

**EAST LYME BOARD OF SELECTMEN
REGULAR MEETING
Wednesday, DECEMBER 2nd, 2015
MINUTES**

PRESENT: Mark Nickerson, First Selectman, Holly Cheeseman, Rose Ann Hardy,
Marc Salerno, Robert Wilson

ALSO PRESENT: Donna Bekech, Assessor
Joe Bragaw, Director of Public Works
Anna Johnson, Finance Director

FILED IN EAST LYME
CONNECTICUT
Dec 7 2015 AT 9:55 AM
W. Salerno
EAST LYME TOWN CLERK

EXCUSED: Kevin Seery, Deputy First Selectman

Chairman Nickerson called this Regular Meeting of the East Lyme Board of Selectmen to order at 7:30 PM. He asked that they observe a moment of silence for the victims in San Bernardino, California.

1.a. Pledge Allegiance to the Flag

The Pledge was observed.

1.b. Additional Agenda & Consent Calendar Items

There were none.

1.c. Delegations

There were none.

1d. Approval of Minutes, Special Meeting of November 18, 2015

Mr. Nickerson called for any corrections, changes or a motion on the November 18, 2015 Special Meeting Minutes.

****MOTION (1)**

Ms. Cheeseman moved to approve the minutes of the Special Meeting of November 18, 2015 as submitted.

Mr. Salerno seconded the motion.

Vote: 3 – 0 – 2. Motion passed.

Abstained: Ms. Hardy, Mr. Wilson

Approval of Minutes, Regular Meeting of November 18, 2015

Mr. Nickerson called for any corrections, changes or a motion on the November 18, 2015 Regular Meeting Minutes.

****MOTION (2)**

Ms. Cheeseman moved to approve the minutes of the Regular Meeting of November 18, 2015 as submitted.

Mr. Salerno seconded the motion.

Vote: 4 – 0 – 1. Motion passed.

Abstained: Ms. Hardy

1e. Consent Calendar

****MOTION (3)**

Ms. Cheeseman moved to approve the Consent Calendar for the meeting of December 2, 2015 in the amount of \$3,613.61.

Mr. Salerno seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

PRESENTATION – REVAL

Mr. Nickerson said that Ms. Bekech, Assessor was present for this.

Ms. Bekech said that Vision Appraisal would be doing this statistical reval and introduced Steve Ferreira, District Manger for Vision Appraisal to present them with and overview of the process and timeline.

Steve Ferreira, Vision Appraisal District Manager said that they would start the reval process shortly after the Grand List (of October 1, 2015) is signed for the Town in the February – March 2016 time frame. At that time they will send out the statistical data that they have to each home for the homeowners to review. As this is a statistical reval, they will compile six (6) months of sales analysis and make any changes to the 'landscape' as the figures dictate. They will send a crew out to review the properties from the road. They will update the analysis on sales and building permits through October 1, 2016. Then the final analysis will be run and they will be able to release the numbers to the taxpayers and they will be able to come and discuss any issues that they see with them if they so choose. For the commercial investment side they will send out a request on what the rentals go for, where applicable. They expect to finalize the numbers for the end of 2016.

Ms. Hardy asked if any of the schematics of the properties are on-line.

Mr. Ferreira said that they do have the basic footprint on line.

Ms. Hardy recalled that they had asked that the interior schematics not be on-line for security purposes.

Mr. Ferreira said it is only the basic footprint of the home.

Ms. Hardy asked if similar forms are sent to the commercial properties.

Mr. Ferreira said that they are primarily interested in the income and expense information on the commercial side so that is what they request from them.

Mr. Nickerson asked when they would start the entire process.

Mr. Ferreira said that it would be when the Grand List is run and signed – usually in the end of February or beginning of March sometime.

2. NEW BUSINESS

2a. \$3000 Contingency Transfer to IT for Maintenance of Office Equipment

Mr. Nickerson explained that this is for the restoration/data recovery for the Tax Department due to the server crash they had in May. This is for the billable hours for the software vendor R Walsh Associates who have offered us to purchase 30 hours at \$100 per hour. We were previously charged \$119 per hour. This should complete the work that needs to be done.

****MOTION (4)**

Ms. Cheeseman moved to approve a transfer in the amount of \$3000 from account 01-01-120-200-500 (Contingency) to account 01-01-109-200-215(Maintenance of Office Equipment – IT) for Tax Department data recovery and forward to the Board of Finance for approval.

Mr. Wilson seconded the motion.

Ms. Hardy asked if any other offices were compromised.

Mr. Nickerson said that the Assessor's Office was however they are now caught up.

Ms. Hardy asked if any data was unrecoverable.

Mr. Nickerson said that he did not think so as it is a very slow and deliberate process that they have to follow to put the information back in and they do have paper copy to recover it from.

Vote: 5 – 0 – 0. Motion passed.

