

EAST LYME BOARD OF SELECTMEN
REGULAR MEETING MINUTES
MARCH 15, 2023

RECEIVED FOR RECORD
EAST LYME, CT

IN ATTENDANCE: Kevin Seery, Anne Santoro, Rose Ann Hardy, Dan Cunningham, Anne
Cicchello and Bill Weber

ALSO IN ATTENDANCE: Finance Director Kevin Gervais and Town Engineer Alex Klose

Mr. Seery called the regular meeting of the East Lyme Board of Selectmen to order at 7:00 p.m. and led the Pledge of Allegiance.

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

1c. Delegations

Mr. Stephen Harney, 207 Clarendon Avenue, Southport, North Carolina, representative and advisor to Hathaway Farm LLC and their two partners. He stated this is not related to the Oswegatchie Hills piece of that property, and he feels as though he is trying to do a good thing for the town. He feels the Town should have purchased the property for open space.

1d. Approve Minutes

MOTION (1)

Ms. Santoro MOVED to approve the special budget meeting minutes of March 1, 2023, as submitted.

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

MOTION (2)

Ms. Santoro MOVED to approve the regular meeting minutes of March 1, 2023, as submitted. Seconded by Ms. Cicchiello. Motion passed 6-0.

1e. Consent Calendar

MOTION (3)

Ms. Santoro MOVED to approve the consent calendar for the regular meeting of March 15, 2023, in the amount of \$29,434.21.

Seconded by Mr. Cunningham. Motion passed 6-0

3a. EV Charging Stations

DISCUSSION: Mr. Klose reported that since the last meeting that he presented on this matter, he has worked with ESC to get them to cover the costs of the project up front and then collect the money from the grant at the end of the project when it is reimbursed. Our out-of-pocket cost is Approximately \$15,000. Mr. Klose reported that according to the DEEP website, there are 206 vehicles registered to East Lyme town residents as of July 2022.

MOTION (7)

Ms. Santoro MOVED to approve a Special Appropriation in the amount of \$15,000 to account #32-30-400-700-719, transferred from account #01-50-522-620-600. Of this \$15,000, \$4,972.50 will be paid to ESC upon acceptance of a contract between the Town of East Lyme,

executed by the First Selectman Kevin Seery and ESC. The remainder of the funds, \$10,027.50, will be used for site construction items not covered in ESC's proposal, mostly concrete and paving work for the parking areas and forward to the Board of Finance for Approval. NOTE: This requires a Town Meeting.
Seconded by Ms. Cicchiello. Motion passed 6-0.

2a. ARPA Funds

DISCUSSION: Mr. Seery stated that at the next Board of Selectmen meeting, he will have a report of proposed projects to use the remaining ARPA funds. We have approximately \$105,000 remaining to spend.

2b. DOT Rte. 161 / Exit 74 Project Update

DISCUSSION: Mr. Seery stated that this four-year project is about to start, and everyone should expect traffic delays in this area. All of the information on this project can be found on the Town of East Lyme webpage, and a large map can be found on the lower level of Town Hall.

2c. Appointments

MOTION (4)

Ms. Santoro MOVED to appoint Kenneth Roberts, 2 Rockwell Street, Niantic, CT to serve as a Member of the Water & Sewer Commission for the Town of East Lyme with a term to expire on January 5, 2026.

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

MOTION (5)

Ms. Santoro MOVED to appoint Conrad Siefert, 10 Wildwood Drive, Niantic, CT to serve as a Member of the Pension Committee for the Town of East Lyme with a term to expire on January 8, 2024.

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

MOTION (6)

Ms. Santoro MOVED to appoint Nicholas Menapace, 38 Hope Street Unit 97, Niantic, CT to serve as an Alternate Member of the Historic Properties Commission for the Town of East Lyme with a term to expire on January 8, 2024

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

2d. FY22/23 Budget Update

DISCUSSION: Finance Director Kevin Gervais reported that we have collected \$64,400,000; 98.99% of the taxes due. This year includes supplemental tax payments, which was not included in previous years collection data. His slide presentation is attached hereto as Exhibit #1.

