Board of Selectmen
Municipal Office Complex
Meeting Rooms 1 & 2
February 5, 2025
Regular Meeting Minutes

Selectmen Present: I. Haines; T. Bourgoin; E. Dill

Also Present: D. Angersola; C. Mansfield; J. McGuire; M. Velez; L. Zemienieski and other members of the public

1. First Selectman Haines called the Board of Selectmen's meeting to order at 8:01 p.m. and the attendees said the Pledge of Allegiance.

2. Approval of Agenda

   Ms. Haines stated she would like to amend the agenda to move items 5A and 5B up to immediately following the approval of the agenda.

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

5. First Selectmen's Report

   A. Moodus Firehouse Renovation Committee Project Update and Request for Funding: Craig Mansfield, Chairman of the Moodus Firehouse Renovation Committee, provided the background on the Moodus Firehouse Renovation project and advised that three engineers had concluded that it would be unsafe to renovate and reuse current the Firehouse Company 2 building; consequently, the Renovation Committee has shifted its focus from a renovation project to a building project.

      Mr. Mansfield advised that the Committee had worked with Land Use Administrator Ventres to evaluate several potential alternative sites for a new firehouse and determined that the existing location is the best option. He noted that the egress from the existing site is safer than the other properties they considered and it also has the added benefit of already having utility lines run to the building and the well and septic system may be reusable.

      In response to a question from Mr. Dill, Mr. Mansfield stated that the Committee had not considered the Harris property as a potential site for the firehouse because the majority of the fire calls come in from the Moodus area.

      Mr. Mansfield advised that the Committee's current goal is to get the project construction ready so that they can begin to apply for grants. He noted that $122,000.00 was approved for the renovation design, $60,000.00 has been paid out and they expect to use the remaining funds for a site survey and environmental work.

Mr. Mansfield provided an overview of the design development phase and stated the Committee hopes to have the design documents ready to go out to bid in late summer or early fall. He stated that they are planning on constructing a 14,000sf building and the projected cost is $758.00 per square foot. He reviewed the costs to develop construction ready documents and for Silver Petrucelli to act as construction administrator. In response to questions from the Board, he advised that the existing firehouse is 7,000sf and he does not have a figure for the construction management expense.

Mr. Mansfield stated that it will cost approximately $233,000.00 to keep the project moving forward through 2025, and a total of $588,000.00 to see the project through the entire design development phase. Ms. Haines recommended the Board move forward a motion to ask the Board of Finance to approve funding for the complete design development phase.

Motion made by Mr. Dill, seconded by Ms. Bourgoin, to recommend that the Board of Finance approve funding of $588,000.00 to complete the design development phase for construction of a new firehouse for Company No. 2. Unanimous aye.

In response to a request from Ms. Haines, Mr. Mansfield provided an update on the Swingbridge work. He reported that, two weeks prior, the bridge had failed an opening when one of the cables malfunctioned. He advised that there was a 2-week lead time to receive a replacement cable; however, the construction company is still anticipating completing the bridge work by the end of February. He noted that they are still working on repairs to the pylons which will require lane closures on the bridge.

B. Town Wide Pavement Condition Assessment Presentation – BETA Group: Ms. Haines introduced Mr. Joseph McGuire of the BETA Group. Mr. McGuire stated that he is with BETA Group's Civil/Site Engineering section and providing some background on the company. He explained that the approach BETA takes allows municipalities to be proactive, rather than reactive, through informed decision making for their road repair/maintenance projects.

Mr. McGuire advised that BETA had done some analysis of the Town's roads in 2010-11 and that they had downloaded that information for the basis of the current road scans. He presented the findings from the road scans the BETA Group had just completed for the Town.

Mr. McGuire stated that BETA analyzed approximately 107 miles of the Town's paved roads; however, they have not yet scanned the gravel roads. He stated that the overall average rating of the Town's roads, on a scale of 1-100, is 59.27. He noted that the average rating in New England is 68 to 69.

Mr. McGuire informed the Selectmen that BETA estimates the cost of road repairs as follows: $48/sq. yard for major rehabilitation work; $18/sq. yard for minor rehabilitation work; $9.50/sq. yard for preventative maintenance, and $1/sq. yard for routine maintenance. He stated that East Haddam has 38.46 miles of road that requires major work and 14.12 miles of road that requires minor repair work. Mr. McGuire projected

the total cost to eliminate all of the backlog of rehabilitation work needed is $25.2M. He noted that that did not include any curb or utility work along the roads.

