

# East Lyme Board of Selectmen meeting of February 17, 2016 minutes

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Board of Selectmen

February 17, 2016

## MINUTES

PRESENT: Mark Nickerson, Kevin Seery, Holly Cheeseman, Marc Salerno, Rose Ann Hardy, Dan Cunningham.

Mr. Nickerson called the meeting to order at 7:30 p.m. and noted that the Pledge had been recited in the prior meeting.

1b. Additional Agenda & Consent Calendar Items

MOTION (1)

Mr. Seery moved to add the Revenue Budget to Item 2d. under Public Works.

Seconded by Ms. Cheeseman. Motion passed 6-0.

1c. Delegations

There were none.

1d. Approval of Minutes, Meeting of February 3, 2016

MOTION (2)

Mr. Seery moved to approve the minutes of the meeting of February 3, 2016 as submitted.

Seconded by Ms. Cheeseman. Motion passed 6-0.

1e. Consent Calendar

MOTION (3)

Mr. Seery moved to approve the Consent Calendar for the meeting of February 17, 2016 in the amount of \$1125.33.

Seconded by Ms. Hardy. Motion passed 6-0.

Mr. Nickerson suggested moving up the Budget reviews and handling them before the other business on the agenda.

2d. Budget Reviews

BUILDING DEPARTMENT #104

Chief Building Official Joe Smith was present to review his budget. He noted that the only change he was proposing was increasing line #212 Assistant Building Official to a benefitted 30 hour position. He added that presently, 3 different individuals perform this service.

Finance Director Johnson noted that the benefit package for this position was approximately \$18,000.

FILED IN EAST LYME  
CONNECTICUT  
Feb 18 2016 AT 1:30 AM (PM)  
Holly Cheeseman, Clerk  
EAST LYME TOWN CLERK

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## COMMISSION ON AGING #418

Cathy Wilson was present to review her budget. She reminded the Board of her hire of a Program Manager who have been very busy creating new programs at no or little cost to the Town. She noted that her transportation requests were increasing and that she is looking for 4 additional hours of driving. She added that she is also looking for transportation software.

Mr. Nickerson requested that people attend the lunches at the Senior Center since their attendance will help out the meals on wheels program. He added that we are very lucky to have 50 – 60 volunteers.

## PUBLIC WORKS HIGHWAY AND SANITATION 3317

Director Bragaw noted that he was eliminating line 412 PT Seasonal to try and cut back on the budget. He noted the increase in line #440 Storm Materials and Supplies adding he was hoping to fill up the new salt shed for the winter. He noted the increase in line #210 Streetlights and added every time there is a new development, etc. with street lights they are paid for from this line. He added he has no control over this line since other commissions deem the lights required.

Director Bragaw passed out his Town of East Lyme Capital Improvement Plan FY 16-17 Pavement Plan (attached and identified as Attachment B) and said that his priority was to pave the Bush Hill neighborhood which had 136 homes and Cavasin Drive and Latimer Drive with 53 homes. He noted that this would be expensive (\$720,000) but if the Board cut this amount, he would take out the Bush Hill neighborhood. He added that our Town Aid Road money next year needs to be spent on fixing the Walnut Hill Road retaining wall and the Atlantic Street drainage.

Ms. Johnson passed out the Projected Revenues (identified as Attachment C).

### 2a. Approval of Dispatchers Contract 2015-2016

Mr. Nickerson noted that this was a one year contract.

### MOTION (4)

Mr. Seery moved to approve the Dispatchers Contract for 2015-2016.

Seconded by Ms. Hardy. Motion passed 6-0.

### 2b. Transfer from Payroll Contingency to Emergency Dispatch Accounts due to timing of budget process and contract negotiations

### MOTION (5)

Mr. Seery moved to transfer \$5,534 from account 01-01-120-100-500 (Contingency Pending PR Change) to the following accounts: \$4,421 to account 01-25-224-100-212 (Dispatchers), \$719 to account 01-25-224-100-214 (Overtime) and \$394 to account 01-01-114-100-121 (FICA/Medicare) to fund Local 1303-436, Council 4 AFSCME (Dispatchers) agreement and forward to the Board of Finance for their approval.

Seconded by Ms. Cheeseman. Motion passed 6-0.

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2c. Appointments – Niantic River Watershed

MOTION (6)

Mr. Seery moved to approve the following:

Don Landers of 3 Beach Avenue, Niantic, CT and Peter Harris of 5 South Ridge Road, Niantic, CT to serve on the Niantic River Watershed Committee through January 6, 2020.

