

**EAST LYME BOARD OF FINANCE  
REGULAR MEETING MINUTES  
Wednesday, SEPTEMBER 11th, 2013**

Members In Attendance: Steve Harney, Acting Chairman  
Steve Carpenteri  
Steve Kelley  
Lisa Picarazzi

Also In Attendance: Paul Formica, First Selectman  
Anna Johnson, Finance Director  
Bill Scheer, Public Works Director  
Dr. Lombardo, Superintendent of Schools  
Don Meltabarger, Business Manager, Schools

Absent: Raymond Hart, Chairman, Camille Alberti

**A. Call Meeting to Order**

Acting Chairman Harney called this Regular Meeting of the East Lyme Board of Finance to order at 7:00 PM.

**B. Pledge of Allegiance**

The Pledge was observed.

Mr. Harney asked that they observe a moment of silence in respect for the 9/11 event twelve years ago.

**C. Delegations**

Mr. Hart called for Delegations.

There were no delegations.

**D. Approval of Minutes**

▪ **July 10, 2013 – Regular Meeting**

Mr. Harney called for a motion for approval or any changes to the Board of Finance Regular Meeting Minutes of July 10, 2013.

**\*\*MOTION (1)**

Mr. Kelley moved to approve the Board of Finance Regular Meeting Minutes of July 10, 2013 as presented.

Mr. Carpenteri seconded the motion.

Vote: 4 – 0 – 0. Motion passed.

**E. Reports**

◆ **First Selectman**

Mr. Formica reported on the following:

- There was a small electrical fire at the Niantic Pump Station – two employees went to the hospital and were released. There was breaker box damage; they were able to pump to trucks to bring the effluent to Waterford to be put into the sewer line system. There are currently two pumps in the area which are allowing the pump station to be bypassed and the system to operate. The panels will be repaired once all of the damage is determined.
- He wanted to publicly thank the Town of Waterford for sending personnel to help cover and to help our people with the work.
- CL & P was also very helpful with respect to this unfortunate event.
- It looks like we will have a substantial amount coming back to the general fund at the end of this last fiscal year.

Ms. Picarazzi asked if the diesel generator for the pump station is on-site.

Mr. Formica and Mr. Scheer said that they have a portable one on site.

Ms. Picarazzi asked if they know the cause of the problem.

Mr. Formica said that they are looking over everything thoroughly before re-connecting. He noted that this pump station was slated for upgrades.

◆ **Finance Director**

Ms. Johnson said that the monthly reports were sent out last month and that they have the new reports. She said that she will have everything for them at their next meeting regarding encumbrances. They are looking at a return of approximately \$700,000 at year end from the Town side.

Mr. Formica noted that they would be provided this information with the audit information.

Ms. Picarazzi asked about contracted services being 98% used at this point in the year.

Ms. Johnson said that it is for the Assessor's software and it comes in at the beginning of the year so they are done now.

**F. New Business**

**a. Special Appropriation – Board of Education – Capital Budget**

Mr. Formica explained the various projects for the school system noting that many were long overdue. He said that they did settle a lawsuit with the contractor regarding the gym floor that was damaged when it rained while the roof was open and the \$80,000 from this will be used towards the bleachers. They also have LEARN dollars that will be applied. Should this be approved it will go to Town Meeting next week.

Ms. Picarazzi asked about the upgrade at Lillie B Haynes noting that it seems premature when they have not finished with the facilities study consolidation.

Mr. Meltabarger said that it is not a large amount of money and that the wing does not have enough electric circuits to provide AC when it is exceptionally hot or to power the new smart boards. It also is not a large amount of money.

Ms. Picarazzi asked if they had considered temporary power.

Mr. Formica said that they are probably some 3-5 years away with the consolidation.

Dr. Lombardo said that they are some years away as Mr. Formica has said to this will carry them for those 3 to 5 years.

Ms. Picarazzi asked about the tiles for the north wing.

Mr. Meltabarger said that it looks like chicken wire currently and the intent is to drop the ceiling and bring the lights down to make the corridor lighter as it is very dark.

Ms. Picarazzi asked about the hot water heater.

Mr. Meltabarger explained that this also has a health & safety issue component and that it would provide them with more hot water and also helps them to get away from having to use oil.

Mr. Kelley noted that they budgeted \$20,000 in the capital plan for this and that the estimate is \$45,500 which is over two times what was budgeted.