There was a general discussion regarding how the BETA tool can be used to create and plan financing for a long-term road maintenance plan. He recommended creating a 3-5 year plan and emphasized the need to include preventative and routine maintenance in Town's long-term road plan.

Ms. Haines thanked Mr. McGuire for his presentation. She stated that she and Public Works Director Velez will present the road analysis data to the Board of Finance at their February 10th meeting. She stated that Ms. Velez will request funding for the 2025-2026 fiscal year but they will also recommend the Board of Finance consider funding for a long-term road maintenance plan.

Public Works Director Velez displayed a groundwater drain pipe and explained how it is typically installed. She noted that, although the pipe had been installed upside down on Daniel Peck Road, in that particular application, it did not matter whether it was installed upside down or the other way around since it was being used to drain gravity fed groundwater away from the road. She also noted that the individual who criticized the installation project at a Town meeting had, in fact, been a Public Works employee at the time he observed the work and, although concerned about the installation, he had not brought his concerns up with anyone in Public Works management.

3. Approval of Minutes: Special Meeting of January 14, 2025, Regular Meeting of January 15, 2025, Special Meeting of January 28, 2025, and Special Meeting of January 29, 2025

Ms. Haines called the Board's attention to copies of several minutes of their in their meeting packets.

Motion made by Ms. Bourgoin, seconded by Mr. Dill to approve the minutes of the Special Meeting of January 14, 2025 as written. Unanimous aye.

Motion made by Mr. Dill, seconded by Ms. Bourgoin to approve the minutes of the Regular Meeting of January 15, 2025 as written. Unanimous aye.

Motion made by Ms. Bourgoin, seconded by Mr. Dill to approve the minutes of the Special Meeting of January 28, 2025 as written. Unanimous aye.

Motion made by Mr. Dill, seconded by Ms. Bourgoin to approve the minutes of the Special Meeting of January 29, 2025 as written. Unanimous aye.

4. Correspondence

A. OSTA Email Regarding Route 149 Passing Zone Review: Ms. Haines called the Board's attention to an email from Roderick Joslin, Transportation Engineer 1, CT Department of Transportation, Office of State Traffic Administration, dated January 17, 2025, informing the Town that OSHA had received a request from the town of Colchester to review passing zones on Route 149, some of which fall within the limits of East Haddam.

B. Shaltiel Letter Regarding Holocaust Remembrance Day: Ms. Haines called the Board's attention to a letter in their meeting packets from Amalia Shaltiel, dated January 27, 2025, expressing her appreciation for the Town's recent proclamation opposing antisemitism and honoring World Holocaust Remembrance Day in town. Ms. Haines read Ms. Shaltiel's letter to the Board and meeting attendees which relayed Ms. Shaltiel's family's personal history with the Holocaust in Germany.

C. Residents' Comments Regarding Automated Traffic Enforcement Devices: Ms. Haines called the Board's attention to the following two emails related to Automated Traffic Enforcement Devices:

- Gary Laliberte, dated January 23, 2025, who opposed the use of the automated devices, and
- Robert Simmons, dated January15, 2025, who appreciated the Board's recent discussion regarding the use of automated traffic devices in Town and encouraged the Selectmen take their time making a decision; Mr. Simmons also recommended setting the devices to +20 mph over the speed limit to trigger violations.

5. First Selectmen's Report: This agenda item was discussed earlier in the meeting and is covered in the minutes above. Ms. Haines stated that she had nothing additional to add to her report.

6. Public Comment: There was no public comment brought up for discussion at the meeting.

7. Unfinished Business

A. Automated Traffic Enforcement Safety Devices (ATESD) Discussion: Ms. Haines polled the Selectmen who concurred that they feel a +15mph over the published speed limit would be appropriate; however, they would like to review the data from the trial period before finalizing it. There was no further update on this agenda item.

B. Three Bridges Cemetery Discussion and Potential Resolution: Ms. Haines reported that the potential for transferring the Three Bridges Cemetery over to Town ownership was discussed at a recent Planning and Zoning Commission meeting and the Commissioners agreed that acceptance of the transfer by the Town would be in compliance with the Town's Plan of Conservation and Development.

8. New Business

A. Neighborhood Assistance Act – 2023 Goodspeed Project Proposal Revision: Ms. Haines requested Ms. Zemienieski provide background on this agenda item.