Seconded by Mr. Salerno. Motion passed 6-0.

MOTION (7)

Mr. Seery moved to appoint Rick Kanter of 27 Wells Street, Niantic, CT to serve as an alternate member of the Niantic River Watershed Committee through January 6, 2020.

Seconded by Ms. Cheeseman. Motion passed 6-0.

3a. Approval – Commercial Fishing Leases – Cini Park

Ms. Hardy noted that she has concerns that there is adequate parking for our commercial fishing businesses and asked how many additional spaces we would gain by removing some of the long term storage area. She also stated that she was uncomfortable having a lease for three years and suggested having a re-opener in one year.

Mr. Nickerson stated that the fishermen prefer a 3 year lease term and if there are problems that crop up, we will work through them. He said that we all support the commercial fishing businesses. He added that we should glean approximately six.

Mr. Cunningham noted that he agreed with Ms. Hardy's statements.

MOTION (8)

Mr. Seery moved to authorize the First Selectman to sign the Commercial Fishing Leases from January 1, 2016 through December 31, 2018.

Seconded by Mr. Salerno. Motion passed 6-0.

3b. Discussion – Blight Ordinance – Sign Public Hearing Call

Mr. Salerno noted that on page 6, Item 10 – b was added which would allow the Town to work with a property owner and then the town could place a lien on the property to get back costs.

MOTION (9)

Mr. Seery moved the following:

**TOWN OF EAST LYME  
BOARD OF SELECTMEN  
NOTICE OF PUBLIC HEARING**

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## REGARDING ADOPTION OF A BLIGHT ORDINANCE

**NOTICE IS HEREBY GIVEN**, of a public hearing to be held by the East Lyme Board of Selectmen at 7:00 p.m. on March 2, 2016 at the East Lyme Town Hall, 108 Pennsylvania Avenue, Niantic, Connecticut to consider the adoption of a Blight Ordinance. Said Ordinance would prohibit any owner, occupant, agent, tenant and/or person in control of real property located in the Town of East Lyme from allowing, creating, maintaining or causing to be created or maintained blight on the premises.

Copies of the full text of the proposed Ordinance are on file for public inspection at the office of the East Lyme Town Clerk, 108 Pennsylvania Avenue, Niantic, Connecticut and at <http://www.eltownhall.com/> to which reference may be had. Interested persons are invited to attend and be heard.

Dated at East Lyme, Connecticut, on this 17<sup>th</sup> day of February, 2016.

Seconded by Ms. Cheeseman. Motion passed 6-0.

Ms. Cheeseman thanked Mr. Salerno and the Zoning Official for all the effort they expended on this potential ordinance.

### 5a. Ex-Officio

Ms. Hardy attended the Planning Commission meeting where they were discussing a referral to Zoning regarding a text amendment for White Gate Farm. The amendment would redefine the meaning of Bed and Breakfast, allow 8 weddings per year and farm dinners. The text amendment if approved, would apply to all RU-40-80 parcels in town.

Mr. Salerno said that the Inland Wetlands meeting was cancelled. Harbor Management was reviewing an application for a dingy dock at the end of Grand Street which was approved.

Ms. Cheeseman had no report.

Mr. Seery had no report.

Mr. Cunningham attended the Historic Properties Commission where they discussed how the commission fits in with the other town commissions such as Smith Harris, etc. He said they have started creating a flow chart.

### 5b. First Selectman's Report

Mr. Nickerson noted that he had made an offer on 224 Main Street per the citizens request at a referendum which passed by more than a 2-1 vote. He added that he had made a low ball offer and it was accepted. He stressed that this parcel is the keystone of Main Street. He said that initially the thought is to provide some parking and a green park area. He noted that we have applied for a STEAP grant for the demolition of the building and ground remediation. He said that the proposed cell tower for Boston Post Road has been granted an extension of time until April 15<sup>th</sup> by the Siting Council. He added that he just

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attended a meeting at Senator Blumenthal's office with Glenn Russo and Senator Formica about a potential land swap. He just attended an opening of the York Prison Reintegration Center.

The following budgets were selected for review for the Special Meeting of February 24th:

- Parks and Recreation
- Capital (CIP)
- Selectmen's
- Police Independent Budget

He noted that the Board of Education will present their budget on March 2, 2016.

Ms. Hardy requested a presentation of the Water and Sewer budget. She also inquired if we had marked spaces on Main Street could we realize more spaces.

