

ARP AD HOC SUBCOMMITTEE
EAST LYME BOARD OF SELECTMEN
MARCH 31, 2022
MINUTES

PRESENT: Ann Cicchiello, Paul Maxfield, Rich Steel, Lee Edwards, Anne Santoro
EXCUSED: Aileen Cahill, Pandy Wohler; ABSENT: Rita Rivera

Ms. Santoro called the meeting to order at 5:00 p.m. and led the Pledge of Allegiance.

Agenda Item #3. Delegations

There were no delegations.

Agenda Item #4 Approval of Minutes

As to the minutes of February 24, 2022, Ms. Santoro asked members if they had reviewed these minutes and if there were any additions or corrections. The following additions and corrections were made:

Page 1:

- After first paragraph of Agenda Item #5, add "All applications were given a rating that represented the average of members' individual ratings as calculated on their small business /nonprofit evaluation worksheets."
- Paragraph 4, "at this time" should read "at approximately 6:15 p.m."
- DISCUSSION (bottom of page): First sentence should read "Ms. Santoro stated that she had been an adult student at Eastern Connecticut ballet for many years but has not had a personal or financial interest in the organization and would not be recusing herself from this discussion and vote." Second sentence—delete "also" after 'Mr. Steel'.
- MOTION (2) (bottom of page) should include Santoro in favor, and last sentence should read "Motion passed 5-0-1 (1 recusal)."

Page 2:

- Last sentence of DISCUSSION in MOTION (7) should read "The Subcommittee decided that it would recommend this request once in the nonprofit category."

Page 4:

- MOTION (21): Delete "and Steel" after "Edwards"; Last sentence should read "Motion passed 4-1-1 (1 recusal)."

Page 5:

- C&Z Properties: Add "1.6" before \$150,000 Request.
- Eastsun Properties: Add "1.9" before \$200,000 Request
- Ignatiadis Reality: Add "1.9" before \$80,000 Request
- LANLLC: Add "2.6" before \$100,000 Request

Mr. Edwards MOVED to approve the minutes of February 24, 2022 as amended. Seconded by Ms. Cicchiello. Motion passed 5-0-0.

FILED

April 1 2022 AT 3:55 AM/PM
Karen Mihellis
EAST LYME TOWN CLERK

As to the minutes of March 3, 2022, Ms. Santoro asked members if they had reviewed these minutes and if there were any additions or corrections. The following additions and corrections were made:

Page 1:

--Agenda Item 6. Chair's Update/Contingency Discussion. After last sentence (bottom of page), add "The Subcommittee further discussed the contingency issue and agreed that the contingency should total \$100,000. \$25,000 of this would be to cover legal and administrative fees necessary to distribute the Town's ARP funding, and \$75,000 of the total would cover Emergency Management pandemic related past and future expenses."

Page 2:

--Motion (2): "Back" should read "Bake"; "Motion passed 8-0" should read "Motion passed 7-0-0 (1 recusal)."

--DISCUSSION concerning Niantic Main Street: Add "on" before "state roadways"; add "The Subcommittee agreed that \$22,000 be awarded" at the beginning of the 4th sentence; "develop mural or music" at end of 4th sentence should read "develop murals and present performing artists"; "northern East Lyme" should read "East Lyme villages" in 5th sentence; "suggested" should read "recommended" in the last sentence.

--Agenda Item 8. Town Department Requests, replace first sentence with "All Town requests were given a rating that represented the average of members' individual ratings as calculated on their Town evaluation worksheets."

--Public Works—Town Air Handlers (bottom of page): Add "ARP eligible use and deemed" at the beginning of the first sentence.

Page 3:

--Public Works—Garbage Truck: Add "Discussion about pandemic related growing use of Town garbage trucks, ARP eligibility under public health response category, and condition/shortage of garbage trucks in Town" before first sentence.

--Public Works—Niantic Fire Department: Insert "Station 1--\$205,000 Request" before "21.5".

--Public Works—Clean Catch Basins: Add "Currently an ongoing public works service; not done at one time."

--Police Department—Radio Communication: Insert "(rounded up for discussion)" after "\$467,000".

--Emergency Management—Core Software: Insert "(rounded up for discussion)" after "\$13,000".

--Parks and Recreation—Mentor/Coordinator, begin the 3rd sentence with "It was suggested by Ms. Santoro and Ms. Wohler that this and the counselor position could be funded..." Last sentence should read "Everyone agreed, however, to recommend that this request be fully funded through ARP for one year."

