

**BOARD OF SELECTMEN
REGULAR MEETING
TUESDAY, JANUARY 5, 2021, 7:00 P.M.
MEETING ROOM 1, SALEM TOWN HALL**

PRESENT

Kevin Lyden
Edward Chmielewski, Jr.
Hugh McKenney
Terri Salas

ABSENT

Ron LaBonte

CALL TO ORDER

First Selectman Lyden called the meeting to order at 7:08 p.m.

1. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was followed by a moment of silence/prayer for long-time Salem Resident Anne Duncan, who passed away on Christmas Day.

2. APPROVAL OF MINUTES

A. Tuesday, December 8, 2020 Board of Selectmen Regular Meeting

M/S/C: McKenney/Chmielewski, to approve the Regular Meeting Minutes of Tuesday, December 8, 2020. Discussion: None. Voice vote, 4-0, all in favor.

2. ADJUSTMENTS TO THE AGENDA:

M/S/C: McKenney/Salas, to add the following item to the Agenda:

4(E) Supplemental Appropriation in the amount of \$10,000.00 to the Planning & Zoning Commission Budget

Discussion: First Selectman Lyden stated that, due to the need for legal guidance for public hearings and various issues, the Commission's line item for legal services is currently over-expended. Voice vote, 4-0, all in favor.

4. CORRESPONDENCE/PUBLIC COMMENTS

E-mail public comment to SelectmenPublicComment@salemct.gov prior to 7:10 p.m.

No comments were received via e-mail or the white drop box located in front of Town Hall.

5. AGENDA:

**A. Extension of the State of Emergency for the Town of Salem, CT, until April 15, 2021
(Discussion & Action)**

M/S/C: Chmielewski/Salas, to extend the Declaration of the State of Emergency for the Town of Salem, Connecticut to April 15, 2021 at 5:00 p.m. Discussion: The current State of Emergency is due to expire on February 8, 2021. At the

request of Selectman McKenney, the COVID-related expenses, to date, will be provided to the Board. Voice vote, 4-0, all in favor.

B. Set Town Meeting (per attached Resolution) for the Supplemental Appropriation to Fund School Oil Tank Replacement *(Discussion and Action)*

M/S/C: Chmielewski/McKenney, to, pursuant to the Salem Town Charter Section 10.03, paragraph B(3), submit the supplemental appropriation of One Hundred Forty Thousand Dollars (\$140,000.00) from the Unassigned Fund Balance for the replacement of an underground heating oil storage tank with an above-ground heating oil storage tank at the Salem School to a Hybrid Town Meeting under Governor Lamont's Executive Order H, to be held on Tuesday, February 2, 2021, 6:30 p.m., at Salem Town Hall. Discussion: Last month, the Board voted to approve the re-funding of the bond, saving the Town approximately \$150,000.00 at the end of the term. The secondary item that requires funding is the de-installation/replacement of the underground 28/29-year old Salem School fuel oil tanks. The underground tanks require annual testing and, after 25-years of age, become increasingly costly to insure. The project is estimated to cost approximately \$180,000.00 and \$40,000.00 has been allocated to date in the town's Capital Plan. A portion of the funds is expected to be reimbursed by the State. Per the Town Charter, the item does not need to go to a referendum, but a Town Meeting must be held. Due to the pandemic, the Town Meeting will be hybrid. Residents will be able to vote via Zoom. A minimum of 10 individuals may be physically present at the meeting. The Town Meeting will be posted on the Town website and e-blasted to those who have registered to receive the Town's News & Announcements. The roof replacement will be held off for another year. Voice vote, 4-0, all in favor.

C. COVID-19 Update *(Discussion)*

First Selectman Lyden reported that 113 COVID-19 positive cases and 2 deaths have been reported to date and continue to rise. Per the Governor's Executive Order 9-R, the Tax Deferral Program has been activated, allowing residents an additional 90 days to submit their tax payments. Residents must complete and submit a form to the Tax Collector's office no later than January 31 to qualify for the deferment. Due to a COVID-19 positive case, the Library was temporarily closed. The Library continues to offer curbside pick-up and the installation of the new HVAC (Heating, Ventilation, and Air Conditioning) system is nearly complete. Both the Town Hall and Library continue to be cleaned twice daily and commonly used surfaces are cleaned throughout the day.

D. Tax Collector Refunds *(Action Item)*

M/S/C: Chmielewski/Salas, to direct the Town Treasurer to issue refunds, recommended and certified by the Tax Collector, as presented, to the Board of Selectmen in the amount of \$4,569.82 (four thousand five hundred sixty-

nine dollars and eighty-two cents) on the 5th day of January 2021. Discussion: None. Voice vote, 4-0, all in favor.