3b. Charter Revision Update

DISCUSSION: Mr. Seery reported that the subcommittee is making great progress, and he anticipates that they will be attending a Board of Selectmen meeting in April to present their initial recommendations.

3c. Dominion Building Update

DISCUSSION: Mr. Seery reported that the East Lyme Regional Theatre group will be moving forward with their plans to utilize the Niantic Cinemas building. At an April Board of Selectmen meeting, he will be presenting some options for use of the Dominion Building.

4a. Ex-Officio Reports

Ms. Santoro reported:

- She attended the Library Board of Trustees meeting where they reviewed the policy on unattended children; they are considering raising the age from 10 to 12 years old.
- The new Glassdoor conference room is open; it is very nice and modern.
- On April 22nd, Steve Katz of Blood Sweat and Tears will be giving a free talk and perform some music at the East Lyme High School.

4b. First Selectman's Report

Mr. Seery reported:

- Stonington recently voted down an ordinance on Airbnb's in their town.
- On Saturday, March 18th at 10am is the yearly O'Niantic 5K put on by the Harford Marathon group.
- The Building and Zoning department has announced that they will be destroying old plans; if you have plans in this department and you would like them, please stop by and retrieve them. Any plans that are eligible and are not picked up will be sent for destruction.
- On March 29th a Month of the Women celebration will be held on Rossa Negra honoring 5-7 women in our community.
- Town is looking to hire a grant writer; he envisions 12 hours per week at an hourly rate of \$25.00.
- On March 16th from 7am – 9am, there will be a farewell breakfast for Officer Jim Levandoski as he will be retiring as of March 17th; thank you for your many years of service to the community.
- On March 17th at 2pm, there will be a farewell gathering for Senior Center Director Cathy Wilson, who will be retiring at the end of March.
- Water & Sewer Commission heard an application for a development on the former Trakas property; Nehantic Village. They will present to Zoning next. They are scheduled to vote on this matter on March 28th.

5. Communications

There were none.

6. Public Comments

There were none.

7. Selectman's Response

Mr. Seery stated that in response to Mr. Harney's comments during delegations, this was identified in the POCD, but this is currently not the same property that is up for sale. He stated that the attorneys for both sides have been in communication.

8. Executive Session – Real Estate Matters – EL Land Trust (Oswegatchie Hills Property)
Mr. Seery stated that there was no need to enter into executive session on this matter.

MOTION (7)

Ms. Santoro MOVED to adjourn the March 15, 2023, regular meeting of the Board of Selectmen at 8:45 p.m.

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

Respectfully Submitted,

Sandra Anderson

Recording Secretary

FY22/23 Budget Update/Projection
Board of Selectman – March 15th, 2023

Kevin Gervais Jr.
Finance Director

FY23 Budget: Revenue

Revenues

- ▶ Tax Collection
 - Motor Vehicle Supplemental – included in Current Year Taxes
 - Note: Next year this will be its own line item and the account will be closer to budgeted.
 - Current Year/Prior Year Interest is trending lower
 - Will continue to monitor
 - ▶ Municipal Revenue Sharing (MRSA)
 - \$589k unexpected
 - ▶ Investment Earnings- Interest Income
 - See projection next slide
 - ▶ Pequot Grant
 - Appears to be \$180,136 not \$270,204 budgeted
 - ▶ Mooring Permit Fees
 - Budgeted \$7,000 but will be transferring to the Special Revenue Fund (once created)
-

Interest Income Projection FY23

Town of East Lyme

Interest Income Projection

STIF Rate:

