

**EAST LYME BOARD OF FINANCE
REGULAR MEETING MINUTES
Wednesday, APRIL 13th, 2016**

Members in Attendance: Steve Harney, By Phone
Lisa Picarazzi, Acting Chairperson
Camille Alberti
Beth Hogan
William Weber

FILED IN EAST LYME
CONNECTICUT
APR 15 2016 AT 10:00 AM/PM
Kathleen Miller
EAST LYME TOWN CLERK

Also In Attendance: Mark Nickerson, First Selectman
Jeffrey Newton, Superintendent of Schools
Anna Johnson, Finance Director

Absent: Jason Pazzaglia

A. Call Meeting to Order

Acting Chairperson Picarazzi called this Regular Meeting of the East Lyme Board of Finance to order at 7:00 PM. She noted that Mr. Harney was present by phone.

B. Pledge of Allegiance

The Pledge was observed.

C. Delegations

Ms. Picarazzi called for delegations.

Jennifer Murray, 7 Tabernacle Ave. said that she wanted them to put back into the Capital Plan the \$60M for the BOE just as it was before the Town spent money on a study and other things to get to the \$34M new plan. She said that the new plan did not have input from all the people and will only service two-thirds of the Town's children. She does not think that they will get money from the State since the reimbursement would fall under different areas instead of just one. She also asked that they remove the \$10,000 from the Town side for security systems for the Town buildings until they have more security at the schools. The schools need it more than the Town.

Kelly Streich, 20 Brook Road read from a prepared letter and submitted it for inclusion. (Attached to Minutes)

Jeffrey Newton, Superintendent of Schools said that he would like to clarify that the school buildings are very safe and that they security officers in all of the schools and a security director.

Jennifer Murray, 20 Tabernacle Ave. said that she understands the schools are safe but not at Flanders which she does not think is safe and she wants to increase the security there.

Dawn Rhodes, 26 North Road said that she was disappointed with the Town and thinks that Mr. Nickerson, the Board of Finance and Board of Selectmen are doing things behind their backs. She thought that the original plan was okay and it is very frustrating to her that the plan was changed and she holds the administration of the Town responsible for it and is very angry about it. She moved to this Town for the schools and could have paid less in other Towns. She does not think that the situations are going to be good for the kids and wants the Town Hall and Senior Center to move to LB Haynes and then they can enlarge the library.

Jeffrey Newton, Superintendent of Schools said that it is important for the individuals here to know and for the people at home to know that there is a wealth of information on the East Lyme public schools website identifying all of the information that people are talking about here and also answering questions as well as

any new questions that are presented to them. The questions and answers are put up on the website and it is continually updated.

Jennifer Murray, 7 Tabernacle Ave. said that while she appreciates the questions and answers that are on the school website – there are also of people who were meeting to determine the new plan from many boards throughout the Town and she wants the minutes of those meetings that they had. There were many people in attendance at them and they should have minutes for them to see.

Jeffrey Newton, Superintendent of Schools said that he would be happy to have anyone come and speak with them and they will address everything as this project dates back to when Wayne Fraser was in office and Jack Reynolds was the Superintendent so this is not new and has been out there under discussion and review for many, many years. He said that he encourages them to come to speak to him regarding their concerns or questions.

D. Approval of Minutes

▪ Regular Meeting – March 9, 2016

Ms. Picarazzi called for a motion for approval or any changes to the Board of Finance Regular Meeting Minutes of March 9, 2016.

****MOTION (1)**

Ms. Alberti moved to approve the Board of Finance Regular Meeting Minutes of March 9, 2016 as presented.

Ms. Hogan seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

▪ Special Meeting – March 14, 2016

Ms. Picarazzi called for a motion for approval or any changes to the Board of Finance Special Meeting Minutes of March 14, 2016.

****MOTION (2)**

Ms. Alberti moved to approve the Board of Finance Special Meeting Minutes of March 14, 2016 as presented.

Ms. Hogan seconded the motion.

Vote: 4 – 0 – 1. Motion passed.

Abstained: Mr. Harney

▪ Special Meeting – March 17, 2016

Ms. Picarazzi called for a motion for approval or any changes to the Board of Finance Special Meeting Minutes of March 17, 2016.

****MOTION (3)**

Ms. Hogan moved to approve the Board of Finance Special Meeting Minutes of March 17, 2016 as presented.

Ms. Alberti seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

▪ Special Meeting – March 28, 2016

Ms. Picarazzi called for a motion for approval or any changes to the Board of Finance Special Meeting Minutes of March 28, 2016.

****MOTION (4)**

Ms. Hogan moved to approve the Board of Finance Special Meeting Minutes of March 28, 2016 as presented.

Ms. Alberti seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

▪ **Special Meeting – March 30, 2016**

Ms. Picarazzi called for a motion for approval or any changes to the Board of Finance Special Meeting Minutes of March 30, 2016.

****MOTION (5)**

Ms. Alberti moved to approve the Board of Finance Special Meeting Minutes of March 30, 2016 as presented.

Ms. Hogan seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

▪ **Special Meeting – April 4, 2016**

Ms. Picarazzi called for a motion for approval or any changes to the Board of Finance Special Meeting Minutes of April 4, 2016.

Ms. Alberti asked that on Page 5 in the eleventh paragraph down where she is speaking that the entire paragraph be changed to read: 'Ms. Alberti said that while Mr. Weber's comment is true for the current budget year, it isn't the case when looking at the average for the current and prior 3-year period. For example, the BOE average budget increase for the prior 4-year period is 2.56%, while the general government average budget increase for the same period is 3.11%.'

****MOTION (6)**

Ms. Hogan moved to approve the Board of Finance Special Meeting Minutes of April 4, 2016 as amended.

