

**EAST LYME BOARD OF FINANCE
SPECIAL MEETING MINUTES
Wednesday, SEPTEMBER 18th, 2019**

Members in Attendance: William Weber, Chairman
Lisa Picarazzi, Vice-Chairperson
John Birmingham
Jason Pazzaglia
Anne Santoro

FILED

Sept 19 2019 AT 10:15 AM/PM
Karen Hulm
EAST LYME TOWN CLERK

Also In Attendance: Anna Johnson, Finance Director

Absent: Camille Alberti

A. Call Meeting to Order

Chairman Weber called this Special Meeting of the East Lyme Board of Finance to order at 7:47 PM.

B. Pledge of Allegiance

The Pledge was observed.

C. New Business

a. Amend 2019/2020 Capital Improvement Plan to include EL Town Hall BAS - \$43,225

Ms. Johnson explained the history of this item noting that it had been in the 2015/2016 CIP for \$38,500 but it did not move forward at that time. The CIP plan is always a system of prioritizing and re-prioritizing of capital projects. They have identified available LoCIP funds to do this project as the current system is no longer working properly and the parts necessary to fix it are no longer available. In order to qualify for LoCIP funds, the project must be included in our CIP.

****MOTION (1)**

Ms. Santoro moved to approve amending the 2019/2020 Capital Improvement Plan (CIP) in the amount of \$43,225 in Department 113 (Building Maintenance) for the Building Automation System (BAS) with the source of funding being LoCIP. In addition, amending Total Building Maintenance Department to \$373,225, Total government Requests to \$3,126,073, Total Town and Education Requests to \$3,466,940, Total Capital & Non-recurring fund (LoCIP) to \$488,225 and Total Funding Required to \$3,466,940.

Mr. Birmingham seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

(Note: This item requires Town Meeting Approval)

b. Special Appropriation – CNRE Fund 32 LoCIP Project – EL Town Hall BAS - \$43,225

Ms. Johnson explained that the BAS in Town Hall is over 20 years old and parts are no longer available for it. Mr. Bragaw engaged an HVAC engineer to review a quote received from NE Mechanical and to obtain two other competitive quotes. He is recommending awarding the bid to Carrier in the amount of \$43,225. There is funding available from other LoCIP projects to cover the Town Hall BAS.

****MOTION (2)**

Ms. Picarazzi moved to approve a Special Appropriation to award a contract to Carrier Company Controls in the amount of \$43,225 for the replacement of the Town Hall Building Automation System, to be funded in the LoCIP program in an account to be established titled with the State project number.

Mr. Birmingham seconded the motion.

Vote: 4 – 0 – 1. Motion passed.

Abstained: Mr. Weber

(Note: This item requires Town Meeting Approval)

D. Adjournment

Mr. Weber called for a motion to adjourn.

****MOTION (3)**

Ms. Picarazzi moved to adjourn this Special Meeting of the East Lyme Board of Finance at 8:05 PM.

Ms. Santoro seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

Respectfully submitted,

Karen Zmitruk,
Recording Secretary