2b. Discussion, Schedule Public Hearing re: Ordinance Prescribing Fees for Building and Demolition Permits

Mr. Nickerson explained that we waive fees for all Town projects. If we charged the BOE for the larger projects 43% would be reimbursable and they would be able to cover the cost of an additional person necessary to help out with inspections as it would be paid for by the project itself.

****MOTION (5)**

Ms. Cheeseman moved the following:

NOTICE IS HEREBY GIVEN, of a public hearing to be held by the East Lyme Board of Selectmen at 7:00 p.m. on Wednesday, January 6, 2016 at the East Lyme Town Hall at 108 Pennsylvania Avenue, Niantic, Connecticut to receive comments regarding the following proposed amendment to the:
ORDINANCE PRESCRIBING FEES FOR BUILDING AND DEMOLITION PERMITS

A. Section 4 of the above-entitled Ordinance is deleted, and the following is substituted in its place and stead:

"4. Permit fees shall be payable for any work to be done by or for the Town, including the Board of Education. Provided that any such fees for the first \$2,000,000.00 of construction value for any Town project shall be waived."

B. All other provisions of the above-entitled ordinance shall remain in full force and effect.

Interested persons are invited to attend and be heard.

Dated at East Lyme, Connecticut, on this 2nd day of December, 2015

Mr. Wilson seconded the motion.

Mr. Salerno said that he thought that it makes sense and that there are not that many items that would come under the \$2M.

Ms. Hardy asked if they would want to expand it for sewer projects.

Mr. Bragaw said that typically sewer projects do not involve the Building Department.

Mr. Wilson said that it is all the same money actually and that he would agree.

Vote: 5 – 0 – 0. Motion passed.

2c. Authorization for First Selectman to Execute Contract with Tanko Lighting – Streetlight Audit

Mr. Bragaw recalled that he had made a presentation to them on this in October and that he had also gone to the Board of Finance with it. He said that he is now looking to take the next step with Tanko Lighting that has been vetted and also recommended by CCM. Tanko will audit the system to come up with the number of lights that we have and exactly where they are located. This would make it so that they are ready to move forward in the spring.

Ms. Cheeseman asked if they have a start date.

Mr. Bragaw said that the audit should be done by early spring but it would depend on the weather. He noted that if for some reason they decided not to go forward that he might have some money in his budget to absorb this cost. Further, the information that they would receive from this is something invaluable to them as they do not have it at present. The location of the streetlights can be put on their GIS mapping for their use.

Ms. Hardy asked about the March 2017 date that she saw in the contract.

Mr. Bragaw said that it was a conservative date for them in the event that something happened - however it is in their interest to move this forward.

Ms. Hardy asked who the Chief Procurement Officer would be.

Mr. Bragaw said that would be Mr. Nickerson, the First Selectman.

Ms. Hardy asked if this San Francisco Company has a Connecticut Office.

Mr. Bragaw said no and reiterated that they have been vetted by CCM.

Ms. Hardy asked if any local people would be used for this project.

Mr. Bragaw said certainly – they hire local people to do the work and they also cover the extra duty police when necessary. The cost is all –inclusive.

Ms. Hardy said that she did not like having a blank page in the contract and that she questioned where it said the Town of 'London'.

Mr. Bragaw said that he would have the pages re-numbered and that he would also have Town Counsel re-review the contract prior to any signing.

****MOTION (6)**

Ms. Cheeseman moved the following: **RESOLVED** to authorize the First Selectman to execute a contract for the preparation of a streetlight energy audit with Tanko Streetlighting, Inc. in the amount of \$8,604 and to do all things necessary and desirable to implement the contract.

Mr. Wilson seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

2d. Acceptance of land adjacent to Pine Grove Road

Mr. Nickerson explained that this dates back quite some time and that the State had retained the easement to Pine Grove Road and has agreed to convey it to the Town for \$1.

****MOTION (7)**

Ms. Cheeseman moved the following:

WHEREAS, the State of Connecticut ("State") is the record owner of real property located between Pine Grove Road and properties now or formerly of Matus, New Castle Homes, Inc., and Perrino, as shown on a map entitled "Boundary Survey Showing Land to be Conveyed by the State of Connecticut to the Town of East Lyme, Pine Grove Road, East Lyme, Conn., Scale 1"=50", March 22, 1993", prepared by David M. Coonrod L.S." (the "Property"); and

WHEREAS, pursuant to Special Act No. 93-34, the State is authorized to convey the Property to the Town of East Lyme (the "Town"); and

WHEREAS, pursuant to Section 3.3.1.2 of the Town Charter, the Board of Selectman has the sole power to accept land for use as a public highway, after approval by the Planning Commission; and

WHEREAS, the Planning Commission has authorized the acceptance of the Property for highway purposes in accordance with Conn. Gen. Stat. Sec. 8-24; and

WHEREAS, the Department of Public Works has inspected the Property and found it to be suitable for inclusion in the Town's highway system; and

WHEREAS, the State requires a resolution by the Board of the Selectman to accept the conveyance of the Property for \$1.00.