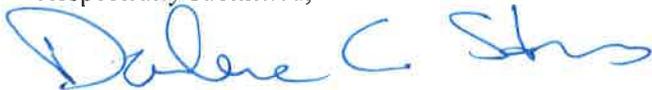
Mr. Nickerson noted that we have already reviewed marking spaces and public works believes we might even lose some spaces that way.

MOTION (10)

Mr. Seery moved to adjourn the meeting at 9:17 p.m.

Seconded by Mr. Salerno. Motion passed 6-0.

Respectfully submitted,



Darlene C. Stevens, Recording Secretary

# COMPARISON OF EXPENDITURES & REVENUES FROM FY 15/16 AND 16/17

## EXPENDITURES



DEPARTMENT	AMENDED* FY 15-16	PROPOSED FY 16-17	DIFF \$	DIFF %	Main Increase/decrease
Engineering	\$ 262,451	\$ 259,048	\$ (3,403)	-1.30%	Decrease is mainly due to 25% of admin asst salary to Water Dept
IT	\$ 119,649	\$ 122,506	\$ 2,857	2.39%	flat budget & services, only increase is salary
Maint Town Buildings	\$ 724,376	\$ 743,096	\$ 18,720	2.58%	\$8.5k salary, \$12.5k fire protection, \$5k decrease in Heating Oil
Highway/Sanitation	\$ 3,789,415	\$ 3,867,077	\$ 77,662	2.05%	\$44k salary, \$10k fleet maint, \$26.4k wnter materials, \$8.5k streetlights
	\$ 4,895,891	\$ 4,991,727	\$ 95,836	1.96%	

## REVENUES

Description	AMENDED* FY 15-16	PROPOSED FY 16-17	DIFF \$	DIFF %	Main Increase/decrease
Solid Waste License	\$ 525	\$ 1,000	\$ 475.00	90.48%	We increased the fees closer to neighboring Towns
MSW Cans	\$ 2,500	\$ 5,000	\$ 2,500.00	100.00%	We are taking in more revenue from can sales
Transp. Subsidy	\$ 46,000	\$ 42,500	\$ (3,500.00)	-7.61%	The \$42.5k is similar to this fiscal year and is a formula by SCRRA
Tipping Fees - Comm	\$ 279,000	\$ 288,300	\$ 9,300.00	3.33%	We increased the fees closer to neighboring Towns
Recycling - Card/Paper	\$ 4,500	\$ 3,500	\$ (1,000.00)	-22.22%	We are getting less for recyclables per ton than in the past
Recycling - Scrap	\$ 20,000	\$ 4,250	\$ (15,750.00)	-0.7875	The scrap market has gone down significantly in just the last year or so
Landfill Deposits	\$ 140,000	\$ 140,000	\$ -	0%	No real change estimated
Streetlight Rebate	\$ -	\$ 122,000	\$ 122,000.00	0%	This a one time rebate when we buy our lights and convert to LED
	\$ 492,525.00	\$ 606,550.00	\$ 114,025.00	23.15%	

Net Increase/(decrease) to the FY 16-17 Budget \$ (18,189.00)

The Engineering, IT, Building Maintenance and PW/Highway & Sanitation have a combined \$18.8k net decrease on the coming year's proposed budget on \$4.992 million in expenditures

\* Please note that these figures are amended and not adopted as we are operating off of the amended budgets

