

EAST LYME BOARD OF SELECTMEN  
REGULAR MEETING OF DECEMBER 2, 2020  
Via ZOOM (Details Below)  
7:30 PM

AGENDA

1.
  - a) Call Meeting to Order
  - b) Additional Agenda & Consent Calendar Items
  - c) Delegations
  - d) Approval of Minutes - Regular Meeting of November 18, 2020
  - e) Consent Calendar
2. New Business
  - a) Authorize Transfer from CNRE - \$19,118 - Communications Tower
  - b) Appointment to Board/Commission - Inland Wetlands Agency
  - c) Approve 2021 Meeting Schedule
3. Communications
4.
  - a) Ex-Officio Reports
  - b) First Selectman's Report
5. Public Comment
6. Selectman's Response
7. Adjourn

FILED

Nov 25, 2020 AT 2:24 AM/PM  
*Bruce Foreman* ATC  
EAST LYME TOWN CLERK

\*\*\*\*\*

East Lyme is inviting you to a scheduled Zoom meeting

Topic: EL Selectman Regular Meeting

Time: Dec 2, 2020 07:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89516862005?pwd=K092blU5eUpnTXViYmdrWEhyN3VJdz09>

Meeting ID: 895 1686 2005

Passcode: 06537

Dial by your location

+1 646 558 8656 US (New York)

Find your local number: <https://us02web.zoom.us/j/kenc0UuF7w>

EAST LYME BOARD OF SELECTMEN  
REGULAR MEETING OF NOVEMBER 18, 2020  
MINUTES

This meeting was held via Zoom online meeting services and was available for the public to view, listen and participate via videoconference and dial-in options.

This meeting, in its entirety, is available to view by visiting the East Lyme Town Hall webpage.

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

First Selectman Nickerson called the meeting to order at 7:31 p.m. and led the Pledge of Allegiance.

1b. Additional Agenda & Consent Calendar Items

**MOTION (1)**

Mr. Seery MOVED to add agenda item #7a to enter into executive session for the purpose of discussing real estate and personnel matters.

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

1c. Delegations

Mr. Joe Mingo, 397 Boston Post Road, East Lyme, wished the Board of Selectmen and everyone listening a safe and Happy Thanksgiving.

Mr. Irvine Steel, 23 Rose Lane, East Lyme, expressed dissatisfaction with the First Selectman.

1d. Approval of Minutes

**MOTION (2)**

Mr. Seery MOVED to approve the Regular Meeting Minutes of November 4, 2020, as submitted.

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

1e. Consent Calendar

**MOTION (3)**

Mr. Seery MOVED to approve the Consent Calendar for the meeting of November 18, 2020, in the amount of \$4.96.

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

2a. Expenditure from Parahus Account – Senior Center Bus

**MOTION (4)**

DISCUSSION: Ms. Wilson explained that the Senior Center applied for and received a grant to purchase a new vehicle through the F.T.A. 5310 Grant program. The vehicle is a 12 passenger, 2 wheelchair accessible vehicle which will replace a 2009 similar vehicle currently in operation. This was approved by the Board of Selectmen on October 2, 2019; approved by the Board of Finance on October 9, 2019; and then at Town Meeting on November 6, 2019. At all meetings it is noted in the minutes that the difference would be covered by the Parahus Account. "COA DOT 5310 Bus" as follows: \$55,200 from the Connecticut Department of Transportation 5310 Grant and to transfer the town's share in the amount of \$13,800 from Fund 32 account number 32-70-300-500-100 (Town Project Allocations). At the October 13, 2020, Commission on Aging meeting, the Board approved the expenditure of \$7,971 from the Parahus Account to make up the difference between the final price of the vehicle (\$76,971) and the amount approved by the Board of Selectmen and the Board of Finance.