Mr. Weber seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

E. Reports

◆ **First Selectman**

Mr. Nickerson reported that:

- The Governor gave out his second budget and in it there were cuts to East Lyme representing \$563,776. The cuts were to the ECS funding and the new sales tax dollars that the cities and towns were to share. We were looking at roughly \$350,000 (revenue) and are now left with around \$50,000. If there are more cuts from the State he said that he would have to come back and make more cuts to the budget so for this evening he will present the cuts in the amount that he was directed to cut.
- The Boardwalk 5K run will be held on April 24, 2016
- The Public Hearing on the budget will be held on April 25 at 7 PM in the High School auditorium.
- On April 30, 2016 there is a memorial for Maddie at the football field – everyone is invited to attend.

◆ **Board of Education**

Jeffrey Newton, Superintendent of Schools said that he had a few items to report:

- Tomorrow (Thursday) evening the BOE will hold a Special Meeting to discuss the \$115,000 cut. They are concerned with the ECS and any other cuts and are hoping that they will not come to fruition. The architect will be present at this meeting on 4/14/2016. Anyone is invited to attend.

Ms. Hogan asked if with the drop in the ECS if the school project reimbursement would be tied to it.

Mr. Newton said no.

Ms. Hogan said that someone had mentioned that there were three areas of reimbursement – but she thinks that relates to the Groton situation of racial equality.

Mr. Newton agreed.

Ms. Hogan said that as she understood it that there would certainly be public forums that would be held prior to any boards voting on anything.

Mr. Newton said absolutely – there would be at least one and probably more however they are not at that point yet.

◆ **Finance Director**

Ms. Johnson noted that she had put updated information in their folders and that she would answer any questions that they might have.

Ms. Picarazzi asked about any areas of concern.

Ms. Johnson said that the legal accounts are starting to struggle and that she is keeping an eye on the TO accounts. They are also struggling with the health insurance claims and she is watching it on a daily basis.

F. New Business

a. Contingency Transfer - \$50,000 – Police Overtime 01-25-216-100-514

Mr. Nickerson noted that Sgt. Macek is here. He explained that Overtime has always been a concern. They had been fortunate to have Sgt. Blanchette who used to move items around to make it work. When people are out – shifts have to be covered.

Ms. Picarazzi asked if at a certain point this would warrant hiring another FTE.

Sgt. Macek said that he would have to do a study to see how it would work out. Generally a Town of this size would have more officers than they currently have. He noted that he is working with the officers to be able to work within this amount to finish out the year.

Mr. Nickerson said that they have had three Resident Troopers recently and they had previously been very fortunate to have Sgt. Bill Blanchette for seven years. He said that he does think that this needs to be looked into in the new fiscal year.

****MOTION (7)**

Ms. Alberti moved to approve a transfer in the amount of \$50,000 from account 01-01-120-200-500 (Contingency) to account 01-25-216-100-514 (Police Overtime) due to overtime being greater than the original budget.

Mr. Weber seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

b. Special Appropriation - \$5,888 Star computers – Police Dept Server

Mr. Nickerson said that this is needed to pay for a new server and the related equipment and installation for the in-car camera system to replace the older one that is no longer working. Currently the officers are unable to upload and create CD's for court. They are taking this from the CNRE.

Ms. Picarazzi asked if this failed prematurely.

Mr. Nickerson recalled to them that the Town servers had failed due to age and caused a lot of issues with data and that this is the same thing. It is beyond its useful life and has failed. The servers need to be on a five year replacement plan.

Mr. Weber recalled that Sgt. Macek had informed them that some of the overtime is caused by not being able to download the information as needed and that the way that they have to try to do it takes a lot more time which adds to the overtime issue.

Sgt. Macek concurred.

****MOTION (8)**

Ms. Hogan moved to appropriate and transfer \$5,888 from CNRE Fund 32 account 32-70-300-500-999 (Town-wide Projects) to an account to be established titled, "Server Police Arbitrator System."

Mr. Weber seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

c. Request Expenditure – Contingency - \$5,000 Police Portion IT Contract with Star Computers

Mr. Nickerson explained that this shortfall is due to an agreed upon portion of the annual maintenance contract with Star Computers. The Police Department share is \$5000 and it was not budgeted for but will be added into the budget for next year. The rest of the contract is paid through Mr. Bragaw's budget.

****MOTION (9)**

Mr. Weber moved to approve the expenditure of five thousand dollars (\$5,000) from account 01-01-120-200-500 (contingency) to pay the 2015/2016 Police Department share of the Star Computers Contract. This was agreed upon during the 2015/2016 budget process however not included in the Police Department budget.

Ms. Alberti seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

d. Special Appropriation \$54,984.37 – purchase 2014 Volvo Mini Excavator from FEMA funds

Mr. Nickerson said that Mr. Bragaw was here to present this item.

Mr. Bragaw said that he thinks that this is a good opportunity for the Town. He recalled that last winter there was a blizzard and a lot of heavy snow. They were able to claim costs through FEMA for Storm Juno. He noted that some of his workers who worked during the storm were present this evening. This piece of equipment is an opportunity for three departments to share something that they all can use. Highway, Sewer and Parks & Rec can all use this item. They had rented this very same mini-excavator for two months last fall and the contractor said that if they wanted to purchase it that he would discount the \$6000 that they had paid for the two months rental off of the price. Water & Sewer authorized \$2225.63 to be used towards it which brings the price down to \$54,984.37. He added that this would also have to go to Town Meeting next week.

Ms. Hogan said that she would support this and thinks it is a good item.

Ms. Alberti asked how they had determined the water and sewer department portion.

Mr. Bragaw said that is the money that they received from FEMA for the storm so they put it towards the purchase as the water department budget is very stressed and in no other position to support this purchase.

Ms. Picarazzi asked how the FEMA funds are determined for the departments.