# **TOWN OF EAST LYME**

## ***CAPITOL IMPROVEMENT PLAN***

***FY 16-17***



## **PAVEMENT PLAN**

**Prepared by Joe Bragaw**

**Director of Public Works**

**December 2015**

# TOWN OF EAST LYME

## PAVEMENT MANAGEMENT PLAN

### EXECUTIVE SUMMARY - TREATMENT COSTS



TREATMENT TYPE	Cost Factor	Est Treatment Life (in yrs)	FY 14-15	Miles of Rd	%	FY 15-16	Miles of Rd	%	FY 16-17	Notes	Miles of Rd	%
Crack Seal	1.0	3-5	\$ 93,646	9.3	8.8%	\$ 50,000	5.0	4.7%	\$ 50,000	1	5.0	3.1%
Chip Seal	3.0	4-7	\$ -	-		\$ -	-		\$ -		-	
Micro paving	3.5	4-7	\$ -	-		\$ -	-		\$ -		-	
Cape Seal	4.5	5-8	\$ 360,517	3.7	33.9%	\$ 351,515	2.6	33.1%	\$ 340,000	2	3.3	21.0%
2" Overlay	6.6	8-10	\$ -	0.5		\$ -	-		\$ 60,000	3	0.5	3.7%
Mill & overlay	8.4	8-12	\$ -	-		\$ -	-		\$ 85,000	4	0.4	5.2%
Cold in place rec - Overlay	8.4	10-15	\$ -	-		\$ 212,958	1.1	20.0%	\$ -		-	
Reclaim & Overlay	12.9	15-20	\$ 608,006	2.0	57.2%	\$ 447,696	1.9	42.1%	\$ 1,085,000	5	2.8	67.0%
<b>Total Town Road Miles</b>		<b>117.54</b>	<b>\$ 1,062,169</b>	<b>15.5</b>	<b>100%</b>	<b>\$ 1,062,169</b>	<b>10.5</b>	<b>100%</b>	<b>\$ 1,620,000</b>		<b>11.9</b>	<b>100%</b>
<b>FUNDING</b>	<b>CIP - bonding</b>		\$ 900,000			\$ 900,000			\$ 900,000			
	<b>add bond</b>								\$ 720,000			
	<b>Town Aid road</b>					\$ 162,169			\$ -	6		
	<b>Total Funding</b>		\$ 1,062,169			\$ 1,062,169			\$ 1,620,000			
<b>Bal. (under)/over</b>		\$ -			\$ -			\$ -				

#### NOTES

- (1) We are looking to continue our crack sealing program by sealing in the new Black Point area (fall of 2016)
- (2) The roads that we are looking to cape seal in 2016 are as follows; Patrick Pl, Roxbury Ct, Damon Hts, Cheryl Ct, Naomi & Wilbur Lanes, Filosi & Wagonwheel Rds, Nelson Dr and Village Dr and Village Ct.
- (3) We would like to shim and overlay Gurley rd and Riverhead Lane in the Golden Spur area
- (4) We would like to mill and overlay Society Rd from Rt 161 to Riverview
- (5) This would include Latimer & Cavasin Dr in Flanders and the Bush Hill Neighborhood in Niantic. If the \$720k were cut, we would start by taking out the Bush Hill neighborhood.
- (6) We need to spend our Town Aid Road next fiscal year on fixing the Walnut Hill Rd retaining wall and the Atlantic St drainage project

*We reserve the right to change any of the roads on this list as we have not reinspected them after the winter to determine if we need to make any changes to our pavement plan*



The information depicted on this map is for planning purposes only. It is not adequate for legal boundary definition, regulatory interpretation, or parcel-level analyses.

