

EAST LYME BOARD OF SELECTMEN
REGULAR MEETING OF SEPTEMBER 18, 2019
MINUTES

PRESENT: Mark Nickerson, Kevin Seery, Rose Ann Hardy, Marc Salerno, Paul Dagle and Dan Cunningham
ALSO PRESENT: Finance Director Anna Johnson

Mr. Nickerson called the meeting to order at 7:32 p.m. and led the Pledge of Allegiance.

FILED

1b. Additional Agenda and Consent Items
There were none.

1c. Delegations
There were none.

1d. Approval of Minutes
MOTION (1)

Mr. Seery MOVED to approve the Regular Meeting Minutes of September 4, 2019, as submitted. Seconded by Mrs. Hardy. In Favor; Mrs. Hardy and Messrs Nickerson, Seery, Salerno and Cunningham. Abstained; Mr. Dagle. Motion passed 5-0-1.

1e. Consent Calendar
MOTION (2)

Mr. Seery MOVED to approve the Consent Calendar for the meeting of September 18, 2019, in the amount of \$5,772.33. Seconded by Mr. Salerno. Motion passed 6-0.

2a. Amend 2019/20 CIP to Include EL Town Hall BAS

DISCUSSION: Mr. Nickerson stated that this equipment has been on the Board's radar and on the Capital Improvement Plan (CIP) since the 2015/2016 fiscal year, but has continued to be put on the back burner. He reminded everyone that the CIP list is always being re-prioritized. The HVAC, or building automation system (BAS), at Town Hall has experienced a major failure and currently there is a dire humidity issue within the building. This system needs to be replaced right away to correct the current humidity problem, as well as to provide heat come winter.

MOTION (3)

Mr. Seery MOVED to approve amending the 2019/20 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 Town Government Requests to \$3,126,073, Total Town and Education Requests to \$3,466,940, Total Capital & Nonrecurring Fund (LoCIP) to \$488,225 and Total Funding Required to \$3,466,940 and forward to the Board of Finance for approval. This requires a Town Meeting. Seconded by Mr. Salerno. Motion passed 6-0.

2b. Special Appropriation – Town Hall HVAC

DISCUSSION: Mr. Nickerson stated that we need to move on this quickly, and that the Board of Finance will be having a special meeting tonight also to discuss and hopefully approve this matter also so that it can

September 26 20 19 AT 12:51 AM/PM
Bridgette Horan ATE
EAST LYME TOWN CLERK

go to Town Meeting on October 2nd. He read a report by Mr. Joe Bragaw, Director of Public Works, as follows:

The existing Building Automation System (BAS) in Town Hall is over 20 years old and needs to be replaced. This system controls all the heating, cooling and ventilation at Town Hall. On the 10 year facilities plan that I submitted in last year's budget, I had indicated that I wanted to replace this system along with the air handlers at town hall in next year's 20-21 town budget. Unfortunately, the BAS now has a faulty controller that can't be fixed as there are no longer parts available so the upper level is on bypass and is struggling to keep up with the building needs. Because of this, we are struggling to control the humidity in the building. I have now purchased around \$1,000 worth of dehumidifiers to try to address the situation in the immediate future but we need to move on this before the winter heating system comes. The original price I received to replace the BAS was \$49.95k from our preventative maintenance service contractor NE Mech. As soon as I found out about this, I hired an HVAC engineer to review NE Mechanical's quote and to put together a quick bid specification so I could get two other competitive quotes that were comparing apples to apples. I just received the quotes on Friday, September 6, 2019. I shared them immediately with Anna Johnson and Mark Nickerson and Anna provided an update on this at last week's BOF meeting on September 11, 2019. My HVAC engineer said that all three companies were reputable and should be able to do the job and that there are no proprietary parts that were specified.

Therefore, I am recommending that we move forward with awarding this bid to Carrier Company Controls in the amount of \$43,225. Carrier has indicated that the parts should only take about a week to deliver and it will be about a 2-3 week install. If approved at the BOF and town meeting on 10/2/19, I believe we should get the system completely installed before the heating season kicks in later in October. As for funding the \$43,225, we were able to save over \$51,000 in LoCIP funds when we went out to bid for the replacement of the ELCC cooling tower two years ago so there should be money in our available LoCIP funds to cover the Town Hall BAS.

MOTION (4)

Mr. Seery 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 and forward to the Board of Finance for approval. This requires a Town Meeting.
Seconded by Mr. Cunningham. Motion passed 6-0.