E. Supplemental Appropriation in the amount of \$10,000.00 to the Planning & Zoning Commission Budget

M/S/C: McKenney/Salas, per section 10.09 of the Salem Town Charter, to approve a supplemental appropriation to Department 630, Planning and Zoning Commission, Line Item 5-630-224, Legal Services, in the amount of \$10,000.00. Discussion: None. Voice vote, 4-0, all in favor.

5. REPORTS:

A. FIRST SELECTMAN

On behalf of his family, First Selectman Lyden wished everyone a *Hau'oli Makahiki Hou*. He thanked the many townspeople who donated their time and money to help their fellow townspeople in need throughout the year and, especially, during the holiday season; the outpouring is very heartwarming. Selectman McKenney agreed, adding that five (5) truckloads of food and many monetary donations were received during Care & Share's recent holiday drive. Selectman Chmielewski concurred, adding that they are very fortunate to have such a caring community. Selectwoman Salas commended the Resident State Troopers, who worked with Treasurer Pam Henry and *Two Brothers Restaurant*, on a successful Toy Drive.

Residents may find information regarding the Home Energy Solutions program and Eversource Payment Assistance and Protection programs on the town website.

B. BOARD OF EDUCATION (BOE)

Selectman McKenney reported that, at their most recent meeting in early December, the BOE discussed the RFP (Request for Proposal) for the Superintendent search and the development of the Salem School Administration's organizational structure. The School will continue to engage in remote learning until after the Martin Luther King holiday. The BOE is also investigating the various mechanisms by which to fund the estimated \$131,000.00 for COVID-19 costs that have been incurred to date. Approximately 1.5% of the fiscal year budget is unencumbered at this time.

C. BOARD OF FINANCE

First Selectman Lyden reported that the RFP for auditing services was approved and went out today; a final decision is expected to be made by the end of March 2021.

E. PLANNING AND ZONING COMMISSION

Selectwoman Salas reported that, while she was unable to attend the meeting, the Commission continued their discussions regarding the Plan of Conservation and Development (POCD) and related survey, to which she submitted suggestions/comments.

First Selectman Lyden commended the Commissioners on a very fair and professional job during the Public Hearings with the help of the Town Attorney, Town Planner Justin LaFountain, and Zoning and Wetlands Officer Matthew Allen. Selectwoman Salas agreed, adding that the Commissioners held very thorough, thoughtful, and respectful discussions, asked pertinent questions, and ensured that the public was engaged, reading all of the written correspondence that was received by the residents. On behalf of the Board, Selectman Chmielewski wished to convey their appreciation to the Commission.

F. ECONOMIC DEVELOPMENT COMMISSION (EDC)

Selectman Chmielewski reported that input and updates were received from Senator Paul Formica, Representative Holly Cheeseman, and the First Selectman — all of whom offered their holiday wishes. The Commissioners continued their discussion regarding 1 New London Road, where it appears that the garbage may, again, be overflowing. They continue to discuss the 2021/2022 Business & Service Directory and Commissioners Robillard and Shelley will begin working on outreach initiatives and contacting the local businesses and updating their information. They also discussed the recent approval of the 48-unit Age-Restricted Development on Norwich Road. The development will utilize only 8 of the 44-acre property and is estimated to bring in \$160,000.00 to \$170,000.00 in tax revenue to the town. First Selectman Lyden added that the housing development, which is included in the town's POCD and Vision Statement, is long overdue. He also commended the residents who have been actively supporting the town's local businesses during these difficult times. Selectman Chmielewski agreed, adding that the town is very fortunate to have great businesses with dedicated employees.

G. LIBRARY

In lieu of Selectman LaBonte, First Selectman Lyden reported that the work is continuing on the HVAC system. Due to the sediment build-up, it is expected that some of the piping and valves will need to be replaced. The new control system with five zones has been installed. An all-inclusive price was received and a five-year full maintenance agreement has been signed with the company. The Library continues to offer curbside pick-up.

H. MILITARY LIAISON

As home to numerous military families, veterans, retirees, active duty members, and reservists, Selectman Chmielewski reported that Salem VFW (Veterans of Foreign Wars) Commander Steve Buck has been actively recruiting additional members to the VFW. They continue to help those veterans in need and commended the support system.

6. ADJOURNMENT

M/S/C: Salas/Chmielewski, to adjourn the meeting at 7:49 p.m. Discussion: None. Voice vote, 4-0, all in favor. Meeting adjourned.

Respectfully Submitted by: Agnes T. Miyuki, Recording Secretary for the Town of Salem