

EAST LYME BOARD OF SELECTMEN  
REGULAR MEETING OF FEBRUARY 7, 2018  
MINUTES

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

Also present were Finance Director Anna Johnson and Town Building Official Joe Smith

Mr. Nickerson called the meeting to order at 7:50 p.m. and led the Pledge of Allegiance.

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

1c. Delegations  
Mr. John Bialowans, 61 Walnut Hill Road, East Lyme expressed some concerns that he has with the temporary tower that has been constructed at the solar farm on Walnut Hill Road until the permanent tower is finished up on Darrow's Ridge.

1d. Approval of Minutes, Regular Meeting of January 17, 2018  
MOTION (1)  
Mr. Seery moved to approve the Board of Selectmen Regular Meeting Minutes of January 17, 2018, as submitted.  
Seconded by Mr. Salerno. Motion passed 6-0.

1e. Consent Calendar  
MOTION (2)  
Mr. Seery moved to approve the Consent Calendar for the meeting of February 7, 2018, in the amount of \$10,087.09.  
Seconded by Mrs. Hardy. Motion passed 6-0.

**FILED**

2. Old Business  
There was no old business.

Feb 12 2018 AT 3:30 AM/PM  
Anna Johnson  
**EAST LYME TOWN CLERK**

3aI. Approve Wage Transfers - Unaffiliated  
MOTION (3)  
DISCUSSION: Mr. Nickerson reported that this is to cover the already budgeted 2.5% wage increases for the current year, and to move it from Contingency to the individual departments. Mr. Salerno noted that they are not all exactly 2.5%, and Mr. Nickerson stated that some employees are under a STEP program. He noted that they are working toward switching to the COLA program. Mr. Seery MOVED to approve a transfer in the amount of \$47,901 from account 01-01-120-100-500 (Town Payroll Pending PR Change) to various budget line items as itemized on the attached worksheet titled, "Town of East Lyme Unaffiliated COLA increases 7/1/17 - 6/30/18 additional Funding Required and forward to the Board of Finance for their approval.  
Seconded by Mr. Salerno. Motion passed 6-0.

3aII. Approve Wage Transfers – UPSEU  
MOTION (4)  
Mr. Seery MOVED to approve a transfer in the amount of \$115,062 from account 01-01-120-100-500 (Town Payroll Pending PR Change) to various budget line items as itemized on the attached

worksheet titled, "Town of East Lyme UPSEU Contract Increases 7/1/17 - 6/30/18 additional Funding Required" and forward to the Board of Finance for their approval.  
Seconded by Mr. Salerno. Motion passed 6-0.

3aIII. Approve Wage Transfers – Police  
MOTION (5)

Mr. Seery MOVED to approve a transfer in the amount of \$20,134 from account 01-01-120-100-500 (Contingency Pending PR Change) to the following accounts: \$12,060 to account 01-25-216-100-511 (Salaries Police) and \$8,074 to account 01-25-216-100-514 (Overtime) due to the timing with the budget process and negotiating a successor agreement and forward to the Board of Finance for their approval.

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

3b. Ratify Department Transfers  
MOTION (6)

Mr. Seery MOVED to ratify departmental transfers in the amount of \$24,053.81 processed for fiscal year end June 30, 2018 and to forward to the Board of Finance for approval.

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

3c. Approve an appropriation – Field Services Building Energy Efficient Lighting  
MOTION (7)

DISCUSSION: Mr. Nickerson stated that the Public Works Director Joe Bragaw was not able to attend tonight's meeting but that he is standing by to answer any questions that the Board may have. Mr. Salerno inquired to the number of quotes received, and Mr. Bragaw stated that they are using a contractor that works directly with Eversource and is certified to perform work for Eversource on these types of projects. Mr. Dagle asked if the Town is taking an actual loan out, and Mr. Bragaw stated that there is no loan for this program. The monthly savings is estimated and the payoff for this project is then spread out over approximately 2.67 years. It was the general consensus of the Board that this is a project that needs to be completed for both the health and safety of the employees in that building as well as the financial savings after the 2.67 years.

Mr. Seery MOVED to approve a special appropriation in the amount of \$29,813.85 for the installation of energy efficient lighting at the Field Services Building at 8 Capitol Drive a budget account titled, "Energy Efficient Lighting FSB" will be established for the grant funds and conservation incentive. Revenue account 01-08-800-842 (Clean Energy Incentives) has been established for these funds.

- \$10,000 from an Eversource Bright Idea Grant (funds received)
- \$8,916.93 from Conservation Incentive \$ from Eversource
- The balance of \$10,896.92 – will be paid by the monthly savings in the related electric bill from Building Maintenance Act # 01-01-113-400-210

And forward to the Board of Finance for approval. Note: this will require a Town Meeting.

