## EAST LYME BOARD OF SELECTMEN REGULAR MEETING OF DECEMBER 6, 2017 MINUTES

PRESENT: Mark Nickerson, Kevin Seery, Rose Ann Hardy, Dan Cunningham and Paul Dagle

EXCUSED: Marc Salerno

Also present were Finance Director Anna Johnson, Fire Marshal Dick Morris, Public Works Director Joe Bragaw, Town Engineer Bill Scheer and Parks & Recreation Director David Putnam

Mr. Nickerson called the meeting to order at 7:30 p.m. and led the Pledge of Allegiance.

1b. Additional Agenda & Consent Calendar Items There were none.

Ic. Delegations There were none.

Id. Approval of Minutes, Regular Meeting of November 15, 2017 MOTION (1)

Mr. Seery moved to approve the Board of Selectmen Regular Meeting Minutes of November 15, 2017, as submitted.

Seconded by Mr. Cunningham. In Favor; Mr. Nickerson, Mr. Cunningham and Mr. Seery. Abstained; Mrs. Hardy and Mr. Dagle. Motion passed 3-0-2.

le. Consent Calendar

MOTION (2)

Mr. Seery moved to approve the Consent Calendar for the meeting of December 6, 2017, in the amount of \$5,307.78.

Seconded by Mrs. Hardy. Motion passed 5-0.

2. Old Business

There was none.

3a. Budget Update

DISCUSSION: Finance Director Anna Johnson gave the Board of Selectmen an update and reviewed the information distributed, and attached hereto as Exhibit 1. Mr. Seery thanked the Department Heads for working hard to making this difficult budget work. Mr. Nickerson noted that this is a delicate balancing act, and thanked everyone for pulling together during this difficult process.

3b. Special Appropriation Vehicle Acquisition Program \$388,080.60 - 2017/18 DISCUSSION: Mr. Nickerson stated that all of the items on this list are already in the 2017/18 CIP plan and are included in the approved budget. Although these purchases were held off because of the uncertainty of the State budget, they are pieces of equipment that are necessary and need to be replaced. Public Works Director Joe Bragaw reviewed the need for a new dump truck, flail mower, and a pickup truck for Parks & Recreation. The flail mower has been in need of replacement for a couple of years, and now it is becoming more expensive to fix it when it breaks than it will be to

Mec 12 20 17 AT 10:50 EMPPM (LULLUM YOUTH) replace it with a new one. It is currently not working and will cost  $\sim$ \$10,000 to fix it. The pickup truck that this new one will replace will be passed down to the public works department to be used at the transfer station.

Fire Marshal Dick Morris reported on the two Scott Air Packs, and stated that these are necessary and will be replacing packs that have aged out. It was also noted that the purchase of these two air packs will mean that all of the air packs at the two firehouses and emergency management now match and are interchangeable if needed.

To speak on the \$35,000 for the portable restrooms was Bill Scheer. Mr. Scheer explained that these portable restrooms are for Cini Park and was approved as part of the STEAP Grant. The original grant called for permanent bathrooms, but the FEMA flood zone has since changed and now only permits a removable facility. To cover the \$70,000 total cost of the bathrooms, we will take half of the cost here as part of the CIP, and the remaining half through CNRE, Agenda Item #3d.

MOTION (3)

Mr. Seery moved that WHEREAS, the Board of Selectmen has determined that a true and very real need exists for the acquisition of the Vehicles and Equipment described above presented at this meeting.

BE IT RESOLVED, to approve an appropriation in the amount of \$388,080.60 for the purpose of acquiring by way of lease or purchase various vehicles and equipment more particularly described in the Town's FY 2017/2018 Equipment Acquisition Plan, as evidenced by one or more agreements for the acquisition of said vehicles by lease or purchase or a combination thereof, for a total price of \$369,400 plus interest at the rate of 1.98% per annum, payable in annual installments of \$77,616.12 (\$6,468.01/month) over a period of five (5) years. The First Selectman is authorized, in the name and on behalf of the Town, to execute and deliver any documents that may be required in connection with said transactions; and forward to the Board of Finance for approval. This requires a Town Meeting. Seconded by Mr. Dagle. Motion passed 5-0.