Ms. Johnson said that for each category – wages, equipment, supplies, etc. they submit the costs and usage based on the storm that FEMA determined was eligible and then 75% is reimbursed to them. When it comes in it goes to the general fund revenue and it has its own account. We do not always allocate the 100% that we receive. This represents a portion of what was received.

Mr. Weber asked what the expected life of this piece of equipment was.

Mr. Bragaw said that it was 20 years.

Mr. Weber asked if they had gone out for other bids on it as it is a 2014 piece of equipment.

Mr. Bragaw said that they had rented it and that this is the only place that they would receive the \$6000 credit towards the purchase. He said that Mr. Holyfield could not be here this evening however he does check everywhere to get the best possible price for everything.

****MOTION (10)**

Ms. Alberti moved to approve an appropriation in the amount of \$54,984.37 to revenue account 01-04-400-406 (FEMA Storm Grant) and establish a capital expenditure account titled, "PWD – Mini Excavator" for the purchase of a 2014 Volvo Mini Excavator for the Public Works and Parks and Recreation Department.

Source of funds is: FEMA Grant that the Town recently received for Blizzard Juno.

Ms. Hogan seconded the motion.

Mr. Weber said that he thinks that they should get a competitive quote even though it may delay this for a month.

Mr. Nickerson said that they have a used piece of equipment that they are getting a break on and the bids that they would probably get would be for new equipment and a lot higher.

Mr. Bragaw asked if he wanted a price at/from auction or other vendors and noted that Mr. Holyfield did get competitive information but could not attend this evening as he had another meeting at the same time.

Mr. Weber said that he would accept that as long as they had looked competitively.

Vote: 5 – 0 – 0. Motion passed.
(It was noted that this also requires Town Meeting approval.)

e. Contingency Transfer \$1,000 Dept 117 – Planning Commission PT Recording Secretary

Mr. Nickerson explained that the Planning Commission is out of money for the Recording Secretary as they have had many lengthy meetings and the employment status of the Recording Secretary changed from part time to full time necessitating overtime rate compensation.

****MOTION (11)**

Mr. Weber moved to approve a transfer in the amount of \$1000 from account 01-01-120-200-500 (Contingency) to account 01-01-117-100-412 (PT Clerical – Planning) due to the change in employment status of the Recording Secretary.

Ms. Alberti seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

f. Budget Transfers - \$49,948.56

Mr. Nickerson explained that they are getting close to the end of the year and these are transfers within departmental budgets.

****MOTION (12)**

Ms. Alberti moved to ratify departmental transfers in the amount of \$49,948.56 processed for fiscal year end June 30, 2016. (Copy attached)

Mr. Weber seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

g. Discuss Proposed 2016/2017 CIP

Mr. Nickerson explained the color coding and reviewed the CIP for 2016/2017 (copy attached). He noted that he would be doing the security for the Town as we are in need of it. The schools are safe and the children are going to safe schools and the Superintendent sees to it. He added that he has no agenda as to what building is left to the Town. He said that they would know what the State is doing by mid May. The BOE is still working on their plan and will put it through when they are ready.

Ms. Hogan asked if the CIP could be amended if necessary if the referendum failed.

Mr. Nickerson and Superintendent Newton said that nothing would happen within the next year so it would not be necessary to amend it.

h. Finalize 2016/2017 Proposed Budget

Mr. Nickerson explained that he was charged with reducing the Town Government portion of the budget by \$275,000. He said that he knew that he would also be putting some items in that had been missed and addressed the list that he had provided them with. (Copy attached)

He noted that an engineer/inspector had been reduced to PT seasonal during road work and a custodial person had been cut back, being the last person in. For Police overtime he had added \$20,000 but thought that he would rather move it to Contingency so that they would have to come before the Boards to make a request to utilize it. They are looking to eliminate overtime at the transfer station by closing one day during the week. He has added \$10,000 to vehicle maintenance as they will be purchasing fewer new vehicles and having to maintain the older ones longer. The Parks & Recreation proposed Health & Wellness Counselor was eliminated. The Police PT Clerical and Emergency Management PT Dispatcher positions are put off until the beginning of next year.

Ms. Hogan stressed the importance of utilizing the 211 system and said that she would be happy to share with them how it works and how to use it effectively. She said that she really could not see anyone wanting to walk by everyone in the Parks & Rec office to see a counselor.

Mr. Nickerson said that the Public Works and Parks & Recreation departments took great hits and that this will mean reduced services. The cuts come to the \$275,000 and include some personnel which he said breaks his heart to have to do but there was nowhere else to go.

G. Old Business

a. Purchasing Policy

Ms. Johnson said that she has a collection of purchasing policies from other Towns and the process of reviewing them is continuing.

b. NFD/FFD PT & OT Review

Ms. Johnson said that as she stated previously, she is keeping an eye on this. It was also noted that this review would be part of the study.

c. Special Appropriation \$16,005 CNRE Fund 32 – Public Safety Fire Department Assessment

Mr. Nickerson said that they went and sent out 13 requests for bids and received three (3). There is no agenda here, this study needs to be done. The original bid was still the lowest.

Ms. Hogan said that they have discussed this before and they did get the bids and she is fine with moving this along now.

Ms. Picarazzi asked what the other companies were offering.

Mr. Nickerson said that with the permission from the original bidder that he had taken those specs; re-typed them and sent them out to the others to bid on so everything was equal. The original bidder came back a few dollars lower – just under the \$16,000.

****MOTION (13)**

Mr. Weber moved to appropriate and transfer up to \$16,005 from CNRE fund 32 account 32-70-300-500-999 (Town-wide Projects) to an account to be established titled, "Fire Department Service Assessment" to retain the services of JLN Associates to perform this work.

Ms. Alberti seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

(It was noted that this also requires Town Meeting approval.)

H. Public Discussion

Ms. Picarazzi called for Public Discussion.