2c. Presentation – Conservation Commission - Sustainability

DISCUSSION: Mrs. Hardy reported that this presentation will take place at the next regular meeting of the Board on October 2nd.

2d. Schedule Town Meeting for October 2, 2019

DISCUSSION:

MOTION (5)

Mr. Seery MOVED to change the word "above" to "below" in Item #2 of the town meeting call; and also to add the sentence, "This appropriation is for five (5) EOC laptops with software and wireless presenter for Command Staff, one (1) EOC Monitor Command Staff Share Center, two (2) EOC Network Failure Routers, and multiple traffic signs for evacuations".

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

MOTION (6)

Mr. Seery MOVED the following call, as amended:

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, October 2, 2019 at 7:00 P.M. (ET) in the Upper Meeting Room at East Lyme Town Hall for the following purposes:

1. To approve a special appropriation in the amount of \$15,742.00 from the CNRE Fund 32 account number 32-60-120-100-002 (Proceeds from the Sale of Vehicles) to an account to be established titled, "2019 PWD Equipment".
2. To approve a special appropriation in the amount of \$20,311.36 approved by DEMHS to revenue account 01-04-400-401 (NSEP Grants) and budget account 01-70-725-224-006 (NSEP Equipment), to cover the cost of purchasing the below listed equipment for the EOC.
This appropriation is for five (5) EOC laptops with software and wireless presenter for Command Staff, one (1) EOC Monitor Command Staff Share Center, two (2) EOC Network Failure Routers, and multiple traffic signs for evacuations.
3. To approve amending the 2019/20 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 Town Government Requests to \$3,126,073, Total Town and Education Requests to \$3,466,940, Total Capital & Nonrecurring Fund (LoCIP) to \$488,225 and Total Funding Required to \$3,466,940.
4. 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.
5. To amend a special appropriation in CNRE Fund 32 to account 32-99-400-700-701 (BoE Vehicles) from \$25,000 to \$18,000 with the source of funds as follows: \$2,949 from BoE vehicle sales and \$15,051 from Learn Rental Fees. This amends the motion approved at the August 7, 2019 Town Meeting.
6. To transact any other business proper to come before the meeting.

Dated at East Lyme, Connecticut, this 18th day of September, 2019.

EAST LYME BOARD OF SELECTMEN

Mark Nickerson, Kevin Seery, Marc Salerno, Rose Ann Hardy, Daniel Cunningham, Paul Dagle
Seconded by Mr. Salerno. Motion passed 6-0.

3a. Ex-Officio Reports

Mr. Seery reported on the Parks and Recreation Commission meeting. The fall programs are underway, including the after school programs. The I Can Bike program was a success again this year. The Miracle League has exceeded its \$500K fundraising goal, and they still have a couple of big events scheduled this year; they expect to break ground on this project in early 2020. He reported that the newly formed Enterprise Fund took in \$12,000 more than was expended, receiving \$10,000 on July 4th alone. The goal is to maintain an average balance as best as possible as some years won't be as good as others; it all depends on the weather. Two anticipated purchases from this fund will be a new raft for McCook's, as well as a new tent for the pavilion area. Mr. Seery reported that the Parks and Recreation Department received a thank you letter from a resident who was able to swim in the ocean for the first time using the handicap wheelchairs that we provide down at Hole in the Wall beach; what a great service we are providing to our community by offering these chairs.

Mrs. Hardy reported that Ms. Heller had a conflict for tonight's sustainability presentation, but will be here at the next meeting to give the presentation then. Mrs. Hardy stated that information will be sent

out in advance of the meeting to give the Board some time to review the content. The program is going well, a grant has been applied for, and the Town is ahead of the game and has accumulated more points than necessary in the program. Regarding the Zoning meeting, the proposed short wave radio tower was once again denied by tie vote. Those for the tower feel it is needed and would not be visible; those against the tower feel it will be detrimental to both residents and property values. She reported that members of the Natural Resources Commission will be attending an upcoming Aquifer Protection Commission meeting, and then they would like to present to the Board of Selectmen next. Mrs. Hardy will announce when this presentation will be made to the Board of Selectman at an upcoming meeting; and there is also an option for Board Members to go to the Aquifer Protection Commission meeting on their own, since it is a public meeting. Mrs. Hardy reported that the Town is running out of space at our cemeteries, and it is the Board of Selectmen's responsibility to provide land for adding a cemetery. The current cemeteries only have space for cremations, unless of course you already have a plot or plots reserved then that space is available. It was decided that the Board would hear a presentation on this matter at the October 16th regular meeting, and discuss taking a possible tour of the Town's many cemeteries. She also noted that historically the budget for maintaining the Town's cemeteries has been \$2,500 annually, but this past year it was reduced to \$1,500. She would like to see this go back up to \$2,500 during the next budget discussions.

