Board of Selectmen
Municipal Office Complex
Meeting Rooms 1 & 2
April 19, 2023
Regular Meeting Minutes

Selectmen Present: I. Haines; E. Dill; T. Govert
Also Present: D. Denette; D. Denette; P. Lacy; 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 that she would like to amend item 3. Approval of Minutes to indicate that it was a regular meeting on April 5th.

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

3. Approval of Minutes: Regular Meeting of April 5, 2023

   Motion made by Mr. Dill, seconded by Ms. Govert, to approve the minutes of the Regular Meeting of April 5, 2023, as written. Unanimous aye.

4. Correspondence

   Ms. Haines called the Board's attention to a copy of a letter in their meeting packets from the CT Municipal Animal Control Officer Association. She noted that it is Animal Control Appreciation Week and the letter from the CMACOA recognized East Haddam's Animal Control Officer Michael P. Olzacki, and Assistant Control Officers Jessica D. Andrew, Gerald F. Cloutier, Allison D. Leue, Amy Adams, Jeffrey P. McLean, and Wendy Savino "… *for their hard work and dedication to our profession*".

5. First Selectman's Report

   Ms. Haines reported the following:

   - The Town's application for a federal Thrive grant for technical assistance for the Moodus business district was not approved.
   - The CT Department of Transportation approved the Town's request for them to conduct a traffic study in the Moodus business district.
   - She stated that a number of state roads are main arteries for the Town and advised that she will be meeting with representatives from the CT Department of Transportation to discuss her concerns related to several of those roads, such as sight lines and water issues, as well as their connections to Town roads.
   - The Swingbridge's opening and closing mechanism was damaged last weekend during normal operations and the construction company is bringing in an expert to review all of the bridge's mechanicals. In the meantime, they have temporarily suspended further openings.

A meeting with representatives of the local marine trades was conducted to discuss how to accommodate their seasonal spring business. They discussed the possibility of opening the bridge to marine traffic for a 6-hour window on one upcoming weekend day, potentially between the hours of 6 a.m. and 12 noon, to allow boat owners the ability to move their vessels to boatyards south of the bridge.

6. Public Comment

The following public comment was discussed:

- In response to a suggestion made by Pat Lacy to schedule an extended opening of the bridge during the evening hours when there was not so much vehicular traffic, Ms. Haines stated that it would not be safe for boaters to travel on the river after dark.

7. Unfinished Business

A. Cemetery Committee Letter & By-Laws: There was no new update on this agenda item.

8. New Business

A. Board of Selectmen 2023-2024 Proposed Budget Resolution: Ms. Haines provided information regarding the Board of Finance's April 18th Public Hearing on the proposed FY2023-2024 budget. She noted that, at the BOF's special meeting following the Public Hearing, they moved the proposed budget forward to the Board of Selectmen for the next steps.

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

RESOLVED, that a Special Town Meeting is hereby called to be held on May 2, 2023 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 18, 2023 to approve the budget of $38,393,165 for fiscal year 2023 – 2024.

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 16, 2023 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 $38,393,165, as recommended by the Board of Finance for fiscal year 2023-2024 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 16, 2023 and this resolution is hereby added to the agenda of such meeting.
Unanimous aye.

B. Call for Town Meeting

Motion made by Ms. Govert, 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, May 2, 2023 at 8:00 p.m., for the following purposes, to wit:

Item 1: To consider and act upon the following resolution:

RESOLVED, that the Town Meeting, pursuant to the recommendation of the Planning and Zoning Commission and Board of Selectmen, hereby authorizes the acceptance of one certain conveyance:

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.

Item 2: To consider and act upon the following resolution as recommended by the Board of Selectmen and the Board of Finance:

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 (Cemeteries operating budget, account 10544350-54424) 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.

Item 3: To consider and act upon the recommendation of the Board of Selectmen and Board of Finance 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", (revenue account 10542-43000 and expense accounts 10542070-51590).