Jennifer Murray, 7 Tabernacle Ave. said that there is a transparency problem with the referendum being held in June as Mr. Nickerson has said.

Mr. Nickerson said that it is up to the BOE and the various commissions and the legal entity to determine this and he does not know when it would be held.

Ms. Murray said that there is a lot of misinformation out there in the Lyme Times and other areas.

I. Board Comments

Ms. Picarazzi called for Board comments.

Ms. Hogan said that if there is to be a referendum and they want to send something to the State that she thinks that it has to be done during this fiscal year (by June 30).

Superintendent Newton clarified that they would have to file by June 30 but they could hold the referendum after that date.

Ms. Picarazzi said that details regarding the schools are a BOE issue and that they would look at it when it gets to them. Further, this Board is at the end of the line to see what comes down.

Mr. Nickerson reminded them that the Public Hearing is Monday April 25, 2016 in the High School Auditorium at 7 PM.

J. Adjournment

Ms. Picarazzi called for a motion to adjourn.

****MOTION (14)**

Ms. Alberti moved to adjourn this Regular Meeting of the East Lyme Board of Finance at 9:40 PM.

Ms. Hogan seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

Respectfully submitted,

Karen Zmitruk,
Recording Secretary

Kelly L. Streich
20 Brook Road
East Lyme, CT 06357

April 13, 2016

Board of Finance
108 Pennsylvania Ave.
Niantic, CT 06357

Dear Members of the Board,

I request the board to decline the \$34 million reserve to the capital improvement plan and reinstate the \$60 million that was included in the 2015 CIP. The \$34 million is to fund the revised school plan which was approved by the Board of Education on March 28, 2014. I make this request based on the following reasons:

1. The BOE vote was held despite the fact that new information was presented to the board earlier in the meeting that indicates that the Lillie B. Hayes (LBH) property can be used for other purposes.
2. The new plan was developed without any input from the community and consideration of other important factors presented during the facilities planning process, such as parking, safety, location, and culture (not inclusive).
3. The new plan will have a mil rate and tax increase, making a successful outcome of a referendum unlikely, and includes a threat to close NCS and move students to LBH without any renovations.
4. The new plan and the rebuild of Flanders School is estimated to cost the tax payers 20-30 million dollars more than the plan A (renovate NCH and rebuild FS).
5. Because the town will no longer have a building to repurpose for town offices and/or the police department, there will likely be an additional increase to the mil and tax rate when the Town seeks to construct a police department and potentially relocate the town offices. In addition to the location of the LBH being ideal for town offices, it also serves and can continue to serve educational activities, such as preschool and LEARN. Other potential town activities that can be located at LBH include (but are not limited to) coastal connections, education offices, an additional gymnasium for parks and recreation, expansion of the community center and/or library, and athletic fields. A plan that includes such benefits for as many taxpayers as possible has a better chance of success at referendum.
6. Superintendent Newton's presentation to the board on March 28, 2016 took place after public comment and included new information that addresses what would happen if the referendum were to fail. This information states "Plan B - Combine NCS into the LBH existing structure beginning 2017-2018 school year. Two schools with no renovations and increased costs for any future construction plans for LBH or FL." Clearly, this is the

Submitted by Kelly Streich BOF 4/13/16 2
P80

intended outcome of the new project plan; a plan that has been fast tracked, a plan for which community input was never even solicited, a plan with no concern for the quality of education in our town, a plan which seems more designed for failure.

In addition to the fact that both success and failure of the referendum guarantees closure of Niantic Center School (NCS), every year for the last five years, there have been talks about closing NCS. It is obvious that there is an element aimed at closing NCS and has finally undermined the facilities planning process, the only way that the community was allowed to be heard. Many people worked hard over many years to develop a fair and equitable plan for the elementary schools. I urge you to consider these factors and reinstate the \$60 million to allow for **Plan A** to move forward in a phased manner that offers additional benefits to the taxpayers.

Sincerely,

/S/ Kelly L. Streich

Town of East Lyme
Budget Transfers
Fiscal Year 2015/16

To Account From Account

Date	Dept	Account #	Description	Account #	Description	Amount	Reason for Transfer
11/25/2015	Finance	01-01-118-100-412	PT Clerical	01-01-118-200-215	Maint Ofc Equipment	180.00	Fiscal Assistant Payroll medical leave and transition for Fiscal Assistant AP training
2/2/2016	Police	01-25-216-300-326	Training Supplies	01-25-216-100-517	Training (Payroll)	5,000.00	Re-allocate amount budgeted in Training payroll account that should be in an operating account.
2/5/2016	PWD	01-30-317-220-221	Fleet Maintenance	01-30-317-200-224	Road Reconstruction	19,000.00	
2/5/2016	PWD	01-30-317-400-210	Streetlights	01-30-317-200-224	Road Reconstruction	13,000.00	
2/5/2016	PWD	01-30-317-300-320	Supplies & Misc	01-30-317-310-221	Fleet Fuel	6,000.00	
2/5/2016	PWD	01-30-317-300-420	Landfill Mat/Trans Sta	01-30-317-310-221	Fleet Fuel	5,000.00	
2/24/2016	COA	01-40-418-100-213	Bus Driver PR	01-40-418-100-311	Admin Secretarial	1,750.00	Due to high volume of transportation requests, drivers payroll higher than original estimate. Funds available in Admin PR account due to timing of employee retirement and hiring of new employee.
3/14/2016	GG & Misc	01-01-114-200-290	Insurance PD&L	01-01-114-300-243	Prof Dev/Mgt Train	18.56	Additional funding needed for final liability, auto, property premiums

TOTAL \$ 49,948.56

COA
#00
VI-F

4/13/16

Attachment BOF 4/13/16 Motion(12) Budget Transfers

Town of East Lyme
 Long Range Capital Plan
 Department Requests
 April 6, 2016 Draft CIP to BoF
 Z:\CIP\2016-17\LongRange16-17CIP.xls14-6-16

