Board of Selectmen
Municipal Office Complex
Meeting Rooms 1 & 2
October 15, 2025
Regular Meeting Minutes

Selectmen Present: I. Haines; T. Bourgoin; E Dill
Also Present: D. Dill; B. Knox (remotely); L. Zemienieski and other members of the public

1. First Selectman Haines called the Board of Selectmen's meeting to order at 7:12 p.m. and the attendees said the Pledge of Allegiance.

2. Approval of Agenda

Ms. Haines stated that she would like to move agenda item 7.A. – Automated Traffic Enforcement Safety Devices (ATESD), up for discussion next.

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

7. Unfinished Business

A. Automated Traffic Enforcement Safety Devices (ATESD) Discussion: Ms. Haines introduced Mr. Knox of Dacra Tech, LLC and asked him to provide clarification on the company's cancellation policy and whether or not the Town pays any fee to Dacra Tech, LLC if an issued ticket is not paid.

Mr. Knox advised that, since he last spoke with the Board, the company's contracts have been made more flexible. He stated that the updated termination clause states that the municipality can cancel the contract at any time with a 90-day notice. He noted that no new fees are incurred during the notice period. Mr. Knox confirmed that municipalities no longer have to lease the cameras but, rather, use of them is included in the "per service pricing" fee.

Mr. Knox explained the company's fee structure, stated that a municipality pays $6 per unpaid ticket, and confirmed that there is no minimum contract term. There was a general discussion about Middletown, CT's experience with the ATESDs and the CT Department of Transportation's site approvals. Mr. Knox responded to several additional questions from the Board.

Ms. Haines thanked Mr. Knox for participating in the meeting. She advised the Board that under CT Statute there are constraints on what the funds raised by a ATESD program can be used for. She noted that she will send the Dacra Tech LLC contract to the Town's attorney for review and asked the Selectmen to think about what level of excess miles above the speed limit should be used to trigger a citation.

3. Approval of Minutes – Regular Meeting of October 1, 2025 and Special Meeting of October 2, 2025

Ms. Haines called the Board's attention to draft minutes in their meeting packets.

Motion made by Ms. Bourgoin, seconded by Ms. Haines, to approve the minutes of the Regular Meeting of October 1, 2025 as written. Mr. Dill abstained from the vote and the motion passed by a majority of ayes.

Motion made by Mr. Dill, seconded by Ms. Bourgoin, to approve the minutes of the Special Meeting of October 2, 2025 as written. Unanimous aye.

5. First Selectmen's Report

Ms. Haines reported the following:

- The Lake Hayward Association received a permit from CT DEEP to do their dam repairs. They will coordinate with the appropriate Town departments and Commissions.

- The Swingbridge load restriction is being lifted at the end of the week.

She provided the following update on road work:

- The Sheepskin Hollow bridge repair has been completed.
- The Jones Hill Road shim overlay has been completed.
- Smith, Alger, and Daniels roads are currently being worked on.
- Cove Road repairs should be completed this fall.
- Work will begin on Maple Avenue and Great Hillwood next spring.

She noted that the above represents approximately 17 miles of roads.

The following events were also noted:

- 10/25 – Drug Takeback Day
- 10/31 – Project Safe Halloween
- 10/18 – Halloween event in the Village

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

7. Unfinished Business

A. Automated Traffic Enforcement Safety Devices (ATESD) Discussion: This agenda item was discussed earlier in the meeting and is covered in the above minutes.

B. Tax Increment Financing Policy Approval: Ms. Haines stated that Land Use Administrator Ventres, Economic Development Commission and Planning & Zoning Commission had been informed of the draft Tax Increment Financing policy. She noted that it is also on the Board of Finance's October 20th meeting agenda. Ms. Bourgoin noted that P&Z had

discussed the policy at their October 14th meeting and expressed their confusion by the note at the top of the policy indicating that the BOS had approved the policy. Ms. Zemienieski stated that she had informed P&Z to disregard the note when she sent it to them.

8. New Business

A. Grant Acceptance – FY2024 Emergency Management Performance Grant: Ms. Haines called the Board's attention to a notice of grant award in their meeting packets from the Department of Emergency Services and Public Protection advising that the Town had been awarded an Emergency Management Performance Grant. She advised that the original grant the Selectman had accepted was for $5,000.00; however, the Town received notice that the amount is actually $5,447.45, so the Board must amend their motion to reflect the correct amount.

Motion made by Mr. Dill, seconded by Ms. Bourgoin, to accept a grant in the amount of $5,447.45 from the State of Connecticut, Department of Emergency Services & Public Protection, Division of Emergency Management and Homeland Security, entitled "FY 2024 Emergency Management Performance Grant", and send acceptance of said grant to the Board of Finance and then to Town Meeting for approval. Unanimous aye.

B. Board/Commission/Committee Changes (SUSCT): Ms. Haines called the Selectmen's attention to a copy of the minutes of the September 16, 2025 Sustainability Team meeting recommending the appointment of a new member.

Motion made by Ms. Bourgoin, seconded by Mr. Dill, to appoint Jay Fortner as a member of the East Haddam Sustainability Team to serve until the desired certification level has been achieved. Unanimous aye.

C. Tax Refunds: Ms. Haines called the Board's attention to five tax refunds.

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

- $ 370.31 to Nissan Infiniti LT, LLC,
- $ 414.78 to Honda Lease Trust,
- $ 729.47 to Clare Simpson,
- $1,010.74 to Nissan Infiniti LT, LLC, and
- $ 252.48 to Honda Lease Trust.

Unanimous aye.

9. Selectmen's Discussion

A. Liaison's Reports: Ms. Bourgoin reiterated that the CT Sustainability Ceremony will be held on October 28th at the Goodspeed Opera House. She also reported that the Eight Mile Riverfest will be held on October 18th.

B. Other: Ms. Haines advised that the annual Thunder in the Valley event will be held on October 18th.

In response to a request from Ms. Zemienieski, the Selectmen agreed to schedule a Special Meeting at 4:00 p.m. on October 22nd to address several outstanding issues.

10. Adjournment: There being no additional business to discuss, a motion was made by Mr. Dill, seconded by Ms. Bourgoin, to adjourn the meeting at 7:55 p.m. .

Recorded

Respectfully submitted,
Erik Dill, Secretary