Page 4:

--Parks and Recreation—Youth Services Counselor—delete last sentence.

--Parks and Recreation—Master Plan: Add "The Subcommittee considered this feasibility study to expand recreational activities in the north end of Town an ARP eligible use under the public health response category" before first sentence.

- Parks and Recreation—Roxbury Road Park: Add “at the South end of Town” before “was not a viable project...”
- Drop Box—Add “(rounded up for discussion)” after “\$2,700”.
- Fire Marshal—Add “(rounded up for discussion)” after “\$5,300”. Insert “The Subcommittee noted pandemic related fire safety needs as explained by the Fire Marshal in his 2/17/22 presentation.”
- Senior Center—Social Worker: Add “(rounded up for discussion)” after “\$60,000”.
- Community Center—Janitor: Add “and that departments involved need to sort out current and future service provided” after the word “funding”.

Page 5:

- Community Center—Trash Compactor: Add “\$4,000” before “3.7”.
- Library—Glass Doors: Add “(rounded up for discussion)” after “\$4,700”.
- Library—Owl Camera: Add “This item and glass doors would allow for community and Town virtual meeting capability.” after first sentence.
- Niantic Pump Station: Add “under the ARP eligible use category of water and sewer infrastructure” after the word “funded”.
- Recoating of BPR Water Tank: Add “under the ARP eligible use category of water and sewer infrastructure” after the word “funded”.
- Pattagansett Sewer Pump Station: Add “Eligible but lower department priority and ARP funds are limited” after first sentence.
- Ahead of MOTION (6): Add “Ms. Wohler tabulated the Town requests, using some rounded up values, and stated that the total was within the balance of remaining ARP funds available to appropriate.”

Ms. Cicchicello MOVED to approve the minutes of March 3, 2022 as amended. Seconded by Mr. Edwards. Motion passed 5-0-0.

As to the minutes of March 10, 2022, Ms. Santoro asked if the members had reviewed these minutes and if they had any additions or corrections. The following additions and corrections were made:

Page 1:

- Insert “EXCUSED: Pandy Wohler” following list of those present.
- In discussion following MOTION (3), project total should read “approximately \$135,000”; end of second sentence should read “grant was not approved”.

Page 2:

- End of first sentence, add “and accountability”.
- First paragraph, next to last sentence: “funds through federal programs such as the Cares Act” should read “East Lyme ARP funds”
- Agenda Item 6, first sentence of first paragraph should read “Ms. Santoro reported that she has nearly finished the report, but that she had hand written it and would make a good final editing as she was typing it before distributing it to members; she will...” Following first sentence, add “It was agreed that the Subcommittee members would suggest important edits of this final draft, as the report needed to be ready for the Board of Selectmen ahead of its March 16 meeting.”

--Agenda Item 6, second sentence of second paragraph, "the federal government" should read "the Connecticut Conference of Municipalities (CCM)"; delete "are" and insert "have gone" before "through the process" at end of sentence.

--Agenda Item 6, first sentence, "report" should read "Outline" (attached here as Exhibit 1); in last sentence, "applications" should read "Exhibits".

--Before Agenda Item 7, Adjournment: Add email documentation of action to correct computation error (attached here as Exhibit 2)

Ms. Cicchiello MOVED to approve the minutes of March 10, 2022 as amended. Seconded by Mr. Edwards. Motion passed 5-0-0.

Agenda Item #5 Chair's Update

Ms. Santoro reported that the Town's Website was updated on March 24 to inform small business and nonprofit applicants of the Subcommittee's recommendations to the Board of Selectmen made on March 16, as well as the upcoming dates of the necessary approval process—Board of Selectmen, Board of Finance, and Town Meeting. The posting (attached here as Exhibit 3) includes a link to Exhibit 9A of the Subcommittee's report (recommendations as to small businesses/nonprofits) and points out that the First Selectman's office will contact applicants following the Town Meeting.

Ms. Santoro thanked the Subcommittee members for all of their work and on this project and for their presentation to the Board of Selectmen.

Agenda Item #6 Adjournment

Ms. Cicchiello MOVED to adjourn the March 31, 2022 meeting of the ARP Ad Hoc Subcommittee of the Board of Selectmen at 6:24 p.m. Seconded by Mr. Edwards. Motion passed 5-0-0.