Includes 4/4/2016 BoF \$275,000 Items

- Justification Ratings:
1. Essential for the provision of public health and safety.
 2. Required by State and Federal regulations.
 3. Required to maintain current levels of service/infrastructure.
 4. Funded previously by outside sources.
 5. Enhance or make more efficient provision of current level of service.
 6. Provide additional services.

most current
 CIP

DEPT. #	Justification	2016/17 PLAN	2017/18 PLAN	2018/19 PLAN	2019/20 PLAN	2020/21 PLAN	TOTAL REQUEST
102	ASSESSOR Revaluation (Full physical revaluation est cost \$427,000) est commencement date 7/2020	80,000	106,750	106,750	106,750	0	\$400,250
		\$80,000	\$106,750	\$106,750	\$106,750	\$0	\$400,250
103	TAX COLLECTOR Folding/Mailing Machine (Coordinate w/W&S)	\$0	\$13,051	\$13,051	\$13,051	\$13,051	\$52,204
		\$0	\$13,051	\$13,051	\$13,051	\$13,051	\$52,204
105	ENGINEERING CNRE (CAD Software & Survey Equipment) GF to CNRE	0	5,000	5,000	5,000	5,000	\$20,000
		\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$20,000
109	INFORMATION TECHNOLOGY Computer Equipment Town-wide department replacement of computers New Phone System (est \$45,000) Town-wide replacement of servers Total	10,000	10,000	10,000	10,000	10,000	\$50,000
		3,272	9,572	9,572	9,572	9,572	\$41,560
		5,000	5,000	5,000	5,000	5,000	\$25,000
		\$18,272	\$24,572	\$24,572	\$24,572	\$24,572	\$116,560
110	REGISTRARS Laptop Computers for Electronic Voting Check-in	\$0	\$0	7,650	\$0	\$0	\$7,650
		\$0	\$0	\$7,650	\$0	\$0	\$7,650
113	BUILDING MAINTENANCE Security Cameras (Various Town Bldgs Town Hall ELCC) ELPD Secure Transaction Window Replacing Cooling Tower at ELCC Various Town-wide Parking Lots - Replace PD Parking Lot Various Town-wide Parking Lots - Replace NFD Parking Lot Various Town-wide Parking Lots - Seal Town Hall Parking Lot Electric folding doors at ELCC HVAC Pump Replacement Town-wide Various Town-wide Roof Replacement Police Department Sallie Port Probate Heating System Upgrade Total	10,000	30,000	30,000	30,000	30,000	10,000
		16,000	30,000	30,000	30,000	30,000	16,000
		20,000	65,000	30,000	30,000	30,000	140,000
		40,000	65,000	30,000	30,000	30,000	65,000
		10,000	60,000	37,000	37,000	37,000	40,000
		0	37,000	37,000	37,000	37,000	10,000
		10,000	37,000	37,000	37,000	37,000	60,000
		25,000	50,000	50,000	50,000	50,000	158,000
		75,000	75,000	50,000	50,000	50,000	225,000
		20,000	75,000	50,000	50,000	50,000	75,000
	\$151,000	\$317,000	\$117,000	\$117,000	\$117,000	\$819,000	
117	PLANNING GIS Upgrade (speak with Gary Geoschel)	7,500		55,200			62,700

ATTACHMENT H BOB 4/13/16

1/100

5 PR 3/8/2016

Town of East Lyme
 Long Range Capital Plan
 Department Requests
 April 6, 2016 Draft CIP to BoF
 Z:\CIP\2016-17\LongRange16-17CIP.xls14-6-16

Includes 4/4/2016 BoF \$275,000 Items

Justification Ratings:

- Essential for the provision of public health and safety.
- Required by State and Federal regulations.
- Required to maintain current levels of service/infrastructure.
- Funded previously by outside sources.
- Enhance or make more efficient provision of current level of service.
- Provide additional services.

if further cuts from HTH, would be very-very-very

DEPT. #	Justification	2016/17 PLAN	2017/18 PLAN	2018/19 PLAN	2019/20 PLAN	2020/21 PLAN	TOTAL REQUEST
118 FINANCE DEPARTMENT Accounting Software (obtain updated quote)	5						135,000
		\$0	45,000	45,000	45,000	\$0	\$135,000
		\$7,500	\$0	\$55,200	\$0	\$0	\$62,700
136 HARBOR MANAGEMENT East Lyme Harbor Management Plan	3						0
		\$0	15,527	15,527	15,527	7,000,000	7,000,000
		\$0	0	0	0	15,527	69,872
216 POLICE DEPARTMENT Police Station	3/57						15,000
		15,000	20,000	20,000	20,000	20,000	60,000
		0	18,063	12,000	20,000	18,063	18,063
217 MANTIC FIRE DEPARTMENT Fire Chief Vehicle Scott Air Paks (Acquisition) 1995 Rescue Truck Chassis B-17 (20 yrs) 1995 Rescue Truck Chassis B-17 (20 yrs) (Ambulance) Turn-out Gear 5-partial @ \$2,200 each New Station	2/5						12,000
		71,925	54,839	32,700	17,326	1,216	20,000
		\$144,752	\$90,366	\$68,227	\$52,853	\$7,016,743	\$7,372,941
218 FLANDERS FIRE DEPARTMENT 1993 3D 1500 Gallon Tanker/Pumper 1995 3D 1000 Gallon Pumper Thermal Imaging Camera Scott Air Paks (Acquisition) Turn-out Gear 4-full sets @ \$2,700 each	1/3						13,775
		6,612	6,612	551	0	0	127,261
		40,188	40,188	40,188	6,698	0	0
							0
		\$46,800	\$46,800	\$40,739	\$4,006,698	\$0	\$4,141,036
	Check Price	\$7,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
	Check Price	\$10,800	\$10,800	\$10,800	\$10,800	\$10,800	\$54,000
	Check Price	\$25,776	\$1,026,494	\$31,313	\$38,346	\$45,927	\$1,167,856

requirement

Town of East Lyme
 Long Range Capital Plan
 Department Requests
 April 6, 2016 Draft CIP to BoF
 ZAC | P2016-17 | LongRange16-17CIP.xlsx-4-16

Includes 4/4/2016 BoF \$275,000 items

Justification Ratings:

1. Essential for the provision of public health and safety.
2. Required by State and Federal regulations.
3. Required to maintain current levels of service/infrastructure.
4. Funded previously by outside sources.
5. Enhance or make more efficient provision of current level of service.
6. Provide additional services.