3c. Special Appropriation BOE Acquisition Program \$504,058.80 - 2017/18 DISCUSSION: Speaking on behalf of this proposed appropriation was Superintendent of Schools Jeff Newton. Mr. Newton explained that this work on the pool roof is necessary at this time to preserve the current roof and prevent having to replace the roof completely. The order for this equipment needs to go in by next month in order to get the necessary parts here to get the repairs done over the summer break. Regarding the computer equipment, it will be shared between all five schools, for both staff and student use. With the progression of technology, it has become increasingly necessary to have laptops readily available for student use and most teaching modules now require this updated technology.

Mr. Seery moved that WHEREAS, upon the recommendation of the Board of Education, the Board of Selectmen has determined that a true and very real need exists for the acquisition of the Equipment described above.

BE IT RESOLVED, to approve an appropriation to the Board of Education in the amount of \$504,058.80 for the purpose of acquiring by way of lease or purchase or a combination thereof, various new computer and smart board equipment for the High School, Middle School, Niantic Center School. Lillie B. Haynes, Flanders School, and the Central Office more particularly described in the East Lyme Public Schools Proposed Year One Computer Replacement Plan 2017/18 and for partial funding of the ELHS Pool Dehumidification System for the total amount of \$480,735 plus interest at the rate of 1.98% per annum, payable in annual installments of \$100,811.76 (\$8,400.98/month) over a period of five (5) years; and forward to the Board of Finance for approval. This requires a Town Meeting. Seconded by Mr. Dagle. In Favor; Mr. Nickerson, Mr. Cunningham, Mr. Dagle and Mr. Scery. Abstained; Mrs. Hardy. Motion passed 4-0-1.

3d. Special Appropriation CNRE \$35,000 - Cini Park Bathrooms

DISCUSSION: Mr. Nickerson stated that this item was discussed as part of Agenda Item #3b, and that this is the remaining \$35,000 needed to complete the Cini Park Bathroom project, as part of the already approved and STEAP grant. Mr. Dagle inquired as to how much money would be left in the CNRE fund account, and Finance Director Anna Johnson stated that there would be a balance of approximately \$54,000 left over.

MOTION (5)

Mr. Seery moved to approve a special appropriation and transfer in the amount of \$35,000 from CNRE Fund 32 account 32-70-300-500-100 (Town Project Allocations) and establish an account titled, "Cini Park Restrooms" for partial funding for the purchase of a portable restroom trailer for Cini Park and forward to the Board of Finance for approval. This purchase is consistent with the Capital Improvement Plan. This will require a Town Meeting.

Seconded by Mr. Dagle. In Favor; Mr. Nickerson, Mr. Cunningham, Mr. Dagle and Mr. Seery. Abstained; Mrs. Hardy. Motion passed 4-0-1.

3e. Discussion about future agenda items

DISCUSSION: Mrs. Hardy requested that a standing agenda item be added to the BOS agenda, that being "Future Business". Examples of information that she would like to see discussed at future meetings are; discussion on the possible regionalization of Old Lyme and East Lyme police departments: Police Commission roles and responsibilities; the review of boards and commissions; i.e., Building Board of Assessment Appeals and Water Assessment; town facility tours for the Board, including the police department; Water & Sewer needs to present their budget to the Board; and the noise ordinance and how to enforce it or should be remove it from the books. Mr. Nickerson asked Ms. Johnson to please put a decibel reader into next year's CIP so we can start enforcing this ordinance.

3f. Appointments to Boards and Commissions

DISCUSSION: Both Mr. Nickerson and Mr. Seery thanked everyone for stepping up to the plate and volunteering to sit on a board or commission, past and present. Mrs. Hardy suggested that everyone who has been appointed be invited to attend a special swearing in ceremony after the special town meeting and before the regular meeting on December 20<sup>th</sup>.

MOTION (6)

Mrs. Hardy moved to appoint Kevin Seery, 25 Quailcrest Road, East Lyme to serve as the First Deputy Selectman with a term to expire on December 2, 2019.

Seconded by Mr. Dagle. Motion passed 5-0.

MOTION (7)

Mr. Seery moved to appoint Marc Salerno, 8 Bobwhite Lane, East Lyme to serve as Second Deputy Selectman to serve when the First Selectman and Deputy First Selectman are not available, through December 2, 2019.

Seconded by Mr. Dagle. Motion passed 5-0.