Respectfully Submitted By:



Anne Santoro

Chair, ARP Ad Hoc Subcommittee

ARP AD HOC SUBCOMMITTEE

OUTLINE OF REPORT TO BOARD OF SELECTMEN

1. Introduction
2. Previously Appropriated East Lyme ARP Funds
3. Establishment of Subcommittee; Charge from Board of Selectmen
4. Targeting Eligible Uses of Town's ARP Allotment
5. Methodology
6. Results and Recommendations
 - (a) Small Businesses and Nonprofits
 - (b) Town Departments
7. Thoughts on Follow-up
8. Conclusion
9. Documentation:
 - Motion and Charge from BOS
 - Application Form
 - Website Information
 - Evaluation Worksheets (2)
 - All Applications—Organizations
 - All Requests—Town Departments
 - Recommendation List—Organizations
 - Recommendation List—Town Departments
 - Pie Chart(s)
 - January 6 Treasury Press Release

A5

Anne SantoroARP Subcommittee--Action Needed on Recommendation for Town Requests
March 6, 2022 at 1:28 PMAileen Cahill
Paul Maxfield
Richard Steel, Ann Cicchiello
, Rita
, Pandora Wohler, Lee Edwards
, Anne Santoro

Hello Everyone,

In checking our totals I discovered that our recommended amount totals \$3,887,131.24 while we have an ARP balance of \$3,792,337.68 to appropriate.

The problem likely arose from not correctly accounting for the agreed upon Contingency of \$100,000.

Here are the important numbers:

\$3,325,186.24 recommended Town requests
\$461,945 recommended Small Business and Nonprofit requests
\$100,000 recommended Contingency

=\$3,887,131.24 TOTAL RECOMMENDED

Remember that the remaining balance of ARP funding is \$3,779,837.68 plus \$12,500 (restored from undoing Pump Out boat request)=\$3,792,337.68 TOTAL AVAILABLE

I have confirmed these numbers with Ann C. Please see the attached revised list of Town department requests and our recommendations.

As Town Counsel expects to get our revised lists and recommendations this Tuesday, it would be best to take an email vote of the Subcommittee to resolve our issue. I have examined the attached list and think the following is a good option:

"Vote to amend the ARP Subcommittee recommendation as to the playscape improvements at McCook Point Park and Peretz Park from \$250,000 to \$150,000."

I will need the motion seconded. Please vote by responding "Yes" or "No" to this motion. This email and your responses will be made part of the public record and attached to our minutes of 3/10/22.

It seems to me that the playscape request is fluid and there is sufficient funding in CNRE to offset our amendment. (Please see my email about available CNRE sent to you on 3/2/22 ahead of our 3/3/22 meeting).

Thank you.

—Anne



Town Dept. ARP
Reques...2.docx

Anne Santoro

ARP Subcommittee--Motion to Amend Recommendation Passed
March 7, 2022 at 9:22 PM

Aileen Cahill
Paul Maxfield
Richard Steel

, Ann Cicchiello
, Rita
, Pandora Wohler

, Lee Edwards
, Anne Santoro



Hello Everyone,

The following motion made on 3/6/22 passed 8-0 today, 3/7/22:

"Vote to amend the ARP Subcommittee recommendation as to the playscape improvements at McCook Point Park and Peretz Park from \$250,000 to \$150,000."

Thank you for voting.

—Anne

TOWN OF EAST LYME

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[Home](#) » [Town News](#) » Small Businesses and Nonprofits—ARP Assistance Update

Town News

Small Businesses and Nonprofits—ARP Assistance Update

The ARP Subcommittee, tasked with recommending to the Board of Selectmen a plan to distribute remaining federal funds allocated to the Town, has completed its review of the applications submitted.



The Subcommittee developed a thorough application and evaluation process.

Following the completion of this process, the Subcommittee presented its report and recommendations to the Board of Selectmen on March 16, 2022.

The list of small business and nonprofit applications recommended for approval is available below. The full Subcommittee report, containing all submitted applications, and detailed information regarding the application and evaluation process, is on file in the East Lyme Town Clerk's office.

The appropriation of ARP funds requires the normal approval process. Consideration and action on the Subcommittee's recommendations is planned as follows (All meetings will be scheduled to be held at Town Hall at 7:00PM.):

Board of Selectman – Wednesday, April 6, 2022

Board of Finance – Wednesday, April 13, 2022

Town Meeting – Wednesday, April 20, 2022

The First Selectman's office will contact applicants following Town Meeting approval.

Downloads:

[ARP Subcommittee Report Exhibit 9A \(pdf\)](#)