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

3d. Adopt a lease extension for Care and Share  
MOTION (8)

DISCUSSION: Mr. Nickerson stated that the original lease contained a clause for a five year extension, and the Town would like to keep them in this building as they are doing well. Mrs. Hardy inquired if they are locked into the five years, and Mr. Nickerson stated that if something were to come up that there will be room for discussion.

Mr. Seery Moved that WHEREAS, the May 29, 2012 lease between the Town of East Lyme ("Town") and Care & Share of East Lyme, Inc. ("Lessee") provides that the Lessee shall have the option to extend the term of the lease for an additional five years from June 1, 2017 to May 31, 2022; and

WHEREAS, the Lessee has advised the Town that it intended to exercise its option to extend the lease, but inadvertently failed to send a timely notice of its intention; and

WHEREAS, the Lessee has been occupying the leased premises since June 1, 2017 and has maintained the premises in good order and is using the premises for the purposes described in the lease; and

WHEREAS, in light of the foregoing circumstances the Town considers it appropriate to forego strict compliance with the terms of the lease and is willing to waive the requirement of timely notice of the option to renew;

NOW, THEREFORE, the Town hereby waives the untimely nature of the Lessee's exercise of its option to renew the lease, and affirms that said lease is in full force and effect until May 31, 2022. Seconded by Mr. Salerno. Motion passed 6-0.

3e. Discussion and possible action – Building Fees for the Schools Renovation Project

DISCUSSION: Mr. Nickerson stated that he would like to consider updating the Building Fees ordinance to allow for fees to be waived on Town projects. Mr. Salerno asked Mr. Smith to update the Board on his thoughts, and Mr. Smith advised that he anticipated approximately 3-4 hours per day to be spent by one person during the schools building project. If collected, the fees on a project this size would total approximately \$350,000. Mrs. Hardy asked if the anticipated fees for this project have been worked into the budget yet as revenue, and Mr. Smith advised that these fees were not used in devising the budget. He stated that he would not have to increase his staff for this project, but that hours would certainly increase slightly. Mr. Nickerson advised that we should review the current ordinance and any amendments and do what needs to be done to get these fees waived.

3f. Discussion and update on Tax Exemptions / Renters Rebate Program

DISCUSSION: Mr. Nickerson stated that the town participates in three such program, and he invited Finance Director Anna Johnson to clarify. Ms. Johnson reported that our Tax Assessor has a program for seniors in which they could receive a tax credit on their property taxes based on where they fall on a sliding scale. The State of Connecticut also has a similar program for renters, but it currently requires towns to fund 50% of the program; as part of the recent tax changes handed down by the State, they will no longer be funding their 50% share, leaving the burden 100% on the Town. There is a "town option" for this last program, and we do participate in that program also.

3g. Approve settlement package for Richard Morris

DISCUSSION: Mr. Nickerson announced the upcoming retirement of Dick Morris from the Town of East Lyme. Mr. Morris has served the Town primarily as Fire Marshal for just about 28 years, and has always provided outstanding service to the Town and the community. Mr. Nickerson wished Mr. Morris the long and healthy retirement that he so well deserves.

MOTION (9)

Mr. Seery MOVED to approve the General Release and Settlement Agreement between the Town of East Lyme and Richard Morris, and authorize the First Selectman to enter into said agreement.

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

3h. Approve Dispatcher Memorandum of Understanding

MOTION (10)

Mr. Seery MOVED to approve the Memorandum of Agreement between the Town of East Lyme and Dispatcher Local Union #1303-436, Council 4, AFSCME, AFL-CIO, and authorize the First Selectman to enter into said agreement.

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

3i. Schedule Budget Meetings

DISCUSSION: The following budget review meetings were scheduled:

Thursday, February 15th at 6 p.m. at Town Hall in the Upper Conference Room. Police, Animal Control, Dispatch, Emergency Management, Niantic Fire Department, Flanders Fire Department, Selectman's Review, and General Government / Miscellaneous.

Wednesday, February 21st Board of Selectman Regular Meeting. Board of Education

Wednesday, March 7th at 5 p.m. at Town Hall in the Upper Conference Room. Public Works; Highway / Sanitation – Engineering, It and Building Maintenance; Capital; Vehicle Acquisition; Parks & Recreation; Library; Commission On Aging; Historic Properties; Smith Harris House; Contingency

3j. Appointments to Boards and Commissions

MOTION (11)

Mr. Seery MOVED to appoint Bruce Brailey, 4 Mayfield Terrace, East Lyme to serve as the Assistant Town Treasurer for the Town of East Lyme with a term to expire on December 6, 2021.

