

EAST LYME BOARD OF SELECTMEN  
REGULAR MEETING OF SEPTEMBER 20, 2023  
EAST LYME TOWN HALL UPPER MEETING ROOM

RECEIVED FOR RECORD  
EAST LYME, CT

2023 SEP 26 P 12: 25

**Present:** Kevin Seery, First Selectman, Selectmen, Anne Santoro, Rose Ann Hardy, Dan Cunningham, Bill Weber, Ann Cicchiello, (attending by ZOOM)

*Ann Cicchiello*  
TOWN CLERK

**Also Present:** Kevin Gervais, Finance Director

**REGULAR MEETING AGENDA**

1.

**a) Call Meeting to Order and Pledge of Allegiance**

K. Seery called the meeting to order at 7:00

The Pledge of Allegiance was recited.

**MOTION: (Santoro/Cunningham) to move Item 3, Old Business before Item 2, New Business. Vote: APPROVED unanimously.**

**b) Additional Agenda & Consent Calendar Items**

**MOTION: (Santoro/Weber) to approve the request of the Short-Term Rental ad hoc Committee to advance the date for reporting its findings and any recommendations to the Board of Selectmen from ninety (90) days from its first meeting to January 17, 2024. This action is in accordance with paragraph four (4) of the Short-Term Rental ad hoc Committee charge approved by the Board of Selectmen on August 2, 2023, as Item 2c.**

**Vote: APPROVED unanimously.**

**c) Delegations-none**

**d) Approval of Minutes**

**Special Meeting of September 6, 2023**

**MOTION: (Santoro/Hardy) to approve the September 6, 2023, Special Meeting Minutes as presented.**

**Vote: APPROVED. In favor- Seery, Santoro, Hardy, Weber, Cicchiello. Opposed-none. Abstaining-Cunningham.**

**Regular Meeting of September 6, 2023**

**MOTION: (Santoro/Hardy) to approve the Regular Meeting of September 6, 2023, as amended:**

Pg 1, 4-1-Ms. ~~Santoro~~-Cicchiello

Pg 5, 7-4 ...identifies any dangerous endangered species ...

Pg 3, 6th paragraph, the last word of the first line should be, ~~meal~~. bill

**Vote: APPROVED. In favor- Seery, Santoro, Hardy, Weber, Cicchiello. Opposed-none. Abstaining-Cunningham.**

**e) Consent Calendar-no consent calendar**

**2. New Business**

**a) Discussion and Possible Action-Purchase of Equipment for EOC (NSEF Grant)**

The Nuclear Safety Emergency Fund (NSEF) Grant is applied for and received every year. This year the Emergency Operations Center is asking for a \$34,240.00 special appropriation that is reimbursable by the grant. They presented a list of items to be purchased with the grant funds.

Jason Leonard said each year they submit a list of items the EOC needs for review by the state. Each item must be approved. The state will fund the grant as long as Millstone is there.

**MOTION: (Santoro/Cunningham) to approve a special appropriation in the amount of \$34,240.00 to cover the cost of purchasing equipment and services for the Town’s Emergency operations Center and forward to the Board of Finance for approval. The requested amount will be reimbursed by the 2024 Nuclear Safety Emergency Fund (NSEF) allocation #2024-07 Note: This will require a Town Meeting. Vote: APPROVED unanimously.**

**b) Presentation and Discussion-Establishment of Human Resources Department**

K. Seery said that several years ago Youth Services merged with Parks and Rec. It is clear that Parks and Rec is not a mental health or human resource organization. He said that many people involved in Parks and Rec as well as other organizations support the new initiative of a Department of Human Services.

Becky McCoy works for the Brian Dagle Foundation and is an East Lyme graduate and former teacher. She said the plan came together with the help of Sarah Firman of East Lyme Youth Services (ELYS), Don Hull ELPD and Ane Dagle, Brian Dagle Foundation. She said every town benefits from a Human Services Dept.

She said the town has many existing services, but they are scattered and not centralized. East Lyme is one of four out of 21 towns in New London County who does not offer a human services department.

A human services department is responsible for:

**Community Outreach**

- Substance abuse prevention and education
- Mental health support
- Clinical services
- Family resource center
- Support groups

**Social Services**

- Food bank
- Fuel bank
- Energy assistance programs
- Renters rebate program
- Unemployment
- Seasonal programs

## Youth Services

- In and after school programs
- Viking mentor program
- Juvenile review program

She presented a summary of the needs of East Lyme residents as it concerns mental health. B. McCoy presented a survey from 1111, 7<sup>th</sup> -12<sup>th</sup> grade students which revealed significant mental health needs and substance abuse figures. She also presented mental health concerns for adults in the community.

The goals and mission for the proposed human services department are to foster the positive development of residents by providing and or coordination preventative, remediative, educational, social, and service opportunities for people of all ages.

S. McCoy outlined the services that are currently available which include some therapy, youth support and support groups.

The group used the Town of Clinton as a model for the department.

The department structure consists of human services overseen by two departments, Senior Services and Youth Services. The department will have the senior center director and the youth and family services director as co-human services department heads.

There are several funding opportunities through grants.

Sarah Firmin, ELYS, said the counseling services has a wait list of 12. Many requests for services are referred to outside resources.

Kristen Caramanica, Senior Center Director, said the part time social worker quickly became a full-time worker due to the needs of the community.

Don Hull, ELPD, has spent the last 8 years as the student resource officer. During this time, he realized that what is being offered is not enough. Students need support year-round and should not have to wait until September when the school year starts. He is supportive of the proposed department. He said officers are spending a lot of time responding to calls which are mental health or family services related.