DEPT. #	2016/17 Justification	2016/17 PLAN	2017/18 PLAN	2018/19 PLAN	2019/20 PLAN	2020/21 PLAN	TOTAL REQUEST	
224 EMERGENCY MANAGEMENT	Radio System - New Antenna & Simulcast all System Antennas	44,313	44,313	44,313			132,939	
	(2) Scott Air Paks with spare bottle (\$18,000 acquisition)	3,821	3,821	3,821	3,821	3,821	19,105	
	New Carpeting (building maintenance?)	12,000					12,000	
	Replace Deputy Fire Marshal Vehicle	?					0	
226 ANIMAL CONTROL (ACO)	Vehicle Acquisition - FM New	7,336	7,336	612	0	0	15,284	
	Vehicle and Equipment Regional ACO Facility (Montville)	\$67,470	\$55,470	\$48,746	\$3,821	\$3,821	\$179,328	
317 PUBLIC WORKS	Vehicle Acquisition Program	329,196	209,760	113,215	75,049	5,735	732,954	
	Vehicles/Equipment 2016/17 per plan (\$745,000)	110,180	110,180	110,180	110,180	110,180	550,900	
	Equipment for Vehicles/Equipment noted above CNRE Funds	0	12,000	12,000	12,000	12,000	48,000	
	MSW/Recycling Carts (approximately 150 new/year)	0	7,500	0	8,000	0	15,500	
	Snow Plows	25,000	50,000	50,000	50,000	50,000	225,000	
	Sidewalk Repair	0	0	0	250,000	250,000	500,000	
	Sidewalk Construction (Gorton Pond along Route 161)	900,000	900,000	900,000	900,000	900,000	4,500,000	
	Improve road infrastructure existing Town roads	10,000	10,000	10,000	10,000	10,000	50,000	
	Maintenance of Town owned Dams (LoCIP)	0						0
	Demolish 8 Roxbury Road (LoCIP)	720,000						720,000
418 Commission on Aging	Reconstruct Bush Hill Neighborhood	\$2,094,376	\$1,299,440	\$1,195,395	\$1,415,229	\$1,337,915	\$7,342,354	
	Vehicle Replacement (2 - 12 passenger buses) Acquisition	11,487					11,487	
420 LIBRARY	ELCC Expansion	\$11,487	\$0	\$0	\$0	\$0	\$11,487	
	Library Expansion Project	\$0	\$0	\$0	\$0	\$0	\$0	
421 PARKS & RECREATION	Cmi Park Restrooms	500,000					500,000	
	Athletic Field Development/ Roxbury Road Park/Turf Field	5,000,000					5,000,000	

3/100

Pub move to Cr. SoLo
 OSP w/ declines - arduous
 3/7/2016

not give Town is in position to acquire to locate fields

Town of East Lyme
 Long Range Capital Plan
 Department Requests
 April 6, 2016 Draft CIP to BoF
 ZAC 1 P2016-17 LongRange16-17CIP.xlsx-6-16

Includes 4/4/2016 BoF \$275,000 Items

- Justification Ratings:
1. Essential for the provision of public health and safety.
 2. Required by State and Federal regulations.
 3. Required to maintain current levels of service/infrastructure.
 4. Funded previously by outside sources.
 5. Enhance or make more efficient provision of current level of service.
 6. Provide additional services.

DEPT. #	2016/17 Justification	2016/17 PLAN	2017/18 PLAN	2018/19 PLAN	2019/20 PLAN	2020/21 PLAN	TOTAL REQUEST
Basketball Court Renovation Peretz Park McCooks - Bandshelter Amphitheater McCooks - Picnic Pavilion/Walkway replacement Bridebrook - new roof rest room building (Bldg Maint CNRE) Replace Vehicles Acquisition Program Vehicles/Equipment 2016/17 per plan (\$92,000) Playscape - McCooks PH III Dog Park	3	15,000		100,000	100,000	100,000	100,000
	5	48,343	39,089	8,814	15,000	1,038	100,000
	3	13,826	13,826	13,826	13,826	13,826	15,000
	3		30,000	30,000	13,826		97,285
	5	\$577,169	\$52,915	10,000	129,864	\$13,826	69,130
Town-wide Projects							
CNRE Town Projects							
Architect/Town Buildings (Planning for plan w/schools)		50,000	100,000	100,000	100,000	100,000	450,000
Purchase Open Space Land		0					0
224 Main Street		125,000					125,000
HW Parking Expansion			200,000				200,000
Dredging - Transient Mooring - Niantic River		\$175,000	\$602,250	\$402,250	\$100,000	\$100,000	\$1,379,500
			302,250	302,250			604,500
TOTAL, TOWN GOVERNMENT REQUESTS							
		\$3,399,602	\$3,835,108	\$7,323,532	\$6,058,185	\$8,677,855	\$22,214,218
999 EDUCATION							
BOE Acquisition Program (vehicle, telephone, MIS eq)		246,027	178,326	128,662	74,988	5,418	633,419
Small Truck/Van (determine need) CNRE Funds		48,000	48,000	48,000	48,000	48,000	240,000
Small Truck/Van (determine need) Acquisition			100,000				100,000
District Wide Technology Plan 2016/17 est			90,000				90,000
Central Office ADA Ramp			270,000				270,000
Central Office Energy-Windows		1,300,000					1,300,000
ELHS Other - Gym Sprinkler System							270,000
Elementary School Proposed Construction (initial bonding)							1,300,000
Elementary School Proposed Construction (initial bonding)		\$1,594,027	\$686,326	\$176,662	\$34,122,988	\$53,418	\$36,633,419
							34,000,000
TOTAL, BOARD OF EDUCATION REQUESTS							
		\$4,993,628	\$4,521,434	\$7,500,194	\$40,181,172	\$8,731,273	\$65,927,701