FILED

Nov 24, 2020 AT 8:41 AM/PM  
*Breake Stevens* ATC  
EAST LYME TOWN CLERK

Board of Selectmen Regular Meeting  
November 18, 2020  
1 of 3



Mr. Seery MOVED to authorize the use of \$7,971 from the Parahus account for the difference between the final cost of \$76,971 and the previously authorized amount of \$69,000 of new Senior Center vehicle. Seconded by Mr. Salerno. Motion passed 6-0.

2b. Appointment to a Board/Commission – Inland Wetlands Commission

**MOTION (5)**

DISCUSSION: Mr. Nickerson reported that there was a resignation on the Inland Wetlands Agency, and that an alternate, Doreen Rhein, has expressed interest in moving into that open position. Mr. Cunningham noted that Jason Deeble had also expressed interest in moving out of an alternate position should another vacancy become available. Mr. Nickerson explained this will leave an opening for an alternate on this commission, and that we should address this opening at the next meeting in order to give all applicants a chance to submit their information.

Mr. Seery MOVED to appoint Doreen Rhein, 5 Irvingdell Place, East Lyme, as a member of the Inland Wetlands Agency with a term to expire on January 8, 2024. Ms. Rhein is currently an alternate member of the IWA.

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

3a. Cini Park Fishing Dock Leases

**MOTION (6)**

DISCUSSION: Mr. Salerno reported that the subcommittee met last week and devised a set of criteria that the Board will use to assist in reviewing the applications choosing the final lessees. Mr. Nickerson stated that there is a good chance that the fourth dock will not be released back to the town by the DOT because they do not like having the dock sit directly underneath the bridge. He stated that there may be room for negotiations with the State and other options to consider, such as creating more transient dock area, but that is something that they will have to look into further. The Board reviewed the selection criteria, voted on the final application form, and instructed the Selectmen's assistant to send out the application to the list of interested parties and advertise the openings to the public. Applications can be requested by calling the First Selectman's office at 860-691-4110, by email at [sanderson@eltownhall.com](mailto:sanderson@eltownhall.com), or stop in Monday-Friday from 8am until 4pm to pick up a hard copy. Applications must be received in the First Selectman's office by 4:00 p.m. on Friday, December 4, 2020. Mr. Seery MOVED to accept the selection criteria as presented by the Subcommittee and amended by the Board.

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

4. Communications

There were none.

5a. Ex-Officio Reports

Mr. Seery reported that the Parks & Recreation Commission met and started working on their 2021/22 budget. He announced that Carol Rossiter will be retiring on June 30, 2021.

Mr. Dagle reported that the Town Building Committee held their kick-off meeting with Noble Construction, and he stated that construction has begun at the public safety building and that things are going smooth. They anticipate a mid to end of June completion of this project. Mr. Dagle reported that the East Lyme Harbor Management and Shellfish Commission has been working on the boundary dispute with Waterford, and he thanked Mr. Nickerson for working with Waterford's First Selectman during these discussions. He stated that they are looking for a place to store the boat for the winter where they will have quick access to it, preferably indoors. Regarding the Inland Wetlands Commission, he reported that they voted to increase the regulations to 300 feet from 100 feet, which is less than the 500-foot setback that was originally proposed. He reported that the public hearing for the Harvest Christian Fellowship project was continued to gather information from the opposing adjacent property owners.

Mr. Salerno reported that the Library has been working on their budget and are looking at about a 2% increase in their budget for the upcoming year. The Planning Commission passed the POCD at their last meeting, and also continued a couple of items related to subdivisions.

5b. First Selectman's Report

Mr. Nickerson reported that the porch project at the Brookside Farm Museum is complete. The annual Holiday Stroll downtown will take place this year on Saturday, November 30<sup>th</sup> from 11am until 7pm; come downtown to enjoy a day full of socially distanced activities including caroling, food trucks and lots of holiday cheer. On Saturday, December 12<sup>th</sup> from 5pm until 8pm the annual light parade will happen at McCook's Point Park; this year the spectators will drive through and enjoy the floats which will be parked. Thank you to the Parks and Recreation Department for modifying this event to make it work during the pandemic.