MOTION (8)

Mr. Seery moved to appoint Attorney Edward O'Connell, 6 Lantern Lane, Niantic as Town Attorney to serve through January 3, 2022.

Seconded by Mrs. Hardy. Motion passed 5-0.

MOTION (9)

Mr. Seery moved to appoint Eugene Cushman, 184 Upper Pattagansett Road, East Lyme as Town Meeting Moderator to serve through January 7, 2019 and to appoint Pierce Connair of 3 Winchester Road, East Lyme to serve as Deputy Meeting Moderator through January 7, 2019.

Seconded by Mrs. Hardy. Motion passed 5-0.

MOTION (10)

Mr. Seery moved to appoint Joseph Bragaw, 19 Attawan Road, Niantic to serve as the SCRRRA representative for the Town of East Lyme through January 6, 2020.

Seconded by Mr. Dagle. Motion passed 5-0.

MOTION (11)

Mr. Cunningham moved to appoint Kevin Seery, 25 Quailcrest Road, East Lyme to serve as Alternate SCRRRA representative for the Town of East Lyme through January 6, 2020.

Seconded by Mrs. Hardy. Motion passed 5-0.

MOTION (12)

Mr. Cunningham moved to appoint John Whritner, 4 Blueberry Lane, Niantic; and Barbara Smith. 2 Clark Lane, Niantic to serve on the Commission on the Aging with a term to expire on January 3, 2022. Seconded by Mr. Seery. Motion passed 5-0.

MOTION (13)

Mr. Cunningham moved to appoint John Cutillo, III, 74 Fairhaven Road, Niantic; and Paul Baker, Jr., 8 Bishop Bay Drive, Niantic to serve on the Building Code of Appeals with a term to expire on January 3, 2022.

Seconded by Mr. Seery. Motion passed 5-0.

MOTION (14)

Mr. Cunningham moved to appoint Donald Danila, 24 Pattagansett Drive, East Lyme; and Mark Christensen, 66 Grassy Hill Road, East Lyme to serve on the Conservation of Natural Resources Commission with a term to expire on January 3, 2022.

Seconded by Mr. Seery. Motion passed 5-0.

MOTION (15)

Mr. Cunningham moved to appoint Ronald Nichols, 32 Bush Hill Road, Niantic to serve on the Conservation of National Resources Commission as an alternate member with a term to expire on January 3, 2022.

Seconded by Mr. Seery. Motion passed 5-0.

MOTION (16)

Mr. Cunningham moved to appoint William Mountzoures, 88 Smith Street, Niantic; and Joseph Hitchery, 32 Bishop Bay Road, Niantic to serve on the East Lyme Harbor Management/Shellfish Commission with a term to expire on January 3, 2022.

Seconded by Mr. Seery. Motion passed 5-0.

MOTION (17)

Mr. Dagle moved to appoint Rodney McCauley, 228 Roxbury Road, Niantic; Joan Bengtson, 67 Walnut Hill Road, East Lyme; and Stephen Marks-Hamilton, 39 Sunnieside Drive, Niantic to serve on the Historic Properties Commission with a term to expire on January 3, 2022.

Seconded by Mr. Seery. Motion passed 5-0.

MOTION (18)

Mr. Dagle moved to appoint Alfred Hobby, 33 Upper Pattagansett, Niantic; and Richard Waterman, 11 Lake Avenue Ext., Niantic to serve on the Historic Properties Commission as an alternate member with a term to expire on January 3, 2022.

Seconded by Mr. Cunningham. Motion passed 5-0.

MOTION (19)

Mr. Dagle moved to appoint John Chomicz, Jr., 265 Roxbury Road, Niantic; and William Dwyer, 12 Sunnieside Drive, Niantic to serve on the Inland Wetlands Agency with a term to expire on January 3, 2022.

Seconded by Mr. Seery. Motion passed 5-0.

MOTION (20)

Mr. Dagle moved to appoint Mark Powers, 4 Round Rock Road, Niantic to serve on the Niantic River Gateway Commission with a term to expire on January 3, 2022.

Seconded by Mr. Seery. Motion passed 5-0.

MOTION (21)

Mr. Dagle moved to appoint John Jasper, 8 Old Oak Lane, Niantic; and Don Danila, 24 Pattagansett Drive, East Lyme to serve on the Niantic River Watershed Board with a term to expire on January 3, 2022.