Ms. Zemienieski stated that any program receiving $25,000.00 or more in NAA funding is required to provide a post-project audit, prepared by a certified public accounting firm, to the municipality overseeing the program, which must include specific details. She stated that the Goodspeed is working on the audit to put them in compliance for the CT NAA funds for 2023.

Ms. Zemienieski advised that approved 2023 NAA projects needed to be completed by December 31, 2024 and, when writing the original proposal, the Goodspeed had anticipated that work on the Parking Area and Façade Renovations was going to start in the Fall of 2024. She said that the Goodspeed would have been able to apply the NAA funding to those projects but, because they did not start as anticipated, the Goodspeed needed to update the proposal to apply the dollars to other qualifying projects.

Ms. Zemienieski further stated that, under Conn. Gen. Stat. § Sec. 12-637a, the municipal agency plays a key role in overseeing the post-project audit process and certifying that the organization's expenditures were made in accordance with the approved program proposal. Consequently, since the municipal agency is tasked with both certifying the audit and monitoring the implementation of the program, the Board of Selectmen are the appropriate entity to determine whether modifications to the originally approved program proposal can be considered.

Ms. Zemienieski advised that, because the Goodspeed wishes to make adjustments to the initial program proposal that was approved for the given year, it is important that the modifications be explicitly outlined on Form NAA-01 and the revised form must be resubmitted to the respective municipality for approval.

Motion made by Mr. Dill, seconded by Ms. Bourgoin, to approve, and forward to the State for their approval, the revisions to the 2023 Neighborhood Assistance Act Program Proposal from Goodspeed Opera House Foundation reducing their request for funding from $90,100 to $40,000 by changing their project from demolition and replacement of electrical controls and fixtures to design, build and installation of Gelston House Signage, and Goodspeed HVAC Compressor repairs and upgrades and including administrative costs for their staff. Unanimous aye.

B. Frontier Letter of Support Discussion – DEEP ConneCT Communities Grant Program – Round 2: Ms. Haines called the Board's attention to materials in their meeting packets from Frontier requesting a letter of support to provide broadband connection to East Haddam residents by applying for the second round of the ConneCTed Communities Grant Program organized by the State of Connecticut.

Motion made by Ms. Bourgoin, seconded by Mr. Dill, that the Board of Selectmen authorize a letter of support to Frontier for their application for the second round of the ConneCTed Communities Grant Program organized by the State of Connecticut in support of providing broadband connection to East Haddam residents.

In response to a question from Ms. Bourgoin, Ms. Haines confirmed that the Frontier project would not impact the Town's ability to apply for grants for its broadband project.

Unanimous aye

C. Beer & Wine Request – Rathbun Library – Art Show: Ms. Haines called the Selectmen's attention to an email from Evelyn Morgen, dated November 5, 2024, in their meeting packets advising that the Rathbun Library is hosting an art show opening on Friday, April 4, 2025, and would like to serve beer and wine.

Motion made by Ms. Bourgoin, seconded by Mr. Dill, to approve beer and wine service at the Rathbun Library for the "Art Show Opening" on Friday, April 4, 2025. Unanimous aye.

D. Board/Commission/Committee Changes: There were no Board, Commission or Committee changes discussed at the meeting.

E. Tax Refunds: Three tax refunds were considered at the meeting.

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

- $244.59 to Michelle Kettlety;
- $146.82 to Victoria Girouard, and
- $322.72 to Daimler Trust.

Unanimous aye.

9. Selectmen's Discussion

A. Liaison's Reports: Ms. Bourgoin reported that, at the January 17th Sustainability Committee meeting, there was a very good presentation on energy use and consumption in East Haddam. She suggested the Board of Selectmen include the presentation on one of the agendas after the budget season

B. Other: In response to a question raised by Mr. Dill Ms. Haines advised that she can provide a list of which departments purchased vehicles in FY2024-2025.

Ms. Haines advised that she plans to discuss the results of the Composting program with Public Works Director Velez and the possibility of shifting the funds the Town is investing in that program to developing a local Hazmat collection program.

10. Adjournment: There being no additional business to discuss, a motion was made by Mr. Dill, seconded by Ms. Bourgoin, to adjourn the meeting 9:50 p.m.

Recorded

Respectfully submitted,
Erik Dill, Secretary