Mr. Meltabarger said that it had not gone out to bid at the time that they came up with the \$20,000 estimate figure.

Ms. Picarazzi asked about the new bleachers at a cost of \$80,000 and if they were being purchased from a contractor and what type of material they were made of.

Mr. Meltabarger said that they are made of plastic.

Ms. Picarazzi asked what happens to the old bleachers.

Mr. Formica said that the contractor takes out the old bleachers and puts in the new and takes the old away with him. They are not left on site. The contractor best knows how and where to recycle them and many times the price is predicated on the disposal/recycling of the old bleachers.

**\*\*MOTION (2)**

Ms. Picarazzi moved that Whereas, the Board of Finance upon the recommendation of the Board of Education and approval of the Board of Selectmen has determined that a true and very real need exists for the purchase and installation for the capital improvement projects described above; Be It Resolved, to approve a special appropriation to the Board of Education in the amount of \$221,487 in CNRE Fund 32 for the purpose of (1) ELHS – A Wing Sprinkler/Installation/Extension \$15,028, (2) ELHS – Domestic Hot Water Gas Conversion \$45,500, (3) ELHS – Athletic Wing Hallways \$27,607, (4) ELHS – Bleachers North Gym \$102,800 and (5) LBH – Electric Upgrade \$18,138 and a \$12,414 allowance for Contingency. The source of funds will be \$80,000 from ELHS Roof construction Settlement and \$141,487 from Learn Rental Fees. These projects are consistent with the 2013/14 Capital Improvement Plan as adopted.

Mr. Carpenteri seconded the motion.

Vote: 4 – 0 – 0. Motion passed.

Mr. Kelley asked about the BOE Report showing that 99% has been spent on substitutes so far this year.

Dr. Lombardo said that the money is encumbered and that is what is left.

**b. Special Appropriation – STEAP Grant - \$500,000 – Repairs to Boardwalk**

Mr. Formica explained that they have been applying for STEAP grants for five year now and that they also have a \$450,000 grant to continue the renewal work up Hope Street. This is the latest STEAP grant that has just been awarded to them and they are adding it to the other dollars for the Boardwalk repair to give them a total of \$4.7M to do the Boardwalk project. Some of this money will be used for the bid project. When this project is done they will have one mile of Boardwalk that will be good for a 100 year storm.

Ms. Picarazzi asked what the actual repair cost will be.

Mr. Formica said that they are thinking that it will come in at the \$4M to \$4.5M range. He added that they are not sure on the Amtrak services and their flagmen who will have to be there when the cranes are there working so close to the tracks. He said that he is also working with Congressman Courtney for some of the Federal funding that has been given to Amtrak for this corridor.

**\*\*MOTION (3)**

Mr. Kelley moved to approve a special appropriation in the amount of \$500,000 in Capital Projects Fund 55 from the STEAP Grant for the purpose of repairs to the Niantic Bay Boardwalk.

Ms. Picarazzi seconded the motion.

Vote: 4 – 0 – 0. Motion passed.

**c. Budget Transfers \$26,305.69**

Mr. Formica said that these are transfers within the departments to balance out the end of the year.

Ms. Picarazzi asked about the large item for the PT Firefighters.

Mr. Formica explained that this is a transfer within the actual department from one line item to another.

Ms. Picarazzi asked if they did not budget enough.

Ms. Johnson explained that it relates to if they have enough PT employees to come in and fill and if they do not then the FT employees have to fill in at an overtime rate.

**\*\*MOTION (4)**

Mr. Carpenteri moved to ratify departmental transfers in the amount of \$26,305.69 processed for fiscal year end June 30, 2013. (List attached)

Ms. Picarazzi seconded the motion.

Vote: 4 – 0 – 0. Motion passed.

**G. Old Business**

There was none.

**H. Public Discussion**

There was no Public Discussion.

## **I. Board Comments**

There were no comments.

## **J. Adjournment**

Mr. Harney called for a motion to adjourn.

### **\*\*MOTION (5)**

Mr. Kelley moved to adjourn this Regular Meeting of the East Lyme Board of Finance at 7:40 PM.

Ms. Picarazzi seconded the motion.

Vote: 4 – 0 – 0. Motion passed.

Respectfully submitted,

Karen Zmitruk,  
Recording Secretary