Current plan

Henry & O'Brien done by Ben Bracksteele Capital Works

Town of East Lyme

Long Range Capital Plan

Department Requests

April 6, 2016 Draft CIP to BOF

Z:\CIP\2016-17\LongRange16-17CIP.xls;4-6-16

Includes 4/4/2016 BOF \$275,000 Items

Justification Ratings:

1. Essential for the provision of public health and safety.
2. Required by State and Federal regulations.
3. Required to maintain current levels of service/infrastructure.
4. Funded previously by outside sources.
5. Enhance or make more efficient provision of current level of service.
6. Provide additional services.

DEPT. #	2016/17 Justification	2016/17 PLAN	2017/18 PLAN	2018/19 PLAN	2019/20 PLAN	2020/21 PLAN	TOTAL REQUEST
FUNDING SOURCES:							
TOWN		\$813,602	\$669,108	\$707,532	\$494,435	\$240,855	2,925,531
BOE		\$294,027	\$226,326	\$176,662	\$122,988	\$53,418	873,419
Grants		500,000	0	0	0	0	500,000
— Bonds & Notes		3,045,000	3,012,250	6,202,250	39,150,000	8,150,000	59,559,500
Capital & Nonrecurring Fund		235,000	403,750	403,750	403,750	277,000	1,723,250
Capital & Nonrecurring Fund (LockCP)		86,000	210,000	10,000	10,000	10,000	326,000
Other Funds		20,000	0	0	0	0	20,000
TOTAL FUNDING REQUIRED		\$4,993,628	\$4,521,434	\$7,500,194	\$40,181,172	\$8,731,273	\$65,927,701
		\$0	\$0	\$0	\$0	\$0	\$0

Note:
Items to be added
20/20 Building Improvements

Town of East Lyme
Proposed 2016/17 Budget
\$275,000 Reduction

Account #	Description	Current Proposed	Increase (Decrease)	Revised Proposed	Notes
01-01-105-100-312	Engineer/Inspector <i>to PT</i>	78,287	(48,287)	30,000	PT Seasonal during road work <i>From 30 to 20 hrs.</i>
01-01-113-100-311	Custodians	218,246	(11,361)	206,885	Reduce custodial position 6hrs/day to 4hrs/day
01-01-113-100-314	Bldg Maint OT	8,000	(3,000)	5,000	If exceed will need to request from Bos/F
01-01-113-400-213	Heating Oil/Propane	115,000	(20,000)	95,000	Reduce to avg, if exceed go to Bos/F
01-01-114-100-121	FICA/Medicare	635,276	(8,067)	627,209	Reduction per wages
01-01-114-100-127	Health Insurance	1,786,500	(51,944)	1,734,556	FT to PT Eng Inspecc, \$1,500 Cust Waiver, add'l
01-01-114-140-235	Legal Town Labor	20,000	+ 20,000	40,000	Negotiating pace largest bargaining group <i>(2 contractors)</i>
01-01-120-200-500	Contingency	145,000	+ 53,730	198,730	Due to other budget wide reductions
01-01-216-100-412	PT Clerical <i>Police</i>	23,452	(10,000)	13,452	Begin position <i>(1/1/2017)</i>
01-01-216-100-514	Police OT	280,000	+ 20,000	300,000	Increase per trends and dept request
01-01-216-300-	Computer Maintenance <i>Police</i>	-	+ 5,000	5,000	NEW account annual computer maintenance
01-01-224-100-213	PT Dispatchers <i>En. Mgt.</i>	125,734	(9,000)	116,734	Begin addition PT Dispatcher hours <i>(1/1/2017)</i>
01-01-224-100-213	PT Dispatchers <i>En. Mgt.</i>		(4,000)	112,734	Total Deputy Fire Marshall weekly hours 36 <i>(4 hrs loss)</i>
01-30-317-100-314	Hwy OT	38,000	(17,000)	21,000	Close Transfer Station one week day <i>(Saturdays)</i>
01-30-317-200-239	Tree Warden	23,500	+ 10,000	33,500	Increasing sight line and large tree issues
01-30-317-210-295	SCRRA Tipping Fee	585,000	(5,000)	580,000	Reduction do not control waste if more \$ to Bos/F
01-30-317-220-221	Vehicle Maintenance	205,000	+ 10,000	215,000	Add'l to deal with older vehicles not replaced
01-30-317-300-440	Storm Materials/Supplies	186,000	(26,400)	159,600	Reduction same as CY if short more \$ req Bos/F
01-30-317-310-221	Fleet Fuel	219,000	(10,000)	209,000	Reduce buffer if short will go back to Bos/F
01-45-421-100-412	PT Seasonal Labor	240,000	(2,175)	237,825	Reduce hours Gate Attendant McCook Point
01-45-421-100-412	PT Seasonal Labor		(4,800)	233,025	Eliminate Seasonal Maintainer
01-45-421-100-412	PT Seasonal Labor		(1,025)	232,000	Eliminate one week Lifeguard NB Beach <i>(Nights Beach)</i>
NEW	Hlth & Well Counselor	10,000	(10,000)	-	Eliminate proposed <i>new</i> position
01-45-421-100-314	Maintenance OT	32,350	(4,800)	27,550	Eliminate Fall Weekend Sunday Coverage
01-45-421-200-344	Equipment Maintenance	19,000	(2,000)	17,000	Reduce general upkeep of equipment
01-45-421-200-350	Park/Field Maintenance	65,000	(5,000)	60,000	No in house irrigation project Peretz Park

Attachment

207

4/13/16

Reductions

RR.

