

**BOARD OF SELECTMEN
REGULAR MEETING MINUTES
TUESDAY, APRIL 4, 2023, 7:00 PM
SALEM TOWN HALL – CONFERENCE ROOM 1**

**The minutes submitted below have been filed in accordance with
Section 1-225 of the CT General Statutes. They are subject to
final approval with or without amendments by a vote of the Board of Selectmen.
Approval and any such amendments will be detailed in subsequent minutes.**

PRESENT

Edward Chmielewski, Jr.
Thomas (TJ) Butcher
Ron LaBonte
Kevin Lyden
Pam Munro

ABSENT

none

CALL TO ORDER

First Selectman Chmielewski called the meeting to order at 7:00 p.m.

1. PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES:

a. Tuesday, March 7, 2023 Board of Selectmen Regular Meeting

**M/S/C: LaBonte/Butcher, to approve the March 7, 2023 Board of Selectmen
Regular Meeting Minutes. Discussion: None. Voice vote, 4-0-1. Voting in
Favor: Selectmen Butcher, LaBonte, Munro, and Chmielewski. Voting in
Opposition: None. Voting in Abstention: Selectman Lyden.**

b. Friday, March 10, 2023 Board of Selectmen Special Meeting

**M/S/C: Butcher/LaBonte, to approve the March 10, 2023 Board of Selectmen
Special Meeting Minutes. Discussion: None. Voice vote, 4-0-1. Voting in
Favor: Selectmen Butcher, LaBonte, Munro, and Chmielewski. Voting in
Opposition: None. Voting in Abstention: Selectman Lyden.**

3. CORRESPONDENCE / PUBLIC COMMENTS – *none*

4. AGENDA

a. Disc Golf Update

Disc Golf Course Committee Liaison Selectman Butcher reported that a site walk was held with the town's Emergency Services and Emergency Management Personnel, including Emergency Management Director Mike Bednarz, representatives from the Gardner Lake and Salem Fire Volunteer Fire Companies, and Public Works Department.

Concerns regarding the safety of and access to the Course's holes and baskets were reviewed and discussed. Following the Site Walk, the Committee consulted with CIRMA (Connecticut Interlocal Risk Management Agency) regarding the importance of mitigating the risks and recommended conducting regular assessments of the Course. An application for an As-of-Right Determination was submitted to and approved by the Inland Wetlands & Conservation Commission for the elimination of one crossing and the addition of a fourth crossing; three (3) of the bridges were previously reviewed and approved by the Commission. Most recently, a request was submitted to the Planning & Zoning Commission which unanimously issued a Favorable §8-24 Review for the redesigned Course. A kiosk will be installed with a map, the rules, and any additional details regarding the Course. In addition, a map of the property, designating their location, and an arrow pointing to the quickest route to the parking lot will be posted at each hole and the intersecting trails. QR Codes will also be posted for easy access to the same information. Armed with all of the necessary reviews and approvals, the Committee is requesting the Board of Selectmen's consensus to move forward with the project. It was noted that a final site walk with the Emergency Services/Emergency Management team will be conducted following its completion. While volunteers will be donating their time for labor, there will be a cost for materials, the construction and installation of the bridge, and the signage. The Course is estimated to be completed in late spring/early summer. A Ribbon Cutting Ceremony to celebrate the (re-) opening of the Course may be planned.

Selectman Lyden clarified that the Course would be located in the same area but begin and end at Volunteer Park on Forsyth Road rather than at the Salem Community Park Pavilion. He commended the Committee on doing a thorough job and was pleased by the trail markers. He recommended that the duties of the volunteers be clarified and approved by the First Selectman.

First Selectman Chmielewski concurred, adding that the project is well-planned and coordinated and involved all of the necessary stakeholders. He expressed his support and looks forward to the project's completion. He also suggested the possibility of providing a final presentation to the Board once the Course is completed. He expressed his appreciation to all of the individuals who were and are involved with the project.

The Selectmen expressed their consensus on the Disc Golf Course project.