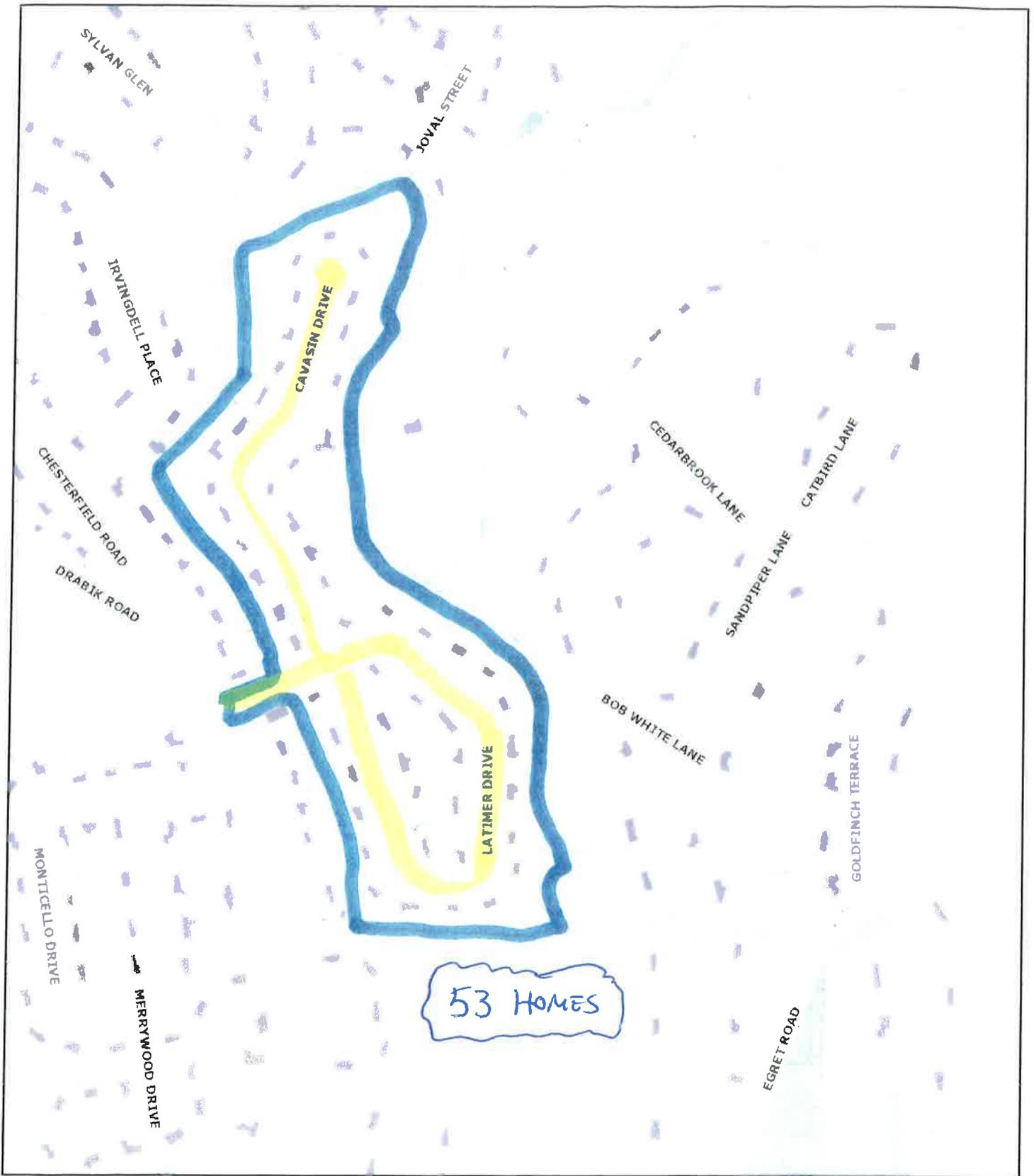
BUSH HILL NEIGHBORHOOD

2/16/2016 11:25:22 AM



1:5172  
1"=431'





The information depicted on this map is for planning purposes only. It is not adequate for legal boundary definition, regulatory interpretation, or parcel-level analyses.

LATIMER/CAVASIN DR



2/16/2016 2:22:59 PM

1:5172  
1"=431'

*A. Stuchlik*

**TOWN OF EAST LYME**  
**Projected Revenues**  
**2016/2017**

Description		Actual 2015	Original/ Amended Projected 2015/2016	First Selectman Proposed 2016/2017	Increase (Decrease)
01-01-110-101	Taxes - Current Grand List	48,867,018	50,946,075	53,990,008	3,043,933
	Supplemental Motor Vehicle				0
01-01-120-102	Taxes - Prior Year Grand Lists	627,323	400,000	400,000	0
01-01-130-101	Interest & Liens - Current Yea	118,293	112,500	115,000	2,500
01-01-130-102	Interest & Liens - Prior Years	214,518	135,000	150,000	15,000
01-01-140-101	Returned Check Fees	980	700	700	0
01-01-140-102	Warrants	1,807	0	0	0
01-01-140-103	Attorney Fees	2,625	0	0	0
01-02-200-201	Education Cost Sharing	7,063,959	7,138,163	7,136,795	(1,368)
01-02-200-202	Transportation	56,623	52,902	51,407	(1,495)
01-03-300-006	State Grant (DUI)	60,759	44,963	60,000	15,037
01-03-300-301	Town Aid Road Assistance	339,502	160,692	340,970	180,278
01-03-300-304	PILOT State Owned Property	1,028,645	981,854	869,119	(112,735)
01-03-300-306	Pequot Grant	333,126	337,244	321,012	(16,232)
01-03-300-307	Tax Relief - Elderly	98,178	98,200	97,591	(609)
01-03-300-309	Tax Relief - Disabled	1,393	1,400	1,393	(7)
01-03-300-310	Civil Preparedness Grant	4,585	40,000	33,562	(6,438)
01-03-300-311	Miscellaneous		5,000	1,000	(4,000)
01-03-300-	MRSA (Sales Tax Sharing) <b>NEW</b>	0	0	350,852	350,852
01-03-300-316	Tax Relief - Telephone Taxes	50,786	50,000	50,000	0
01-03-300-320	Local Capital Improvement	0	123,000	120,181	(2,819)
01-03-300-321	Youth Services Bureau Grant	27,266	27,215	26,160	(1,055)
01-03-300-344	PILOT Hospitals & Colleges	42,921	40,859	40,494	(365)
01-03-300-377	Tax Relief - Veterans	21,620	21,620	19,693	(1,927)
01-04-400-401	Nuclear Safety Emer Prep (NSEP) Grants	41,750	0		0
01-05-500-501	Building Permits	510,655	350,000	365,700	15,700
01-05-500-502	Pistol, Fire & Lodging	12,105	10,000	10,000	0
01-05-500-503	Beach and Recreation	143,952	133,750	145,000	11,250
01-05-500-504	ZBA & Planning	8,019	5,140	5,290	150
01-05-500-505	Conveyance Taxes	273,913	230,000	230,000	0
01-05-500-506	Dog Licenses	11,082	12,000	12,000	0
01-05-500-507	Town Clerk Fees	138,658	145,000	138,000	(7,000)
01-05-500-509	Zoning Fees	66,960	25,000	25,000	0
01-05-500-510	Solid Waste License	150	525	1,000	475
01-05-500-511	Shellfish Permits	115	100		(100)
01-05-500-513	Mooring Permit Fees	7,655	7,000	7,250	250
01-05-500-518	TC Office Fees	5,355	10,000	5,000	(5,000)
01-05-500-519	TC Fish & Game Fees	414	300	300	0
01-05-500-522	Wetlands	7,134	3,800	5,450	1,650
01-05-500-523	Park Vendors	2,825	3,000	3,000	0
01-05-500-524	Beach Grooming	2,600	4,000	4,000	0
01-05-500-525	P & R Athletic Lights		6,000	1,500	(4,500)
01-06-600-601	Parking Fines	9,009	10,000	9,000	(1,000)
01-06-600-602	Extra Duty - Police, Fire(\$5 of \$6)	79,845	30,000	30,000	0
01-07-700-000	Investment Earnings	35,827	33,000	36,000	3,000
01-08-800-001	Misc Revenues(MSW Cans)	5,115	2,500	5,000	2,500

