hosting an art show opening on Friday, April 14, 2023 and would like to serve beer and wine.

Motion made by Mr. Dill, seconded by Ms. Govert, to approve beer and wine service at the Rathbun Library for the "Art Show Opening" on Friday, April 14, 2023.
Unanimous aye.

F. Moodus Firehouse Renovation Committee Appointments: Ms. Haines noted that the Moodus Firehouse Renovation Committee charge was approved at Town Meeting on March 22, 2023 and the Board of Selectmen were charged with populating the committee. She stated that four individuals have applied to be on the committee.

Motion made by Ms. Govert seconded by Mr. Dill, to appoint Irene Haines, Kevin Rutty and Craig Mansfield as regular members and Walter Parkus as an alternate member to the Moodus Firehouse Renovation Committee to serve until the completion of the project. Unanimous aye.

G. Board/Commission/Committee Changes (ETHICS)

Ethics Commission
Ms. Haines called the Board's attention to the most recent meeting minutes for the Ethics Commission relating to membership reappointments.

Motion made by Ms. Govert, seconded by Mr. Dill, to reappoint Valerie Almada for a three-year term as a member of the Ethics Commission with a term to expire June 30, 2025. Unanimous aye.

Motion made by Ms. Govert, seconded by Mr. Dill, to reappoint Bruce Gelston for a three-year term as a member of the Ethics Commission with a term to expire June 30, 2026. Unanimous aye.

H. 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 amount as presented.

- $346.57 to Hyundai Lease Titling Trust,
- $238.33 to Robert Wheeler, and
- $680.03 to Toyota Lease Trust.

Unanimous aye.

I. Non-Resident Seasonal Beach Parking Pass Discussion : Ms. Haines presented an email from Lisa Conroy regarding the Recreation Commission's recommendation to offer a non-resident beach parking pass for the season for a fee of $120.00.

Motion made by Mr. Dill, seconded by Ms. Haines, to approve the recommendation presented by the Recreation Commission to offer a non-resident beach parking pass for the season for a fee of $120.00.

Ms. Govert stated that she has a fundamental opposition to charging anyone for the use of the outdoors. Ms. Haines and Mr. Dill voted aye; Ms. Govert voted nay. Motion passed by a majority of ayes.

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

- In response to an inquiry made by Ms. Pare regarding the Town's plans for budgeting for a replacement ambulance services, Ms. Haines stated that the Town is still in discussions/negotiations with alternative providers.

- Ms. D'Aquila stated that the EHAA had been able to reduce their request for a contribution from the Town to $69k. She reiterated that the EHAA had not requested two additional firefighters be added to the Fire Department's staff and only contract for support from two firefighters. Ms. Haines confirmed that the Association's request for a Town contribution to their operating budget had been denied.

  There was a general discussion regarding outstanding bills to the EHAA. Ms. D'Aquila again extended an invitation to First Selectman Haines to attend the Ambulance Association's April 24th community forum.

10. Selectmen's Discussion

A. Liaison Reports

Ms. Govert reported the following activities of the Sustainability Committee:

- A composting workshop will be held at Ballack's on April 15th.
- A grant application to support public education programs was submitted to Eversource.
- She is gathering information on a federal grant program for healthy food lunch programs for rural communities.

Ms. Haines recommended that a member of the Sustainability Committee visit the school garden program at Memorial School in East Hampton.

B. Other

1. Boy Scout Troop Photo Request: Ms. Zemienieski advised that the Boy Scout Troop would like to take a photo with the Board members this Saturday in front of their new bottle recycling facility. The Selectmen provided her with information about their schedules and she stated she would email them with the Troop leader's decision.

2. Shredding Expenses: Ms. Haines advised that the Town has started the task of sifting through the old documents left at the former Town Office Building. She stated that some of the items can be disposed of at the Transfer Station but others will require shredding. She noted that the Finance Director and the Board of Finance Chairman recommend moving money from the Contingency fund to cover the expense.

   Motion made by Ms. Govert, seconded by Mr. Dill, to request the Board of Finance make an appropriation of $5,000.00 from the Board of Finance's Contingency line to the Shredding line in the Shared Services budget to fund the shredding of old documents stored at the former Town Office.
   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 8:00 p.m.

Recorded

Respectfully submitted,
Erik Dill, Secretary