Item 4: To consider and discuss (but not to vote on) the Town Budget for the 2023-2024 fiscal year in the amount of $38,393,165 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 $38,393,165, as recommended by the Board of Finance for fiscal year 2023–2024 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 16, 2023.

Item 5: To consider and discuss (but not to vote on) whether the town of East Haddam shall approve an amendment to the ordinance "**Chapter 12 Boards, Commission, Committees and Agencies to include Article XII Board of Selectmen**".

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 ballot labels on the following question:

> 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**"?

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 16, 2023**.

Item 6: To consider and discuss (but not to vote on) whether the town of East Haddam shall approve an amendment to the ordinance "**Chapter 12 Boards, Commission, Committees and Agencies to include Article XIII Board of Education**".

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 ballot labels on the following question:

> 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**"?

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 16, 2023**.

Item 7: To consider and discuss (but not to vote on) whether the town of East Haddam shall approve an amendment to the ordinance "**Chapter 133 Town Clerk to include Article II Term of Office**".

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 ballot labels on the following question:

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

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 16, 2023**.

Item 8: To consider and discuss (but not to vote on) whether the town of East Haddam shall approve an ordinance creating a chapter for the **"Registrar of Voters**".

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 ballot labels on the following question:

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

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 16, 2023**.

Item 9: To consider and discuss (but not to vote on) whether the town of East Haddam shall approve an ordinance creating a chapter for the "**Tax Collector**".

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 ballot labels on the following question:

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

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 16, 2023**.

Item 10: To consider and discuss (but not to vote on) whether the town of East Haddam shall approve an amendment to the ordinance "**Chapter 12 Boards, Commission, Committees and Agencies to include Article XIV Commencement of Terms**".

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 ballot labels on the following question:

> 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**"?

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 16, 2023**.

Item 11: 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 16, 2023**.
Unanimous aye.

C. Ethics Commission Request for Distribution of Code of Ethical Conduct: Ms. Haines called the Board's attention to the most recent meeting minutes for the Ethics Commission recommending that the Code of Ethical Conduct be distributed to all current Town employees and volunteers, with an acknowledgement signature form, and included in the onboarding packets for new employees and volunteers.

Ms. Haines stated that the Ethics Commission has been informed that the Code of Ethical Conduct is currently part of the employee handbook, which all employees have received, and new employees are given a copy of the handbook as part of their onboarding process.

Ms. Haines advised that Board/Commission/Committee volunteers received a copy of the Code of Ethics when it was originally drafted in 2008 but agreed that it would be a good idea to recirculate the Code to all Chairman for distribution to their members. She also agreed to provide a copy of the Code with all new Board/Commission/Committee appointment letters and include an acknowledgement of receipt form for the individual's signature.

Motion made by Ms. Govert, seconded by Mr. Dill, to acknowledge the request of the Ethics Commission and circulate the Code of Ethical Conduct to all Board, Commissions and Committees with an acknowledgement signature form as a reminder that they are persons governed by this code. Unanimous aye.

D. 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 a membership appointment and reappointment.

Motion made by Ms. Govert, seconded by Mr. Dill, to appoint Janie Pettindreigh to the vacant three-year term as a member of the Ethics Commission with a term to expire June 30, 2023 and to reappoint her to an additional three-year term with a term to expire June 30, 2026. Unanimous aye.

E. Tax Refunds: There were no tax refunds considered at the meeting.

9. Public Comment

There was no additional public comment brought up at the meeting.

10. Selectmen's Discussion

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

B. Other: Ms. Haines noted that the next regular BOS meeting is scheduled for May 3rd and advised that she and Ms. Govert have a conflict on their calendars for that date. The Board agreed to schedule a special meeting of the BOS for 6:30 p.m. on May 2nd, immediately prior to the scheduled Town Meeting.

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 7:30 p.m.

Recorded

Respectfully submitted,
Erik Dill, Secretary