

FILED

Oct 20 20 16 AT 1:40 AM/PM
Cunningham, AR
EAST LYME TOWN CLERK

EAST LYME BOARD OF SELECTMEN
MEETING OF OCTOBER 19, 2016
MINUTES

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

Mr. Nickerson called the meeting to order at 8:25 p.m.

1a. Additional Agenda & Consent Calendar Items
MOTION (1)

Mr. Seery moved to add Item 2e. Executive Session – Discussion regarding Real Estate to the October 19, 2016 agenda.

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

1c. Delegations
There was none.

1d. Approval of Minutes, Meeting of October 5, 2016
MOTION (2)

Mr. Seery moved to approve the minutes of the meeting of October 5, 2016 as submitted.

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

1e. Consent Calendar
MOTION (3)

Mr. Seery moved to approve the Consent Calendar for the meeting of October 19, 2016 in the amount of \$1999.30.

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

2a. Discussion / Possible Acton from Public Hearing re: Ordinance Establishing a Police Commission

Ms. Hardy suggested contacting CCM and request a comparative survey on similar sized communities with salary paid to a chief and how many have Police Commissions and is they elected or appointed.

Mr. Nickerson noted that he had checked with the CT Police Association and 2% were elected and the rest were appointed.

Ms. Hardy said that we heard a lot about cost neutral and she said we need to do the job right from the beginning. She added that short of a new building we need to do the job the way it should be done. She did not want to see the Chief in a used car and she said we need to pay the money for a Lieutenant. She said we need to make the decision do we want an independent police department or not and do we need a police commission.

FILED
TOWN OF
03
Attorney O'Connell stated that state statute provides that if a municipality establishes a police department then they must have a commission of 3, 5 or 7 members. He added he would have to do some research on the residency requirement for the Chief. He said that once the ordinance establishing a police department is established, the resolution designating the First Selectman as the Chief of Police would be rescinded.

Ms. Hardy noted that she hated to see more money put into a bad building.

Mr. Seery noted that the Town could get a good vehicle for \$30,000 since the Chief would not be one of the first responders. He said that we do need a new building but \$30,000 would be a stop gap measure to make it more workable. He added that he had researched and only three departments out of 39 in the state have elected police commissions. He suggested term limits on the membership of the commission, perhaps 2 consecutive 4 year terms. He said that the First Selectman should be a voting member of the commission, especially in the beginning.

Mr. Salerno said that many qualified people do not want to run in an election and there would be no way to reach out to Independents. He noted that appointing would be the best way to go and he agreed with Mr. Seery about the car saying that \$30,000 was adequate. He said that he had toured the Ledyard Police Department and things were going very well and the morale was high. He added that morale would get a big boost here if we move forward. He added that he did not want to hamstring the selection of Chief by a residency requirement.

Ms. Cheeseman echoed what was said before her. She noted that she would rather see appointments for the commission as opposed to an election because a large number of unaffiliated would be disqualified. She added that she was open to looking at other towns and agreed with term limits.

Mr. Cunningham said that he felt that the commission should be elected and perhaps we could come up with some sort of blended system. He said he agreed with Ms. Hardy about the vehicle and noted it would reflect hierarchy.

Ms. Hardy inquired about the money budgeted about four years ago to establish a processing area at the current building.

Mr. Nickerson noted that the money had been identified in the CIP for a sallieport, but was never approved or funded. He said that the people this evening said that they wanted to keep politics out of selecting the membership, but he noted that elections are political. He added that appointment is a better way to go and he recommended term limits. He said that he was pleased that there was no negativity expressed from the public.

Sgt. Macek noted that an election would limit the pool of candidates. He reviewed the soft costs.

Mr. Salerno inquired if town employees should be permitted to sit on the Police Commission.

Attorney O'Connell noted he would write up another draft of the ordinance with the suggested amendments. He noted the clause that mentioned full time constables and one part time constable and added he would change the wording to reflect police officers.

Mr. Nickerson said that the Board would revisit this matter at the next meeting.

2b. Appointment – Inland Wetlands Alternate – Jack Chomicz
MOTION (4)

Mr. Seery moved to appoint Jack Chomicz of 265 Roxbury Road, Niantic, CT to serve as an Alternate on the Inland Wetlands Commission through January 8, 2018.

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

2c. Action – Proposal for EL Highway department to maintain Ledge Light Vehicles

Director Joe Bragaw said he was approached by the Ledge Light Health District (LLHD) Director of Health, Steve Mansfield on whether the East Lyme Highway Department would be interested in maintaining their vehicles. Apparently, LLHD has seven cars in their fleet. LLHD used to pay the Town of Groton to do this service, but they are now interested in us performing the work. The work they are requesting mainly involves oil changes, tire rotation, brakes and/or other routine maintenance but if major work is needed, we could do this work as well. Although this would be extra work for our fleet maintenance workers, it would provide an opportunity to add extra revenue to the Town.