6. Public Comment

Mr. Kyle Douton, J&B Tackle Company, addressed the Board and thanked them for accepting applications and working on new criteria for the rental of the available docks. He suggested that if the DOT does not allow the fourth dock under the bridge, the Town might consider making this a transient area for loading and unloading.

7. Selectman's Response

Mr. Nickerson thanked Mr. Douton for his suggestion on creating a transient area on the docks, and he stated that they are looking into this. He noted that the town currently does allow for transient on and off loading, but that if the dock is permanently removed from service we will look into a more permanent solution.

7a. Executive Session

**MOTION (7)**

Mr. Seery MOVED to enter into executive session at 8:23 p.m. for the purpose of discussing real estate matters and personnel matters.

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

**MOTION (8)**

Mr. Seery MOVED to exit executive session at 9:14 p.m., and he stated that no formal votes were taken.

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

**MOTION (9)**

Mr. Seery MOVED to adjourn the November 18, 2020, regular meeting of the East Lyme Board of Selectmen at 9:15 p.m.

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

Respectfully Submitted By:



Sandra Anderson  
Recording Secretary





**Request for Board of Selectmen Action**

**TO:** Board of Selectmen  
**FROM:** Chief Michael Finkelstein  
**DATE:** November 23, 2020  
**SUBJECT:** Radio Tower Infrastructure

**Summary of Agenda Item:**

In May 2017 the Town of East Lyme entered into an agreement with Marcus Communication to erect a communications tower on Town land located off Mostowy Rd. This agreement, negotiated by Former Fire Marshal Richard Morris, provides the Town with the use of tower space to enhance radio communications for all Town agencies. To accomplish this the Town is required to provide equipment to be housed on the tower. As this delayed project nears its completion, a quote has been obtained for the cost to provide that equipment which results in this request. This quote provides equipment, installation and technical set up.

**NOTE:**

|                                    |              |
|------------------------------------|--------------|
| Balance account: 32-70-300-500-999 | \$111,211.66 |
| Less: This request                 | (19,118)     |
| Remaining Balance:                 | \$ 92,093.66 |

**Action Needed:**

Move to appropriate and transfer \$19,118 from CNRE fund 32 account 32-70-300-500-999 (Town-wide Projects) to an account to be established titled, Radio Tower Infrastructure and forward to the Board of Finance for approval.

This resolution is passed under the guidance of Executive Order 7S with no town meeting and being less than 10% of the current budget.

