

EAST LYME BOARD OF FINANCE  
SPECIAL MEETING MINUTES  
JUNE 21, 2022

PRESENT: Denise Hall, John Birmingham, Peter DeRosa, Richard Steel, Lauren  
ALSO PRESENT: First Selectman Kevin Seery, Finance Director Anna Johnson and  
Director of Public Works Joe Bragaw.

Ms. Hall called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

FILED

III. Delegations  
There were none.

June 28 2022 AT 9:45 AM/PM  
Anna Johnson  
EAST LYME TOWN CLERK

IV. Approval of Minutes

**MOTION (1)**

Mr. Maxfield MOVED to approve the regular meeting minutes of May 11, 2022 as submitted.

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

**MOTION (2)**

Mr. Maxfield MOVED to approve the special meeting minutes of May 24, 2022 as submitted.

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

- Va. Board of Education – Mr. Jeff Newton, Superintendent of Schools
- Both the middle school and high school graduations went very well with great weather, and that they are already working on next year
  - The Board of Selectmen will begin talking about charter revision, and he would like to request that a person representing the Board of Education be appointed to the subcommittee when the time comes.
- Vb. First Selectman – Mr. Kevin Seery, First Selectman
- The Board of Selectmen members are currently reviewing past processes of charter revision and that he anticipates the subcommittee to be formed in August.
  - The subcommittee can be from five to fifteen members, no more than three of which can be elected officials. Although it is not a stipulation, the town attorney highly recommends having people involved that are familiar with how a municipality works.
  - Requires 15% of the total voters in town to vote on said charter revision. Anything less than 15% of the total voters will require the process to begin again. Plan is to present the vote at the 2023 municipal election.
  - Union negotiations are in progress.
  - Heavy equipment has arrived at the demolition sites for the DOT's exit 74 project; actual work to begin shortly.

- Lots of recent discussion on social media about interactions with coyotes and bears in the community. There has been no aggression behavior or sickness reported, only sightings. The ACO will attend the next Board of Selectmen meeting on July 6<sup>th</sup> for a brief presentation.
- July 2-3<sup>rd</sup> annual Lions Club Art Show on Town Hall grounds.
- July 16<sup>th</sup> Celebrate East Lyme with the return of fireworks.
- June 24<sup>th</sup> from 5pm – 8pm Elvis downtown for Rock and Roll event.
- First Selectman attended the ribbon cutting of Crown Fitness.
- Farmers Market on Methodist Street – Thursday from 3pm – 6pm.
- July 6<sup>th</sup> – Beach concerts begin at McCook’s.
- July 8<sup>th</sup> – Bandshell concerts begin.
- July 4<sup>th</sup> – scheduled grand opening of business at 185 Main Street.
- At the site of the former car wash a new state-of-the-art car wash is being proposed. More to come.

Vc. Director of Finance – Anna Johnson

- There were no questions or concerns with the financial reports from May.
- The annual June 30<sup>th</sup> deadline for the audit was not met; she reported being held up on the capital assets portion of the report. She will be providing weekly status updates to State OPM, and she will remain in contact with the auditors.
- The unassigned fund balance remains at the projected target.

VI. New Business

a. Special Appropriations – Bond Resolutions

**MOTION (3)**

Mr. Birmingham RESOLVED that the resolution entitled “Resolution Making An Appropriation In The Amount Of \$850,000 For The Rehabilitation Of And Improvements To Various Town Roads, Town Parking Lots And Sidewalks And Authorizing The Issuance Of \$850,000 Bonds Of The Town To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose”, a copy of which is attached hereto, is hereby adopted and recommended for approval by the legal voters of the Town at Town Meeting.

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

**MOTION (4)**

Mr. Birmingham RESOLVED: That the resolution entitled “Resolution Making Appropriations Aggregating \$1,180,000 For Various Board Of Education Capital Improvements And Authorizing The Issuance Of \$1,180,000 Bonds Of The Town To Meet Said Appropriations And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose”, a copy of which is attached hereto, is hereby adopted and recommended for approval by the legal voters of the Town at Town Meeting.

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

b. Special Appropriation – CNRE General Fund Subsidy

**MOTION (5)**

Ms. McNamara MOVED to approve a special appropriation for the following projects in CNRE Fund 32 which are consistent with the 2022/23 Capital Improvement Plan.

NOTE: This requires a town meeting.

CNRE - Municipal Project	Amount
Town Projects (Roofs)	\$10,300
HVAC Replacement Town-wide	15,500
East Lyme/Waterford Boat Motor	8,500
Town Projects - Various	25,000
Town-wide Servers	5,000
Revaluation	45,000
AED Defibrillators	2,000
CAD Software & Survey Equipment	4,000
<b>TOTAL</b>	<b>\$115,300</b>

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

c. Special Appropriation - LoCIP

**MOTION (6)**

Mr. Maxfield MOVED to approve a special appropriation in the amount of \$165,000 to be used as follows: \$30,000 Town-wide Garage Door Repairs/Replacement \$30,000 Public Safety Buildings Repairs & Improvements, \$85,000 Lift Jacks for Highway Maintenance Garage and \$20,000 Rebuild Plants Dam Study with the source of funds being the LoCIP program in accounts to be established titled with the State project number. These projects are consistent with the 2022/2023 Capital Improvement Plan. NOTE: This requires a town meeting.

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

d. Emergency Management NSEP Grant

**MOTION (7)**

Mr. DeRosa MOVED to approve a special appropriation in the amount of \$15,940.00 to account number 01-70-725-224-006 (NSEP Equipment), to cover the cost of purchasing the above listed equipment for the new EOC in grant allocation 2022-98 and forward to the Board of Finance for action. NOTE: This requires a town meeting.

Seconded by Ms. Hall. Motion passed 6-0-0.

e. Special Appropriation – 22/23 Acquisition Program

**MOTION (8)**

Mr. Steel RESOLVED that the resolution entitled "A Resolution of the Town of East Lyme, Connecticut Authorizing the Execution and Delivery of an Equipment Lease/Purchase Agreement and Schedules Thereto for the Acquisition, Purchase, Financing and Leasing of Certain Equipment", a copy of which is attached hereto, is hereby adopted and recommended for approval by the legal voters of the Town at Town Meeting. We waive reading the resolution in its entirety, it has been on file with the Town Clerk. Seconded by Mr. Maxfield. Motion passed 6-0-0.

Ms. Hall stated that the Town Meeting will be scheduled by the Board of Selectman for July 6<sup>th</sup> at 7:00 p.m.

VII. Old Business

There was none.

VIII. Public Discussion

There was none.

IX. Board Comments

There was none.

X. Adjournment

**MOTION (9)**

Mr. Birmingham MOVED to adjourn the June 21, 2022, special meeting of the East Lyme Board of Finance at 7:35 p.m. Seconded by Mr. Maxfield. Motion passed 6-0-0.

Respectfully Submitted By:



Sandra Anderson  
Recording Secretary