- b. Authorize the First Selectman to extend the Contract for Municipal Services for Transfer Station Operations and Support Services with Contractor Operator Gary Alligood for a period of one-year, effective July 1, 2023.** *(Action Item)*

M/S/C: Lyden/LaBonte, to authorize the First Selectman to extend the Contract for Municipal Services for Transfer Station Operations and Support Services with Contractor/Operator Gary Alligood for a period of one-year, effective

July 1, 2023. The conditions of the Contract will remain the same, with the exception of increasing the rate to up to 2%. Discussion: Selectman Chmielewski and Lyden commended Contractor/Operator Alligood for continuing to do a great job. First Selectman Chmielewski expressed his appreciation, adding that he consistently maintains good communication with the Town Hall staff and Public Works crew, as evidenced by the recent issues encountered with one of the trash compactors. Voice vote, 5-0, all in favor.

- c. Set Annual Town Meeting to adopt budget per Section 10.07d of the Salem Town Charter on May 3, 2023, at 7:00 p.m., at Salem School**

M/S/C: Lyden/Butcher, to set the Annual Town Meeting to adopt the FY2023/24 Budget per Section 10.07d of the Salem Town Charter on May 3, 2023, at 7:00 p.m., in the Salem School Multi-Purpose Room. Discussion: Selectman Lyden stated that the Referendum will be held the following week. Voice vote, 5-0, all in favor.

- d. Tax Collector's Refunds**

M/S/C: LaBonte/Butcher, 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 \$3,521.37 (three thousand twenty-one dollars and thirty-seven cents) on this 4th day of April 2023. Discussion: None. Voice vote, 5-0, all in favor.

5. REPORTS:

a. FIRST SELECTMAN

First Selectman Chmielewski recited the joint communication, dated March 31, 2023, between Superintendent Brian Hendrickson, Salem BOE Chairman Sean Reith, and himself, regarding their ongoing collaboration concerning school safety and security. Selectwoman Munro stated that, though all of the entities play different roles, they all have the same goal; it is important that everyone is aware of all of the roles and works together to achieve their goal(s). Selectman Butcher concurred.

A copy of each of the departments' updates (*on file*) was provided to the Board. Notable is the ongoing rise in the town's collection rate, which is currently 97.95%.

b. EMERGENCY SERVICES – POLICE / FIRE

First Selectman Chmielewski reviewed the monthly report received from Connecticut State Police Lt. Adam Litwin. The report indicates that, in the month of March 2023, 221 Calls for Service were received, 44 Motor Vehicle Enforcement Actions were made, and noteworthy events include a visit with the Salem School Pre-K students, Salem School Lockdown Drill, and a Town Safety Meeting. He expressed his appreciation of

the town's Resident State Troopers, adding that police activity has increased following the COVID-19 pandemic throughout the region.

The Emergency Services and Emergency Management teams continue to meet and improve their communication with both of the Volunteer Fire Companies. He commended both Fire Marshal Tom Main and Deputy Fire Marshal Jeff Standish on their supervisory roles and the Firefighters/EMTs. Selectmen Butcher and LaBonte, who were appointed to serve on the Gardner Lake Volunteer Fire Company (GLVFCO) Ambulance Negotiation Committee for the Stipend Agreement, met with the GLVFCO Ambulance and engaged in a general dialogue regarding the re-negotiation of the Contract, opening the door to future discussions. Their next meeting will be held next Thursday, April 13. Selectman Butcher concurred, adding that there is room for negotiation and the meeting was well-received. Selectman LaBonte also reported that the most recent Chiefs' meeting was well-attended with representatives from both Fire Companies.

First Selectman Chmielewski expressed his appreciation to Selectmen LaBonte and Lyden, Emergency Management Director Mike Bednarz, and Finance Specialist Lisa Jablonski for their help in crafting the FY2023/24 Budget for the Emergency Services and Emergency Management Departments. Additions and enhancements were made to the budget to help make the town safer.