**Town of East Lyme
Proposed 2016/17 Budget
\$275,000 Reduction**

Account #	Description	Current Proposed	Increase (Decrease)	Revised Proposed	Notes
01-45-421-300-320	Miscellaneous Supplies	14,420	(1,900)	12,520	Reduction of office supplies for dept
01-45-421-300-335	Materials	57,680	(3,600)	54,080	Eliminate infield material order for FY <i>red dust on base field</i>
01-50-522-620-640	DWSRF 2012-7010 (Interest)	-	+ 5,946	5,946	Over sight in proposed budget debt service
01-50-523-600-640	DWSRF 2012-7010 (Principal)	-	+ 15,737	15,737	Over sight in proposed budget debt service
01-70-724-700-100	CNRE Subsidy/CAD	318,750	(5,000)	313,750	CAD Software we will get by without funding
01-70-724-700-100	CNRE Subsidy/HVAC Pump		(27,000)	286,750	Leave \$10,000 if unexpected equip fail Bos/F
01-70-724-700-100	CNRE Subsidy/Roofs		(25,000)	261,750	Reduce roofs \$25,000 & leave \$25,000
01-70-724-700-100	CNRE Subsidy/Revaluation	106,750	(26,750)	235,000	Make up reduction in subsequent years
01-70-724-700-421	McCooks Bankshelter	25,000	(10,000)	15,000	Will obtain more donation \$
01-70-724-700-463	PS-Police Cruisers	102,452	(7,763)	94,689	Eliminate one Police vehicle & Purchase one
01-70-724-700-708	PWD Acquisition	481,917	(15,953)	465,964	ST Roller defray one more yr, maint expensive
01-70-724-700-708	PWD Acquisition		(26,588)	439,376	Mower defray one more yr, maint exp 6wks o/o/s
01-70-724-700-716	MSW Cans	12,000	(12,000)	-	will stock up this yr & go without 2016/17
		6,177,314	(275,000)	7,711,362	

Reduction (415,413)
Addition 140,413
Net (275,000)

Wages (113,515)
Operating (80,844)
Contingency 53,730
Debt 21,683
Capital (156,054)
TOTAL (275,000)

**I OWN UP EASI LYME
PROPOSED 2016/17 CAPITAL PROJECTS**

Z:\Proposed Budget\2016-17\Bos\Capital Proj List 2016-17.xls\4-4-16

01-70-724-700-100	CNRE-Municipal Proj	Departments Requested	Board of Selectmen	Board of Finance	Notes
	CAD Software & Survey Equipment	5,000	5,000	-	
	Town Projects (Roots)	50,000	50,000	25,000	
	HVAC Replacement Town-wide	37,000	37,000	10,000	
	Replacing Cooling Tower ELCC	20,000	20,000	20,000	
	Sidewalk Repair - Town-wide	25,000	25,000	25,000	
	Town Projects - Various	75,000	75,000	75,000	
	17 Portable Radios/5 Mobile (Trooper Town)	-	-	-	
	Revaluation	106,750	106,750	80,000	
	TOTAL	318,750	318,750	235,000	
01-70-724-700-403	Town - CLP				
	GIS - Planning	7,500	7,500	7,500	
	TOTAL	7,500	7,500	7,500	
01-70-724-700-415	Town Computer Equipment				
	Technology Upgrade/Town-wide computers	10,000	10,000	10,000	
	New Phone System (acquisition program)	3,272	3,272	3,272	
	TOTAL	13,272	13,272	13,272	
01-70-724-700-421	Town P & R Acquisition Program	62,169	62,169	62,169	
	McCooks Bandshelter	25,000	25,000	15,000	
01-70-724-700-440	Town COA - Acquisition Program	11,487	11,487	11,487	
01-70-724-700-461	PS-NFD Equip / Scott Air Paks (acquisition)	40,188	40,188	40,188	
	PS-NFD - Acquisition Program	6,612	6,612	6,612	
	TOTAL	46,800	46,800	46,800	
01-70-724-700-462	PS-FFD Equip				
	Thermal Imaging Camera	7,000	7,000	7,000	
	Scott Air Paks (Acquisition)	7,976	7,976	7,976	
	Turn-out Gear 4-full sets @ \$2,700 ea	10,800	10,800	10,800	
	TOTAL	25,776	25,776	25,776	
01-70-724-700-463	PS-Police Cruisers				
	Vehicles Acquisition Program incl equipment	102,452	102,452	94,689	
	Weapons	18,063	18,063	18,063	
	Video System for prisoner confessions	12,000	12,000	12,000	
	TOTAL	132,515	132,515	124,752	
01-70-724-700-465	PS - Emergency Mgt - Radio System Upgrade	44,313	44,313	44,313	
	PS - Emergency Mgt - Acquisition Program	7,336	7,336	7,336	
	PS - Emergency Mgt - (2) Scott Air Paks Acq	3,821	3,821	3,821	
	PS - New Carpeting in EOC	12,000	12,000	12,000	
	TOTAL	67,470	67,470	67,470	
01-70-724-700-708	PWD - Trucks Acquisition Program	481,917	481,917	439,376	
01-70-724-700-716	PWD - MSW Recycling Carts	12,000	12,000	-	
	PWD - Snow Plows				
	TOTAL	1,204,656	1,204,656	1,048,602	

Capital 1,204,656.000 Post Reduction