**Attachments:**

Quote from Utility Communications

**Prepared By:** Chief Michael Finkelstein  
Anna M. Johnson, Director of Finance

# UTILITY COMMUNICATIONS, INC.

920 Sherman Ave. Hamden, CT 06514  
Phone 201-287-1306 FAX 203-248-9167

Date: 11/25/2020

Job Description: Solar Field to Mostaway Rd Move

Company: Town of East Lyme Police Department

To: Chief Michael T Finkelstein

Phone: 860-739-5900

Email: mfinkelstein@eastlymepolice.org

## Equipment and Parts

|     |  |    |          |                    |                    |
|-----|--|----|----------|--------------------|--------------------|
| 1   | 138 – 174 MHz exposed dipole array antenna   | \$ | 1,617.73 | \$                 | 1,617.73           |
| 1   | 2" Nom. Schedule 80 Aluminum Pipe 6061-T6-Extruded 240"                                      | \$ | 239.65   | \$                 | 239.65             |
| 1   | 138 – 174 MHz 2 bay exposed dipole array   | \$ | 955.31   | \$                 | 955.31             |
| 1   | 2" Nom. Schedule 80 Aluminum Pipe 6061-T6-Extruded 96"                                       | \$ | 111.71   | \$                 | 111.71             |
| 250 | 7/8" Foam CELLFLEX Cable   | \$ | 2.68     | \$                 | 669.93             |
| 4   | N Male connector for LDF5-50, 7/8 in foam Heliac cable                                       | \$ | 35.71    | \$                 | 142.85             |
| 50  | LDF4-50A 1/2" Heliac Cable   | \$ | 1.66     | \$                 | 83.19              |
| 2   | L4TNF-PSA 1/2" N-Female Connector Tri Metal Positive Stop                                    | \$ | 22.21    | \$                 | 44.42              |
| 2   | L4TNF-PSA 1/2" N-Male Connector Tri Metal Positive Stop                                      | \$ | 22.12    | \$                 | 44.25              |
| 2   | Motorola PTP clad cable 100 m reel (328 ft) copper clad armored cable for PTP                | \$ | 452.63   | \$                 | 905.26             |
| 2   | 300 / 500 / 600 series radios  | \$ |          |                    |                    |
| 2   | 66.5" x 19" Open Rack with Chassis Base, Black   | \$ | 276.33   | \$                 | 552.65             |
| 6   | BUD INDUSTRIES' SA-1749-RB open rack ventilated shelf for 19 in racks, load rating of 150 lb | \$ | 58.66    | \$                 | 351.97             |
| 1   | Miscellaneous grounding hardware   | \$ | 190.50   | \$                 | 190.50             |
|     |  |    |          | <b>Total Parts</b> | <b>\$ 5,909.40</b> |

## Professional Services

|   |               |  |    |                           |           |                 |
|---|---------------|--|----|---------------------------|-----------|-----------------|
| 1 | Marcus        | Move Microwave from Solar Field to Mostaway Tower Move Microwave from Boston Post Rd Water Tank to 171 Boston Post Rd Tower. | \$ | 3,888.00                  | \$        | 3,888.00        |
| 1 | Star Computer | Network Services Programming and Setup of Equipment  | \$ | 3,800.00                  | \$        | 3,800.00        |
|   |               |  |    | <b>Total Professional</b> | <b>\$</b> | <b>7,688.00</b> |

## Utility Communications System Installation Services

|   |              |   |  |  |                           |                    |
|---|--------------|---|--|--|---------------------------|--------------------|
| 1 | Utility Comm | Move equipment from Solar Field to Mostaway Rd Location Install in new shelter. Reprogram Equipment for the New Locations |  |  | <b>UCI Total Services</b> | <b>\$ 5,520.00</b> |
|---|--------------|---|--|--|---------------------------|--------------------|

**Total Project \$ 19,117.40**

**Scope:** Move equipment from the Solar Site to Mostaway Rd site including the Microwave Hop from Boston Post Rd to the EOC tower.

**Notes:**

**Quote Valid: 30 Days**

**Terms: Net 10 Days**

**Prepared by: Brooks Gianakos**

**Phone: 203-815-4243**

**Taxes: Tax (if applicable) is not included.**

**Exceptions: Products affected by duties, taxes, tariffs and other fees subject to change at any time.**



interested in: IWA Alternate position

R

Marjorie Meekhoff, 6 Cedar Ridge Road, East Lyme. Resident since 1979.

Community involvement-

Flanders Elementary School; PTA, Director of Assembly Programs, Director of After School Activities Program.

Liturgical Assistant at St. John's Episcopal Church.

Board of Directors member of ESL of Greater New London County

ESL coordinator for the Inter-Faith Refugee Committee

East Lyme Public Library Board member

Founder and President of Pollinator Pathway East Lyme, Inc. a non-profit organization that provides information through public interaction, including but not limited to workshops and public lectures, on the need for and threats to pollinating insects and actions taken to support sustained growth of the pollinator population. Also providing assistance in establishing new habitats for pollinating insects on public and private land and expanding existing ones.

Education-Skidmore College, Drama Therapy, UConn Graduate School of Human Development and Family Relations, UConn School Agriculture Master Gardener

Career- Drama Therapist, Consultant for the Department of Corrections. Landscape Designer and Consultant. Nature writer for The Day newspaper. Nature lecturer for public and private events.