Seconded by Mr. Cunningham. Motion passed 5-0.

MOTION (22)

Mr. Dagle moved to appoint Ralph Bates, 5 Hudson Lane, Niantic to serve on the Niantic River Watershed Board as an alternate member with a term to expire on January 3, 2022.

Seconded by Mrs. Hardy. Motion passed 5-0.

MOTION (23)

Mr. Dagle moved to appoint Roger Nadeau, 22 South Cobblers Court, Niantic to serve on the Parks & Recreation Commission with a term to expire on January 3, 2022.

Seconded by Mr. Seery. Motion passed 5-0.

MOTION (24)

Mrs. Hardy moved to appoint Anthony Buglione, 55 Society Road, Niantic; Mark Powers, 4 Round Rock Road, Niantic; and Thomas Gardner, 24 Sunrise Trail, East Lyme to serve on the Police Commission with a term to expire on January 3, 2022.

Seconded by Mr. Seery. Motion passed 5-0.

MOTION (25)

Mrs. Hardy moved to appoint Margaret Prokop, 52 Lovers Lane, East Lyme; Richard MacDonald, 23 Hopkins Drive, Niantic; and Gary Lakowsky, 12 Methodist Street, Niantic to serve on the Smith-Harris House Commission with a term to expire on January 3, 2022.

Seconded by Mr. Cunningham. Motion passed 5-0.

MOTION (26)

Mrs. Hardy moved to appoint Abraham Fisher, 18 Sunnieside Drive, Niantic; and Jerry Fortier, 13 N. Ledge Rock Road, Niantic to serve on the Town Building Committee with a term to expire on January 3, 2022.

Seconded by Mr. Seery. Motion passed 5-0.

MOTION (27)

Mrs. Hardy moved to appoint Paul Spakowski, 37 Mill Road, East Lyme; and Peter Harris, 5 South Ridge Road, Niantic to serve on the Waterford-East Lyme Shellfish Commission with a term to expire on January 3, 2022.

Seconded by Mr. Cunningham. Motion passed 5-0.

MOTION (28)

Mrs. Hardy moved to appoint Lawry O'Connell, 81 East Pattagansett Road, #32, Niantic; and Ken Roberts, 2 Rockwell Street, Niantic to serve on the Youth Services Commission with a term to expire on January 3, 2022.

Seconded by Mr. Seery. Motion passed 5-0.

3g. Sign Call – Special Town Meeting, December 20, 2017 MOTION (29)

Mr. Seery moved the following call:

# TOWN OF EAST LYME NOTICE OF SPECIAL TOWN MEETING

Notice is hereby given of a Special Town Meeting of the Town of East Lyme to be held on Wednesday, December 20, 2017 at 7:00 P.M. (E.D.T.) at the East Lyme Town Hall Upper Meeting Room for the following purposes:

- 1. To approve a special appropriation in the amount of \$388,080.60 for the purpose of acquiring by way of lease or purchase various vehicles and equipment more particularly described in the Town's FY 2017/2018 Equipment Acquisition Plan, as evidenced by one or more agreements for the acquisition of said vehicles by lease or purchase or a combination thereof, for a total price of \$369,400 plus interest at the rate of 1.98% per annum, payable in annual installments of \$77,616.12 (\$6,468.01/month) over a period of five (5) years.
- 2. To approve a special appropriation to the Board of Education in the amount of \$504,058.80 for the purpose of acquiring by way of lease or purchase or a combination thereof, various new computer and smart board equipment for the High School, Middle School, Niantic Center School, Lillie B. Haynes, Flanders School, and the Central Office more particularly described in the East Lyme Public Schools Proposed Year One Computer Replacement Plan 2017/18 and for partial funding of the ELHS Pool Dehumidification System for the total amount of \$480,735 plus interest at the rate of 1.98% per annum, payable in annual installments of \$100,811.76 (\$8,400.98/month) over a period of five (5) years.
- 3. To approve a special appropriation and transfer in the amount of \$35,000 from CNRE Fund 32 account 32-70-300-500-100 (Town Project Allocations) and establish an account titled, "Cini Park Restrooms" for partial funding for the purchase of a portable restroom trailer for Cini Park. This purchase is consistent with the Capital Improvement Plan.
- 4. To transact any other business proper to come before the meeting Dated at East Lyme, Connecticut, this 6th day of December 2017. Seconded by Mr. Dagle. Motion passed 5-0.
- 4. Communications

There was none.

