

EAST LYME BOARD OF FINANCE REGULAR MEETING

Regular Meeting, March 9, 2022. 7:00 PM

East Lyme Town Hall

CHAIRMAN: Denise Hall

VICE CHAIRMAN: John Birmingham

FINANCE DIRECTOR: Anna Johnson

RECORDING SECRETARY: Sue Spang

Present: John Birmingham, Peter DeRosa, Lauren McNamara, Paul Maxfield, Richard Steel

Absent: Denise Hall

Also, Present: Kevin Seery, First Selectman, Anna Johnson, Finance Director

I. CALL TO ORDER 7:00

II. PLEDGE of ALLEGIANCE-the pledge was recited

III. CALL FOR PUBLIC DELEGATIONS-none

IV. APPROVAL OF MINUTES

a. Regular Meeting-February 9, 2022

MOTION: (Maxfield/DeRosa) to approve the regular meeting minutes of February 9, 2022. Vote: APPROVED unanimously.

V. REPORTS

a. Board of Education

Annaliese Spaziano, Assistant Superintendent of East Lyme Schools, updated the Board on the optional mask policy the district adopted. She stated it will be good to get back to a more normal graduation, prom, and field trips.

A. Spaziano said the Board of Education is working on revising some of their policies that are no longer relevant or need to be revised to meet current statutes.

She reported they are excited about the new partnership with Youth Services.

b. First Selectman

First Selectman, Kevin Seery, informed the Board that a meeting was held with the local health districts concerning mask mandates and it was determined that masks would be optional. He was informed at the meeting the health districts are no longer measuring daily positive cases as an indicator of how prevalent the virus is in the community due to in home testing; instead they will be using hospitalizations as a gauge.

He is having conversations with Amtrak concerning the fence and they have been responsive to his calls and concerns. The installation of the fence has been delayed until Fall.

K. Seery said there was good press exposure for the building project at 185 Main Street and all the million dollars plus condos have deposits. The builders expect the project to be done by July 4, 2022.

The newly opened Public Safety Building is now housing prisoners and the Waterford facility is no longer needed. The two new police officers have completed training and are now on their own.

The tax sale that was planned for April 21, 2022, has resulted in several people coming forward to pay delinquent taxes amounting to several hundred thousand dollars that was not anticipated. The Gateway complex was sold and the town received the conveyance tax of \$352,000.

K. Seery reported on the extensive rerouting of traffic on RT 161, I 95 in 2023.

FILED

March 10 2022 AT 3:25 AM/PM
[Signature]
EAST LYME TOWN CLERK

It is restaurant week in East Lyme and the First Selectman encouraged all to participate.

There was an official unveiling of the dedication of the pool in honor of Tim Hagen.

The Boys Basketball team won the ECC Championship for the first time since 2003.

The Cheerleaders also won the ECC competition.

K. Seery received information on the Infrastructure and Jobs Act, and he will be looking at it for possible grants for East Lyme.

c. Director of Finance- Anna Johnson

A. Johnson informed the Board that the auditors will begin their field work on March 28, 2022.

She reviewed the revenue and expenditure reports.

A. Johnson discussed the unassigned fund balance and asked them to consider how they would apply the excess funds if it exceeded the recommended 15% level.

She said some revenue targets may not be realized for specific reasons but will be offset by windfalls in this fiscal year.

The Board would like to get the fund balance locked in.

A vehicle maintenance question will be investigated by A. Johnson.

They asked if the management letter items have been addressed and suggested that it be an agenda item for their monthly meetings.

P. Maxfield suggested that if there were enough funds in the unassigned fund balance, they might want to consider the internal service discussed at a previous meeting.

VIII. NEW BUSINESS

a. Special Appropriation and Transfer Waterford Lock-up; \$27, 534, Contingency

K. Seery explained that it was expected the Public Safety Building would be completed and ready to be moved into by August 1, 2021, and the Waterford Lock-up would not be needed. Because they were not able to move into the new building until recently and the funding was not in the budget for costs beyond August the town owes Waterford for the monthly rental of the lock which amounts to \$8658.00 a month, for a total of \$27, 534.

MOTION: (Mayfield/Steel) move to approve a special appropriation and transfer in the amount of \$27, 534 from account #01-01-120-200-500 (Contingency) to account # 01-25-216-200-201 (Facility Rental) VOTE: APPROVED unanimously.

b. Special Appropriation and Transfer- \$38,000 NFD Overtime, Contingency

The overtime can be attributed to lack of part time help, snowstorms, the large fire at the midway mall and Covid issues

Chief Barone agreed with the assessment of the overtime need and stated that when there is a storm, they bring in one or two people or if there is an incident, people are called back and are paid for four hours. He said a couple of part time people needed to cover their own jobs due to Covid and others needed to fill in. J. Barone said there are a couple of guys in the line that may be able to work part time but with negotiations he is not privy to that.

MOTION: (McNamara/DeRosa) move to approve a special appropriation and transfer in the amount of \$38,000 from account #01-01-120-200-500 (Contingency) to account # 01-25-217-100-614 (Overtime-Niantic Fire Department) VOTE: APPROVED unanimously.

c. Discuss Proposed 2022/2023 Budget

K. Seery informed the members that the BOS has not had time to review the BOE budget but will be

reviewing it on March 16, 2022 and giving the BOF their comments in time for their meeting on the 21st.

He went over the following large items:

- All bargaining unit contracts are being negotiated and salaries are expected to go up so the town will be able to recruit and retain prospective employees
- Fuel and salt
- An addition IT director position
- An addition of two police officers
- An addition of two dispatchers
- An addition of one firefighter
- An addition of a part time person to help in the Town Clerk and HR office as well as a floater in other offices.

K. Seery stated there are some savings related to these positions to help offset the costs.

d. Update American Rescue Plan Ad-Hoc Committee

R. Steel stated there was \$3,800,000.00 of ARPA funds to be distributed. The committee had four criteria they used to evaluate the proposals and each member scored them from 1-10. The applicants were small business, non-profits, and town projects. Approximately \$462, 000 went to small business and non-profits and the remaining went to town projects. They are preparing a report for the BOS for their next meeting.

VII. OLD BUSINESS

a. Update American Rescue Plan Ad-Hoc Committee-Previously Discussed

VIII. PUBLIC DISCUSSION-none

IX. BOARD DISCUSSION:

R. Steel suggested using excess funds from the undesignated fund for open space. He asked about the part time, temporary HR person and the progress of the job descriptions. K. Seery stated it was an ongoing process

X. ADJOURNMENT:

MOTION: (Steel/Mayfield) to adjourn at 7:49. Vote: APPROVED Unanimously.

Respectfully Submitted,
Sue Spang,
Recording Secretary

2022 Regular Meeting dates: April 13, May 11, June 8, July 13, August 10, September 14, October 12, November 9 & December 14.

Budget Meeting Dates: March 15, March 21, March 28, April 4 and possibly April 11 and April 13.