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

MOTION (12)

Mr. Seery MOVED to appoint Raymond Hart, 44 Bush Hill Drive, Niantic to serve as Deputy Fire Marshal for the Town of East Lyme with a term to expire on January 6, 2020.

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

MOTION (13)

Mr. Seery MOVED to appoint Richard Morris, 9 Haigh Avenue, Niantic to serve as Deputy Fire Marshal for the Town of East Lyme with a term to commence on March 5, 2018 and expire on January 6, 2020.

DISCUSSION: Mr. Nickerson stated that this position is simply a ceremonial position which will allow Mr. Morris to continue working with and for the numerous organizations that he does which require him to hold the position of at least Deputy Fire Marshal. Based on his separation agreement as of his retirement, he cannot be an employee and paid by the Town of East Lyme.

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

3k. Sign Call – February 21, 2018 Special Town Meeting

MOTION (14)

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, February 21, 2018 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 \$29,813.85 for the installation of energy efficient lighting at the Field Services Building at 8 Capitol Drive a budget account titled, "Energy Efficient Lighting FSB" will be established for the grant funds and conservation incentive. Revenue account 01-08-800-842 (Clean Energy Incentives) has been established for these funds.

- \$10,000 from an Eversource Bright Idea Grant (funds received)
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2. To transact any other business proper to come before the meeting

Dated at East Lyme, Connecticut, this 7th day of February 2018.

EAST LYME BOARD OF SELECTMEN

Seconded by Mrs. Hardy. Motion Passed 6-0.

4. Communications
  - a. SCRRRA Tip Fees
  - b. Letter from M. Salvatore

5. Information and Reports  
There was nothing presented under Information and Reports

6a. Ex-Officio

Mr. Salerno reported that the schools renovation project is getting very close to the \$37.5 million authorized project total. They are in the process of creating a alternative list and moving certain items to that list; such as the canopies. The plan is to bid out two schools together, and then send the third school out to bid separately. There will be a pre-bid meeting on February 20<sup>th</sup> at Niantic Center School. Construction is still on target to begin right after school lets out in the summer of 2018.

Mr. Cunningham reported that the Historic Properties Commission has been working on the Demolition Delay Ordinance. They are in receipt of comments submitted by the Town Attorney and will be working on making those updates. Also in the works is the plan to relocate some of the former swing bridge cogs and gears to Cini Park to be utilized as an art display. Eventually the plan is to create a storyboard with information on the parts themselves as well as the former bridge.

6b. First Selectman's Report

Mr. Nickerson reported that we are working on a 0.0% increase budget, and Board of Education is coming in with a 2.59% increase, primarily due to contracted wage increases. Mr. Nickerson read some of his budget letter out loud and into the record, and noted that this year's budget is all about striking a balance. He noted that there are going to be some changes in the way the Parks & Recreation budget is set up. A special account will be created to collect all of their fees and in turn they will use that account to fund department expenses, and the department will run more independent from the overall budget. Mr. Nickerson stated that in regard to the Police budget, as well as all first responders' budgets, the Town will not compromise the safety of our first responders and our residents by cutting their budget. All training and equipment that is necessary will be covered in this budget. Regarding the Hazard Mitigation Plan, the Board members are reviewing the plan and are instructed to send suggested changes to be compiled and reviewed at the next meeting. Mr. Nickerson noted that only changes and corrections are being gathered at this point; no new information is to be added to the plan.

7. Public Comment  
No one from the public wished to speak.

8. Selectman's Response

Mr. Nickerson stated that regarding the comments made earlier during Delegations, he stated that nearly everything that was stated was misinformation. The temporary tower that was constructed up at the solar field on Walnut Hill Road was done to allow for better communication while the permanent tower is being built up at Darrow's Ridge. Mr. Nickerson reminded everyone that there were public meetings and info sessions held on this matter. Information regarding these meetings can be found on the Town Hall webpage under the tab for meeting minutes.

Mr. Nickerson is very concerned that rumors would be brought up at a public meeting that is televised and recorded. Rumors are not fact and can be considered slanderous, and could lead to a lawsuit against the person spreading the rumors. If anyone has questions regarding anything that is going on in Town, please do not hesitate to contact the First Selectman directly to have a conversation.

MOTION (15)

Mr. Seery moved to adjourn the January 3, 2018, regular meeting of the East Lyme Board of Selectmen at 8:37 p.m.

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

Respectfully submitted,



Sandra Anderson  
Recording Secretary