5. Information and Reports.

There was none.

### 6a. Ex-Officio

Mr. Cunningham reported that Barbara Johnson Low was voted the permanent Chairperson to the Historic Properties Commission. The Bike & BBQ event was a success and raised approximately \$500 for each house and put aside \$2,000 to fund next years' event. He reported that they will have a preservation pot luck on Tuesday, January 12, 2018.

Mr. Dagle reported that a tri-commission meeting will be held on December 7<sup>th</sup> at the Waterford Community Center at 7pm to discuss the proposed shellfish project. This meeting is expected to be an informational meeting only, and no action will be taken.

Mr. Seery reported that at the last Planning Commission meeting Rita Palazzo was voted as the Chairperson, and Kirk Scott was voted in as the Secretary. Mr. Seery reported that the new basketball courts at Bridebrook were poured today and they look great.

#### 6b. First Selectman's Report

Mr. Nickerson stated that he hoped that everyone had a great Thanksgiving. He reported that the annual holiday stroll was this past weekend and that it was the biggest and best one ever; thank you to all of the merchants that participated, and thank you to the many residents and nonresidents that came out to enjoy this wonderful event. On Friday last week we had two groups of ~40 2<sup>nd</sup> graders in for a tour of Town Hall and a very interesting question and answer session. The kids had a lot of really great and thoughtful questions. The week prior there was a group of Girl Scouts here looking for community service opportunities within our community. We have great kids in our community. On Monday, December 4th was the official swearing in of all elected officials including the First Selectman. Thank you to everyone who stepped up to run for an elected office, and thank you all for your support. This past weekend was the funeral service for one of our Town's leading matriarchs, Mrs. Jezierski; thoughts and prayers to the Jezierski family. Mr. Nickerson recently attended the CCM annual 2-day convention at Foxwoods. This Saturday, December 9th is the annual Jingle Bell 5K to benefit the Brian T. Dagle Foundation; 8:30am registration and 10:00am race start at McCook's. Regarding the question brought up about Old Lyme and East Lyme Police Departments merging, this is something that is being explored. East Lyme would ultimately be absorbing the Old Lyme PD, so they have formed a committee to begin discussions and will come to us to meet and discuss what they have come up with. December 7th will be the first Board of Director meeting for the Miracle League, so Mr. Nickerson will attend that then head over to Waterford to attend the tri-commission meeting regarding harbor management/shellfish proposed projects.

#### 7. Public Comment

There was none.

### 8. Selectman's Response

There was none.

#### MOTION (30)

Mr. Seery moved to adjourn the December 6, 2017, regular meeting of the East Lyme Board of Selectmen at 9:05 p.m.

Seconded by Mr. Dagle. Motion passed 5-0.

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Respectfully submitted,

Sandra Anderson

Recording Secretary

#### EXHIBIT 1

# TOWN OF EAST LYME Projected Revenues 2017/2018

	Description		2016/17 State Grant Received	Board of Finance Proposed 2017/2018	Legislature 10/25/17	State Budget Variance with Town Budget
01-02-200-201	Education Cost Sharing		6,918,462	6,918,462	6,572,539	(345,923)
	Town Aid Road Assistance	*	342,652	340,837	342,652	1,815
01-03-300-304	PILOT State Owned Property		862,360	862,360	192,581	(669,779)
01-03-300-306	1		320,180	320,180	320,180	0
01-03-300-	MRSA (Sales Tax Sharing) NEW		243,736	0	0	0
01-03-300-320	Local Capital Improvement		0	118,000	220,331	102,331
	PILOT Hospitals & Colleges		40,179	40,179	28,062	(12,117)
01-03-300-	Municipal Stabilization Grant		0	0	615,174	615,174
	Final Totals	a fight	8,727,569	8,600,018	8,291,519	(308,499)

<sup>\*</sup> Includes Town Aid Rd \$320,210 plus: Grants for Municipal Projects \$22,442