Description		Actual 2015	Original/ Amended Projected 2015/2016	First Selectman Proposed 2016/2017	Increase (Decrease)
01-08-800-005	Ambulance Fund	22,000		10,000	
01-08-800-006	Misc Revenues(Kiducation)	273	0		0
01-08-800-801	Tuition - Other Districts	3,022,752	3,096,416	3,026,411	(70,005)
01-08-800-803	Debt Payment - Salem	86,705	86,705	86,705	0
01-08-800-804	Transportation Subsidy	46,049	46,000	42,500	(3,500)
01-08-800-805	Tipping Fees - Commercial	279,357	279,000	288,300	9,300
01-08-800-807	Recycling - Other	16,479	20,000	4,250	(15,750)
01-08-800-809	Town Miscellaneous	29,626	6,500	6,500	0
01-08-800-810	BOE Miscellaneous	2,415	0		0
01-08-800-811	Rent - Cini Park	13,129	12,260	15,000	2,740
01-08-800-812	Misc - Selectman's Office	140	100	100	0
01-08-800-813	Misc - Assessor	2,923	3,000	3,000	0
01-08-800-814	Landfill Deposits	131,834	140,000	140,000	0
01-08-800-815	Recycling - Cardboard/Paper	3,197	4,500	3,500	(1,000)
01-08-800-817	Misc - Police	1,000			
01-08-800-818	Comm/Aging Program Money	33,160	32,000	21,500	(10,500)
01-08-800-821	OTI - Sewer Assessments	852,464	852,464	356,699	(495,765)
01-08-800-826	Misc - Registrars	5			
01-08-800-838	OTI - Regional Probate	8,680	9,548	10,079	531
01-08-800-823	Misc - Finance Dept	69,093	80,000	68,000	(12,000)
01-08-800-827	Misc - Smith Harris	5,740	5,500	850	(4,650)
01-08-800-831	Misc - Insurance Reimbursements		22,480	22,480	0
01-08-800-832	Misc - Dog Revenue	1,790	1,500	29,341	27,841
01-08-800-833	Misc - Tax Collector	721	700	700	0
01-08-800-834	Water & Sewer Services	0	6,775	6,775	0
01-08-800-840	Streetlight Rebate <b>NEW</b>			122,000	
01-08-900-051	Other Financing - Fund Balance	750,000	650,000	550,000	(100,000)
01-08-800-822	OTI Capital Projects	20,000	51,378	44,195	(7,183)
01-08-900-052	Special Appropriation UFB	146,000			
<b>Final Totals</b>		<b>65,870,597</b>	<b>67,145,328</b>	<b>70,073,312</b>	<b>0</b>