c. EMERGENCY MANAGEMENT – *see item 5(b)*

d. PARKS & RECREATION

The Recreation Commission has been busy with the re-designing of the Disc Golf Course and is working with the Public Works Department to enhance the Volleyball Court at the Salem Community Park Pavilion. Selectman Lyden stated that they have also met with Resident Tim Bell, who is experienced in the construction of volleyball courts, for his guidance. One of the issues at the Park involves those who neglect to pick up their dog's excrement, regardless of the Dog Waste Stations. He suggested the possibility of installing an entrance to the Park and signage stating its Rules. Should the issue continue to exacerbate, security cameras may need to be installed and/or dogs may be banned from the Park during certain periods. The issue prohibits the residents from enjoying the Park. Selectwoman Munro concurred, adding that similar issues exist at the School. First Selectman Chmielewski also agreed, adding that the Park is also experiencing issues with people doing donuts with their vehicles and are planning to engage their Security vendor to review the area for suggestions.

e. BOARD OF FINANCE

The Board of Finance FY2023/24 Budget Public Hearing will be held on Wednesday, April 12 at 7:00 p.m. in the Salem School Multi-Purpose Room. Copies of the Budget

Book are available at Town Hall and at the town website. First Selectman Chmielewski thanked his colleagues for their support.

f. BOARD OF EDUCATION (BOE)

Selectwoman Munro reported that the Administrative Professionals were recognized during the BOE's April Regular Meeting. The BOE also voted to continue participating in the Government Healthy Foods Certification/Food Service Program. There are numerous upcoming spring activities at East Lyme High School (ELHS), including sports, dances, and the SATs. The BOE is in the process of changing its policy so that the ELHS Student Representative is selected by the BOE and School Administration, rather than the ELHS Principal. The Superintendent shared the Annual School Climate Report, which reflects an increase in parent communication and staff participation in student referrals, with the BOE Members. The SY2023/24 BOE Proposed Budget was reduced by \$88,000.00 by the Board of Finance and, due to the time frame, the BOE will not be making any line-item changes to their original budget before next Wednesday evening's Public Hearing to accommodate the decrease.

Salem School Building (Roof) Subcommittee – The Subcommittee met with the Architect and a virtual meeting will be held tomorrow morning with the state and Architect. They are expecting to receive permission to move forward with the Call for Bids by April 10 and the Subcommittee plans to meet later in the month to select the Contractor. The ducts and piping will be thoroughly cleaned before the installation of the air handlers, which will be delayed due to supply chain issues. Selectman Lyden stated that the RFP (Request for Proposal) should be approved by the First and Acting Selectmen and Town Attorney before it is released to the public. Approximately 50% of the roof project will be reimbursed by the state; the air handlers, themselves, do not qualify for reimbursement.

Selectman Lyden requested that she ask the BOE regarding the status of the bids for the School Generator project.

g. PLANNING AND ZONING COMMISSION

The Commission has held several Public Hearings and will be hearing an application for a multi-family residential development at 496 New London Road on Tuesday, April 11.

h. ECONOMIC DEVELOPMENT COMMISSION

The Commission continues meet and work with the town's businesses.

i. LIBRARY

First Selectman Chmielewski commended the Library Director and her staff. He reported that the Library's storage closet, which was formerly used by the Friends of the Library to sort books, has been cleaned and painted. Shelving will be installed for the storage of library materials. The Public Works crew is also continuing to work on the renovations of

the Old Library, which is slated for completion in May. The renovations include a new ADA-accessible bathroom, interior painting, and the re-installation of the old Cupola. A dehumidifier will also be placed in the basement; the basement will not be used for storage or open to the public. The building will offer used books for sale and may be reserved for small meetings by community organizations.

j. TVCCA (Thames Valley Council for Community Action)

Selectwoman Munro reported that she was unable to attend the re-scheduled Strategic Planning Committee Retreat that was postponed due to inclement weather. They are in the early planning stages of the construction of a new TVCCA Childcare Center in Groton.

ADJOURNMENT

M/S/C: LaBonte/Butcher, to adjourn the meeting at 8:00 p.m. Discussion: None. Voice vote, 5-0, all in favor. Meeting adjourned.

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

A VIDEO RECORD OF THE MEETING CAN BE FOUND ON THE TOWN'S WEBSITE UNDER BOARDS & COMMISSIONS – BOARD OF SELECTMEN – MEETING VIDEOS.