4.50%

Fiscal Year 2023

Month End: January 2023

	Actual				
	Exp. Monthly Cash Burn	Rev. Cash Collections	General Fund Cash Balance	Invested Balance	Interest Income
June 2022 Balances			\$ 13,856,141		\$ 34,026.23
July	\$ 7,135,000	\$ 30,929,000	\$ 37,650,141		\$ 5,044
August	\$ 4,317,000	\$ 6,191,000	\$ 39,524,141		\$ 17,188
September	\$ 9,231,000	\$ 1,171,000	\$ 31,464,141		\$ 22,949
October	\$ 6,158,000	\$ 3,685,000	\$ 28,991,141	\$ 22,200,000	\$ 36,401
November	\$ 5,302,840	\$ 1,823,254	\$ 25,511,555		\$ 51,990
December	\$ 6,940,945	\$ 5,920,122	\$ 24,490,733		\$ 52,437
January	\$ 6,514,131	\$ 22,000,000	\$ 39,976,602		\$ 56,000
Subtotal	\$ 45,598,915	\$ 71,719,376			\$ 242,009
					\$ 222,009
First 4 month Avg	\$ 6,829,131	\$ 1,943,017			

*Total for FY22

FY23 budget is \$20,000

Excess over budget \$ 222,009

	Projected				
	Exp. Monthly Cash Burn	Rev. Cash Collections	General Fund Cash Balance	Invested Balance	Interest Income
February	\$ 7,079,131	\$ 2,500,000	\$ 35,397,471	\$ 25,397,471	\$ 62,859
March	\$ 6,834,131	\$ 1,750,000	\$ 30,313,341	\$ 20,313,341	\$ 50,276
April	\$ 6,834,131	\$ 1,750,000	\$ 25,229,210	\$ 15,229,210	\$ 37,692
May	\$ 6,834,131	\$ 1,750,000	\$ 20,145,079	\$ 10,145,079	\$ 25,109
June	\$ 7,289,131	\$ 1,000,000	\$ 13,855,948	\$ 3,855,948	\$ 9,543
Projected	\$ 34,870,654	\$ 8,750,000			\$ 427,488
	GF Expense	GF Revenue			
Estimate	\$ 80,469,569	\$ 80,469,376			

Assumptions

- 2/3 of money invested in STIF Rates
- \$6million in working capital collecting no interest
- Accounts for analyzed bank fees (\$4 million monthly)

FY23 Budget: Expenditures

- ▶ Expenses- Overbudget
 - ▶ Registrars: Primary/Referendum Expenses
 - ▶ Finance- Overtime & Misc Supplies over expended
 - ▶ Legal Services- Spent \$100k, \$50k encumbered, monitoring closely
 - ▶ Planning Legal Line is overexpended
 - ▶ *Subject to change w/ hires, terminations, promotions, other unexpected events, etc.

FY23 Budget: Expenditures

- ▶ Expenses- Under Budget
 - ▶ Fuel Contingency
 - ▶ 2020 Obligation Bonds – Need to review
 - ▶ Retirement Liability
 - ▶ Pension
 - ▶ Salary Contingency
 - ▶ BAN Maturity

FY23 Budget: Projection

Revenues

- ▶ Excess Revenues of \$290,888 projected
 - Does not include OTI from Capital Projects, OTI P&R Special Revenue

Expenses

- ▶ Projected available funds: \$481,000
 - Does not include OTI from Capital Projects, OTI P&R Special Revenue

Overall

- ▶ Positive \$771,000 towards fund balance at 06/30/2023

Fund Balance Projection thru 06/30/23

	<u>Original</u>
Beginning Fund Balance 06/30/2021	11,386,721
FY22 Unaudited Revenues	79,334,641
FY22 Unaudited Expenditures	79,124,111
Estimated Ending Fund Balance FY22	<u>\$ 11,597,251</u>
Revenues	
Tax	66,574,379
Intergovernmental	8,387,401
Other Income	5,000,691
Unanticipated Revenues	
Interest Income	405,000
MRSA	589,000
	<u>\$ 80,956,471</u>
Expenditures	
FY23 Operations	80,512,376
	<u>\$ 80,512,376</u>
Current Year Effect on Fund Balance	\$ 444,095
Projected Ending Fund Balance FY23	<u>\$ 12,041,346</u>

14.96%

Questions?