Mr. Salerno reported that the Library has decided that it is able to re-open on Sunday's, and we start that new schedule change soon. They are working on replacing the rugs and hope to have that project complete soon. He announced that David Jacobs has replaced Holly Cheeseman as the President of the East Lyme Public Library Board of Trustees, and Larry Fitzgerald is now the Vice President. The Town Building Committee is meeting on September 19th.

Mr. Cunningham reported that the Brookside Farm Museum is hosting a Family Fun Day on Columbus Day, October 14th from 11am until 1pm.

Mr. Dagle reported that regarding the Public Safety Building Vision Committee, the architect has completed the needs assessment and has provided two options for the Committee's consideration. The Committee will meet next week to review the options and decide on next steps.

3b. First Selectman's Report

Mr. Nickerson reported that an East Lyme resident was diagnosed with EEE and unofficially another in Old Lyme so please take personal precautions; i.e. wear long pants and sleeves, use DEET, restrict outside activity between dusk and dawn, and make sure to empty any standing water that may be around. The Board of Education made the decision to end daily sports at 5:30 p.m. to get all of the kids off of the fields before dusk. He is meeting weekly with the health district, the CDC and neighboring municipalities to keep on top of the situation. As of right now there is no plan to spray.

He reported that construction continues in the exit 74 area, and during some periods of time there will be two lanes closed this week. The police are on site and traffic has been moving smoothly despite the changing traffic patterns.

In the upcoming week he has meetings for Council of Governments (COG), Southeastern Authority of Traffic (SEAT), as well as for the 2020 Census up at Eastern CT State University. He stated that he would be bringing more information to upcoming Board of Selectmen's meetings as it will be their responsibility to oversee the process.

Mr. Nickerson reported that SEAT renewed their local contract, and is looking into the use of micro transit in our area instead of the large busses. He stated that this should be the final week of official construction at the three schools, with the ribbon cutting and cake being held at Lillie B. Haynes School on Thursday at 4:45 p.m. He reminisced about the initial discussions to replace schools eight years ago, and what an accomplishment to be here today and have the project of renovating the schools come to successful completion. He reported on the Historic Commission and the recent fun and educational Revolutionary War Encampment. He stated that the weather this past weekend was perfect for this function, and that the

town was full of residents out and about enjoying the weather and the reduced congestion now that the summer season has passed.

Mrs. Hardy stated that she has noticed and several residents have inquired as to the number of police officers at each of the construction areas around town. Mr. Nickerson confirmed that the salaries of these officers are being paid for by the contractor or the State, depending on which project. These shifts are voluntary for our officers, and when we cannot fill a shift, the State Police send a Trooper. Mrs. Hardy expressed concern in the officers being overworked, even though she knows the time is voluntary. Specifically regarding the aquifer, Mrs. Hardy inquired as to whether or not the Town submitted a letter to the DEEP regarding spill mitigation for the gateway and Costco projects, and Mr. Nickerson confirmed that they had indeed sent and the state received the letter regarding spill mitigation. The last public meeting that the State held a couple of months ago at the Middle School, it was discussed that well before they get to the point that they are crossing the aquifer that mitigation plan will be presented and in place. Mrs. Hardy stated that she has noticed a couple of barriers being set up already, and Mr. Nickerson stated that those protections go along with a separate project, not the major DOT project which will require the detailed spill mitigation plan. The current work being done is all Costco work satisfying the DOT's requirements for acceleration and deceleration lanes and such. Lastly, Mrs. Hardy noted that the Town has had some attrition in the past months and requested an updated roster of employees at the next meeting, which Mr. Nickerson stated he would provide.

4. Public Comment

Mr. Jason Pazzaglia, 21 Darrows Ridge Road, East Lyme, addressed the Board and stated that he has historically had a good working relationship with the Building Department as well as LLHD. Over the past couple of years, however, he reports that although the customer service and turnaround time remains acceptable at the Town level, he has been experiencing long turnaround times with LLHD. He requested that the Board review the process and see if the ~30 day turnaround time can be brought down to a more reasonable two week period.

5. Selectmen's Response

There was none.

MOTION (7)

Mr. Salerno MOVED to adjourn the September 18, 2019, regular meeting of the East Lyme Board of Selectmen at 8:27 p.m.

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

Respectfully submitted,



Sandra Anderson
Recording Secretary