

EAST LYME HISTORIC PROPERTIES COMMISSION  
SPECIAL MEETING MINUTES OCTOBER 5, 2015  
EAST LYME TOWN HALL 700 PM

FILED IN EAST LYME  
CONNECTICUT  
OCT 13 2015 AT 4:10 AM/PM  
*Cesecya Blais*  
EAST LYME TOWN CLERK

CALL TO ORDER

PLEDGE OF ALLIGIANCE

MEMBERS PRESENT: S. Marks-Hamilton, M. Prokop, L. Lange, B. Murphy, B. Johnson Low, M. Christensen, R. Waterman

DELEGATIONS: Gary Lakowski, Chairman Smith-Harris Commission

G. Lakowski reported on the proposed boundaries of the Smith-Harris Property which will help the House and Property be included in the EL Historic Property Designation.

The purpose of this meeting was to discuss the following Historic Properties Lease Guide lines:

HP Lease Guidelines Discussion Points

A. Why a Lease?

Legally defines relationship of owner and lessee

Defines purpose of property\*

Is necessary for some accesses to external funding

Shows consistency with other agreements/ordinances/leases of Town owned properties

B. Length/Term of Lease and rationale

Term should recognize the need to protect the Town and the investment of time and resources of/by lessee

Range documented: 1 year to 99 years;

Is there a difference if the property has multiple uses or one purpose?

What is included to cover the future of new buildings?

A lengthy lease should be revisited, perhaps at least once a generation

C. Insurance: Options and rationale

Fire insurance by Town with it as beneficiary. Language about repairing/rebuilding or recognition of destroyed historic building;

Insurance on new buildings

Liability Insurance by Town to be consistent with other buildings/properties

Events liability policies by lessee

Board and officers liability identified in initial Sec. of State Incorporation papers of lessee

State Statute coverage of volunteers (Section Number?)

D. Use of premises: Rationale

Per identification of building as an historic museum  
Per lessee By-Laws stated purposes/mission\*  
Other organizations use per historic museum and lessee stated purposes/mission  
Permission for vendors (See Parks and Recreation)

E. Assignment of State Easement: Rationale  
To be completed at October meeting

F. Operating expenses: Rationale  
Consistent with other Town buildings  
Sharing potential  
Lessor and Lessee meet to develop annual and long range budgets

G. Cancellation/Default:  
What non-compliance would result in non-renewal of lease/ What criteria must be met to remain a lessee?  
In case of dissolution of the lessee, on Town owned property, how is the purpose maintained?  
Gross negligence by Lessee

H. Other?

\*

#### ARTICLE I: PURPOSE

The purpose of this CORPORATION IS TO ENGAGE IN ANY LAWFUL ACT OR ACTIVITY PERMITTED UNDER THE CONNECTICUT REVISED NONSTOCK CORPORATION ACT, TITLE 33. CHAPTER 602, OF THE GENERAL STATUTES OF CONNECTICUT, (THE "ACT") WHICH IS, ORGANIZED EXCLUSIVELY, CHARITABLE, RELIGIOUS, EDUCATIONAL, AND/OR SCIENTIFIC IN NATURE, INCLUDING FOR SUCH PURPOSES, THE MAKING OF DISTRIBUTIONS TO ORGANIZATIONS THAT QUALIFY AS EXEMPT ORGANIZATIONS UNDER SECTION 501(c)(3) OF THE INTERNAL REVENUE, OR THE CORRESPONDING SECTION OF ANY FUTURE FEDERAL TAX CODE, and more particularly:

To sponsor, promote, protect, encourage, and ensure the preservation of the Samuel Smith House and Property located on Plants Dam Road, East Lyme CT as interpretation of 17<sup>th</sup> and 18<sup>th</sup> Century farm life, the history of the property, and those families that lived there.

To sponsor cooperative fundraising, educational programming, preservation planning, preservation actions, public relations and such other services and programs as shall be

deemed necessary to encourage the public's enjoyment of this historic house and property.

To partner and participate with Town, and other public and private organizations and groups with similar historic, educational and community interest and purposes at the local, town, regional, state, and national levels

Meeting Adjourned – Motion S. Marks-Hamilton – M. Christensen unanimous

Respectfully Submitted – Elizabeth H. Murphy , Secretary