<sup>\*\*\*</sup> Renters Program \$100,366

Difference between 10/25/17 State & Town Budget	308,499
Plus: Additional LoCIP	102,331
Plus: 50% Renters Program	50,183
Total Budget Shortfall Revenues	461,013
Less: Additional Taxes Mil Rate	(307,715)
Net 2017/18 Budget Deficit	153,298

Allocation of Budget Deficit

 BoE 66%
 101,177

 Town 33%
 52,121

 Total
 153,298

	Description		2016/17 State Grant Received	Board of Finance Proposed 2017/2018	Govenor 11/17/17	State Budget Variance with Town Budget
01-02-200-201	Education Cost Sharing	П	6,918,462	6,918,462	5,975,949	(942,513)
	Town Aid Road Assistance	*	342,652	340,837	342,652	1,815
01-03-300-304	PILOT State Owned Property		862,360	862,360	176,267	(686,093)
01-03-300-306			320,180	320,180	320,180	0
A CONTRACTOR OF THE CONTRACTOR	MRSA (Sales Tax Sharing) NEW		243,736	0	0	0
	Local Capital Improvement		0	118,000	220,331	102,331
	PILOT Hospitals & Colleges		40,179	40,179	16,445	(23,734)
01-03-300-	Municipal Stabilization Grant		0	0	566,642	566,642
Sec. 0 750 (155 (150)	Final Totals	Tinh.	8,727,569	8,600,018	7,618,466	(981,552)

Difference between budget & 11/17/17 Holdbacks/Lapses	981,552
Plus: Additional LoCIP	102,331
Plus: 50% Renters Program	50,183
Total Budget Shortfall Revenues	1,134,066
Less: Additional Taxes Mil Rate	(307,715)
Net 2017/18 Budget Deficit	826,351

Allocation of Budget Deficit

BoE 66% 545,392

Town 33% 280,959

Total 826,351

BOS 12/4/17 3-a

Updaled: 11/17/17

<sup>\*\*</sup> Excludes Adult Education Grant: 2017 = \$17,156; 2018 = \$15,971

# Town of East Lyme Budget Freezes for State Holdbacks Agreed Upon

				Total		%
A/C #	Description	Amount	Total	Budget	5%	Holdback
01-01-105-300-320	Miscellaneous Supplies	360	360	213,395	10,670	0.17%
01-01-109-200-215	Maintenance Office Equip	5,000	5,000	124,688	6,234	4.01%
01-01-113-300-317	Custodial Supplies	1,000				
01-01-113-200-222	Building Maintenance	9,000	10,000	697,501	34,875	1.43%
01-01-134-200-222	Building Maintenance	200				
01-01-134-200-236	Museum Programs	500				
01-01-134-200-257	Preservation, Collections Care	100				
01-01-134-300-320	Miscellaneous Supplies	10	810	16,200	810	5.00%
01-25-216-100-513	Foot Patrol/Parade Duty	4,000				
01-25-216-100-515	Overtime Boat Duty	5,000				
01-25-216-200-221	Radio Maintenance	12,000				
01-25-216-300-326	Training Supplies	4,000				
01-25-216-300-329	Public Relations	1,000	26,000	2,571,897	128,595	1.01%
01-25-217	FFD	7,000				
01-25-218-200-218	OSHA	6,747				
01-25-218-200-220	Vehicle Maintenance	1,100				
01-25-218-200-221	Radio Maintenance	1,100				
01-25-218-200-222	Building Maintenance	234				
01-25-218-200-223	Small Equipment	145				
01-25-218-200-243	Training/Fire Prevention	3,000				
01-25-218-300-301	Fuels (including propane)	2,700				
01-25-218-300-320	Miscellaneous Supplies	116	15,142	385,806	19,290	3.92%
01-25-224-100-213	PT Fire Marshalls	17,900	17,900	335,129	16,756	5.34%
01-30-317-100-211	Hwy Supr,PWD,DepPWD	62,000				
01-30-317-300-440	Storm Materials & Supplies	92,750	154,750	3,824,704	191,235	4.05%
01-45-420-150-295	EL Public Library	21,653	21,653	1,120,845	56,042	1.93%
01-45-421-110-311	P&R Maintenance	28,778				
01-45-421-110-314	P&R Maintenance OT	4,000	32,778	952,887	47,644	3.44%
	Total	291,393				
	Amount of Freeze	280,959				
	Additional Amount Needed	-10,434				