Cell Phone (860) 912-9287

Board of  
Selectmen

DEC 02 20

Agenda Item  
# 26



# Town of

Mark C. Nickerson  
First Selectman  
MNickerson@eltownhall.com



# East Lyme

108 Pennsylvania Ave.  
P.O. Box 519  
Niantic, Connecticut 06357  
Phone (860) 691-4110  
Fax (860) 739-2851

TO: East Lyme Town Clerk  
FROM: Mark C. Nickerson, First Selectman  
DATE: December 3, 2020  
RE: East Lyme Board of Selectmen - Regular Meeting Schedule for 2021

Meetings are held in the Upper Meeting Room at East Lyme Town Hall on the first and third Wednesday of the month and will commence at 7:30 p.m., unless otherwise noted on the agenda. During the summer months of July and August, there will only be one meeting to be held on the first Wednesday of the month.

January 6<sup>th</sup>  
January 20<sup>th</sup>

**Board of  
Selectmen**

February 3<sup>rd</sup>  
February 17<sup>th</sup>

**DEC 02 20**

**Agenda Item  
# 2c**

March 3<sup>rd</sup>  
March 17<sup>th</sup>

April 7<sup>th</sup>  
April 21<sup>st</sup>

May 5<sup>th</sup>  
May 19<sup>th</sup>

June 2<sup>nd</sup>  
June 16<sup>th</sup>

July 7<sup>th</sup>

August 4<sup>th</sup>

September 1<sup>st</sup>  
September 15<sup>th</sup>

October 6<sup>th</sup>  
October 20<sup>th</sup>

November 3<sup>rd</sup>  
November 17<sup>th</sup>

December 1<sup>st</sup>  
December 15<sup>th</sup>

To: Boards and Commissions  
From: East Lyme Town Clerk, Karen Miller Galbo  
Date: October 28, 2020  
RE: Meeting Information

*According to Connecticut General Statutes, Section 1-225, the Chairman of each Board and Commission is required to file a schedule of Regular Meetings for the ensuing year with the Town Clerk's Office. Schedules should be filed no later than January 31<sup>st</sup> of each year. However, no meeting of any Board or Commission shall be held sooner than thirty days after such schedule has been filed. Therefore, it is recommended that schedules be filed no later than December 31<sup>st</sup>.*

*Each Board and Commission is required to make available its Agenda for each Regular Meeting at least twenty four hours before the meeting to which it refers. This Agenda is required to be filed with the Town Clerk. Minutes for each meeting are required to be made available to the public in the Town Clerk's Office within seven days, excluding weekends and holidays.*

*The vote of each member upon any Motion is required to be put down in writing and made available to the public within forty eight hours, excluding weekends and holidays.*

**Please Note The Following Important Information:**

- When a Member resigns from a Board, Commission, Agency, or Committee they must provide a letter of resignation to the Town Clerk, with an effective date of resignation stated in that letter.
- When a New Member is appointed to a Board, Commission, Agency, or Committee the Town Clerk's Office must be notified. The new members must also be advised to come into the Town Clerk's Office to be sworn in. A Member cannot vote at any meeting until they have been sworn in. We need to know about the new appointment prior to that member coming to us for swearing in. Often times the new members come in the following day and we have not been notified that they have been appointed. We need confirmation of their appointment prior to swearing them in.
- If a meeting is scheduled by a Board, Commission, Agency, or Committee and that meeting is not on the Schedule of Meetings that was provided to the Town Clerk's Office at the beginning of the year the newly scheduled meeting is called a Special Meeting. No other business may be undertaken at a special meeting except that stated on the Agenda.
- **\*\*Due to COVID there are no meetings taking place at the Town Hall. However, we would like to have the room reserved for when meetings do begin taking place. Therefore, when you do your schedule of meetings for the year, please state what the location of the meeting will be, if you were to be meeting in person, that way the rooms will be reserved. Then the Agenda should state the location of the meeting or if it is Zoom. If it is by Zoom the "live" link to the Zoom meeting, along with the Zoom meeting information should be on the agenda.**