He noted that his recommendation on the process is as follows: As proposed in the Operations Agreement, Ledge Light would pay the Town of East Lyme an hourly rate for labor (\$50/hr straight time, \$75/hr after normal business hours). All parts and materials used specifically on the maintenance of District vehicles will be charged to the District at cost plus a 5% administration fee for ordering, stocking etc. I am requesting that a Capitol Non-Recurring Expense (CNRE) account for Highway Department fleet maintenance equipment be set up and all labor and administrative fee revenue would be put into this account. The Highway Department would then be able to use these funds to help purchase equipment and/or tools that will make their operations more efficient and cost effective for the EL taxpayers. For example, last fiscal year the Highway Department purchased a tire installing machine out of the Highway Maintenance account so that our staff could change tire themselves and not have to pay vendors every time we had to change a tire. By purchasing these types of items out of the CNRE account as opposed to the normal operating budget, it will take pressure of the annual maintenance account.

Mr. Salerno said that he did not see much gain to this especially when you consider the potential liability.

Director Bragaw noted that it brought some revenue to the department.

MOTION (5)

Mr. Seery moved to authorize the First Selectman to sign the attached amended agreement with LLHD; and to establish a Capitol Non-Recurring Revenue and Expense (CNRE) account for

Highway Department fleet maintenance equipment for the revenues received from LLHD for maintenance to their fleet.

Seconded by Mr. Cunningham.

Aye: Mr. Nickerson, Mr. Seery, Ms. Cheeseman, Ms. Hardy, Mr. Cunningham.

Nay: Mr. Salerno. Motion passed 5-1.

2d. Special Appropriation and Transfer \$2,250 from Contingency for the purchase of Tax Collection – Finance Accounting Bridge

Finance Director Johnson noted that the vendor for the Tax Collection software offers a bridge from the Tax side to the Accounting Software side for all batches the Tax Department processes. Currently, when the Tax Department processes a batch of Tax Payments they provide the Finance Department with a copy of the batch. A Finance Department staff member then keys in the data to post on the finance side. With the “Bridge” the batch would “automatically” populate and the Fiscal Assistant would review for accuracy then post. Having the batches on the finance side “automatically” populate will reduce keying entry errors.

In addition, the “Bridge” would also populate all “Refund” and “Adjustment” batches processed by the Tax Staff. At the end of the month when we reconcile, we find the Tax Staff often do not give us these batches. It is time consuming for us to obtain this documentation for us to post to the finance side.

The cost of the software is \$5,000 with a fee of \$1,000 annual maintenance. It was my plan to include request for funding in the proposed 2017/18 budget. At this time Walsh is offering to install the software now and we make one half payment now and the remaining half on July 1, 2017. In the event the town purchases a new accounting software system, the “bridge” would move to it.

MOTION (6)

Mr. Seery moved to approve a special appropriation and transfer of \$2,250 from account 01-01-120-300-500 (Contingency) to account 01-01-118-200-215 (Maint Ofc Equipment) for the purchase and installation of the “Bridge” from the Tax System to the Accounting software system for improved efficiency and forward to the Board of Finance for approval.

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

Ms. Hardy suggested dispensing with Ex-Officio reports due to the lateness of the hour.

Mr. Nickerson thanked Costello’s for dropping off pizza this evening. He said that they will be participating in Tip a Cop benefiting Care and Share taking place on November 16th.

He noted the amazing speaker and NBA star Chris Herron who told his story at the High School about drug addiction and thanked the Youth Coalition who put this presentation together. He said he attended a ribbon cutting at the new yarn shop “Twist” and added that the last farmers market was held last week. He said that our new Assessor Diane Vitigliano will be starting next week and he wished Donna Bekech well in her retirement.

Mr. Salerno noted that he would like the special appropriation for \$10,000 for police department upgrades on the next agenda.

MOTION (7)

Mr. Seery moved to enter into Executive Session at 9:45 p.m. for the purpose of discussing a potential real estate transaction and to invite Attorney O'Connell to attend as appropriate.

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

MOTION (8)

Mr. Seery moved to return to regular session at 9:59 p.m. with no action taken during Executive Session.

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

MOTION (9)

Mr. Seery moved to adjourn the October 19, 2016 meeting of the East Lyme Board of Selectmen at 10:00 p.m.

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

Respectfully submitted,

Darlene C. Stevens, Recording Secretary