IT IS **RESOLVED** that the Town accepts the Property and authorizes the First Selectman to execute and deliver such documents as may be necessary to effectuate the transaction.

Ms. Hardy seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

2e. Request for Insurance Waiver for Alcohol Free New Year's Eve Dance at ELLCC

Mr. Nickerson noted that this event takes place each year and that it is a good event that they support.

****MOTION (8)**

Ms. Cheeseman moved to approve the request for an insurance waiver for the Quaker Hill Stick Together AA Group at the ELLCC for an Alcohol Free New Year's Eve Dance.

Mr. Wilson seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

3. Unfinished Business

a. Blight Ordinance Update

Mr. Salerno reported that he has been working with Mr. Mulholland on this and that he has done an extensive search of similar Towns in the State. They want it to be sensitive to property rights, age, disabilities and financial hardships. It would exclude agricultural land and working farms. They would have a Blight

Officer who would be a Health Official of the Zoning Official. They would first send out an officer who after review of the property would send a letter giving the property owner 60 days to respond. If no response is received it could involve a fine of up to \$100/day. They would also need a three member hearing board as the property owner can appeal. This could be a very lengthy process. They will have the Town Attorney review the draft and once that is done he will present it to them for their review.

4. Communications

There were no communications.

5. Information and Reports

5a. Ex-Officio

Mr. Wilson said that this is his last meeting. He has been on the Board for 18 years; 24 years when counting his time on the Board of Ed. He noted that in 1996 the hot topic was the Town of East Lyme garbage bags that people had to pay for and wanted gone. He said that he has enjoyed his time and the people and will continue to meet with them on the outside in the other activities that he is involved with.

Ms. Cheeseman thanked Mr. Wilson for all of his years of service. She also thanked the Niantic Main Street group for making this past Saturday's event happen and be the success that it was.

Ms. Hardy reported that she had attended a Commission on Aging meeting and that the problem that they had with the meal program and no site server has been corrected. They have now had one for two months and things seem to be working out.

Mr. Salerno reported that at the Board of Ed meeting there was some discussion on the elementary schools and responses to the open house that they had. The survey on substance abuse for grades 7 – 12 provided some interesting trends and the Board of Ed will come before them in the near future to present this. There are two vacancies on the Board of Ed that they are looking to fill. He lastly thanked Mr. Wilson for all of his years of service.

Ms. Hardy noted with respect to the substance abuse survey that the BOE did approve the hiring of a part time drug and alcohol counselor for the high school this year. They just hired her and she is getting started. She also noted that she has the best stories on Mr. Wilson as she knew him when he was 13 years old and he started his political career way back then. She said that it has been a pleasure to serve with a former student.

Mr. Nickerson congratulated Mr. Wilson on his 24 amazing years of service to the Town with 18 of those years served on the Board of Selectmen. He noted that he would be presenting Mr. Wilson with a Proclamation on Monday for his years of service to the Town.

5b. Selectman's Report

Mr. Nickerson passed out to the Board members the Rules & Regulations of the Board of Selectmen and asked that they review them as this item would be on their next agenda. He noted that Mr. Cunningham was in the audience and thanked him for coming this evening and also asked that if they knew of anyone who would be interested in serving the Town that they forward their names as they do have vacancies that come up from time to time. Also on their next meeting agenda will be the Smith Harris boundary item which he would like to try to finalize. He noted that heroin deaths are up across the country and in SE CT and that people periodically do come in to see him about this. He said that he would like to work on getting the message out regarding resources for the people. He has been meeting with a Trolley Company out of Old Saybrook regarding shuttling the beach-goers and visitors around the Town during the busy summer season. Saturday December 12th will be a busy day – the Jingle Bell 5K Run will be held and the 27th Annual Light Parade will also be held on the same day, commencing at 6 PM. The rain date for the Light Parade is Sunday December 13th. Kiplinger's publishes listings of the best places to retire and recently Niantic, CT was listed as #1. If they went downtown this past weekend it was very busy with the many new shops that have opened and the tree lighting for 'Maddie'. The swearing in of the officers will be held on Monday, December 7th which is also Pearl Harbor Day. The entire Town is invited to come with the Inauguration event commencing at 4PM at the Community Center. He lastly once again thanked Mr. Wilson for his 24 years of service to the Town.

6. Public Comment

Mr. Nickerson called for comments from the public.
There were no comments.

7. Selectman's Response

There was none.

****MOTION (9)**

Mr. Wilson moved to adjourn the Board of Selectmen meeting of December 2, 2015 at 8:46 PM.
Ms. Cheeseman seconded the motion.
Vote: 5 – 0 – 0. Motion passed.

Respectfully Submitted,

Karen Zmitruk
Recording Secretary, Pro-tem