Jeff Newton, Superintendent, supports what officer Hull said. He agrees that services should be offered to students in need, 24/7. As a resident of East Lyme, he believes there should be a robust human service department.

Chris Mountain, School Psychologist, has seen a lot over the years and things have changed over the past 30 years. There is much more anxiety and depression than in the past. There is a trickledown effect from parents who may be anxious or depressed to children. It is important to have resources in place and to have a bridge between the school system and the town such as the Brian Dagle Foundation. The proposed department is a good idea.

Ann Dagle, Brian Dagle Foundation, said putting all the pieces together considering the environment we live in, we owe it to our town. She said the services are out there and it will not cost more. The kids and families need something more than services offered during school hours.

B. Weber asked how the town can give more services to more people without increasing staff. He asked if Clinton has one person at the top to coordinate all services.

Sarah Firmin said Clinton does have a human services director with staff underneath. She suggested the possibility of a human service commission.

Ann Dagle said there needs to be a stepping point to begin with, if the department cannot take care of a situation, then it can be resourced out. There are grants but it needs to fall under a human resource department.

K. Caramanica said the social worker they have now is under ARPA funding; they will have her until July 2024.

A. Santoro thought there should be a department head sooner than later. Funding sources should be identified.

D. Hull is a member of the Youth Services Commission which is advisory, and they are discussing having it become the Youth and Family Services Commission with oversight authority. S. Firmin is already doing the job of director of youth and family services, but she now falls under the park and rec comm. which makes no sense. Without an official human services department funding opportunities are limited.

D. Cunningham said there is no denying that mental health resources need to be increased. Can we do this in a way that provides services within the financial constraints of the town?

R. Hardy asked what percent of provided services are covered by insurance.

S. Firmin said the counseling part is free of charge. They can recommend outsourced agencies that accept insurance.

D. Hull said it took years to build a good relationship as a school resource officer.

K. Seery said it was great cooperation between all groups who are committed to provide more opportunities for mental health care in town.

A. Cicchiello asked about locations for services.

S. Firmin informed the members that they have various locations, the Brian Dagle Foundation has room for office space, second floor of the police department and registrars of voter space will become available.

K. Seery would like to come back at the next meeting with a formal proposal to set up a Department of Human Services.

S. Firmin said they have started to consider a sliding scale for families depending on insurance coverage.

D. Cunningham said that after insurance companies were required to cover mental health services there has been an increase in people utilizing services, but graphs showing a decrease in

satisfaction due to lack of availability for the increase of needs. With efforts to provide more services it will help close that gap.

The Board took a five-minute break

c) **Discussion and Possible Action-Darrow Pond Master Plan (Presentation)-Tabled**

d) **Schedule Special Town Meeting for October 4, 2023**

**MOTION: (Santoro/Cunningham) Schedule Special Town Meeting for October 4, 2023;**

**TOWN OF EAST LYME  
NOTICE OF SPECIAL TOWN MEETING  
OCTOBER 4, 2023, AT 7 PM**

Notice is hereby given of a Special Town Meeting of the Town of East Lyme to be held on October 4, 2023, at 7:00 p.m. in the East Lyme Town Hall Upper Meeting Room for the following purposes:

1. To consider and act upon a Motion to approve a Special Appropriation in the amount of \$41,107.50 from CNRE Account 32-30-400-700-999 (PWD- Reserve) for the purchase of a Live Edge Metal Pless plow system.
2. To consider and act upon a Motion to approve a Special Appropriation in the amount of \$34,240 for the purchase of equipment and construction services for the Emergency Operation Center. The source of funding will be the Nuclear Safety Emergency Fund (NSEF) grant allocation #2024-07.
3. To transact any other business proper to come before the meeting.

Dated at East Lyme, CT this 20<sup>th</sup> day of September 2023.

**EAST LYME BOARD OF SELECTMEN**

**Vote: APPROVED unanimously.**

**3. Old Business**

**a) Discussion -Charter Revision Update**

The questions on the ballot have been reviewed by the town attorney and town clerk. The questions will be placed on all town websites and a mailing will be sent out to all residents explaining the questions.

**b) Discussion and Possible Action-East Lyme Land Trust Specified Properties at Hathaway Farms, Oswegatchie Hills, and Brainerd Road-Schedule a Public Hearing.**

K. Seery laid out the process for the purchase of the properties. Once the Board of Finance approves the affordability of the purchase the Board of Selectman will have a special meeting and then adjourn to a referendum on October 17, 2023.

The Planning Commission approved the 8-24 as consistent with the POCD.

**MOTION: (Santoro/Cunningham)**

**TOWN OF EAST LYME  
BOARD OF SELECTMEN  
NOTICE OF PUBLIC HEARING  
POSSIBLE PURCHASE OF EAST LYME LAND TRUST SPECIFIED PROPERTIES  
KNOWN AS HATHAWAY FARMS, OSWEGATCHIE HILLS, AND BRAINERD ROAD**

**NOTICE IS HEREBY GIVEN that the East Lyme Board of Selectmen will hold a public hearing at 7:00 PM on Wednesday, September 27, 2023, at the East Lyme MiddleSchool Cafeteria, 31 Society Road, Niantic, Connecticut to receive comments concerning the Town of East Lyme’s possible purchase of properties of the East Lyme Land Trust known as Hathaway Farms, Oswegatchie Hills, and Brainerd Road. Interested persons are invited to attend and be heard.**

**Dated at East Lyme, Connecticut on this 20th day of September, 2023.**

**EAST LYME  
BOARD OF SELECTMEN**

**Vote: APPROVED unanimously.**

- c) Short Term Rental Ad Hoc Committee Request for Additional Time  
MOTION: (Santoro/Cunningham) to approve the request of the Short Term Rental ad hoc Committee to advance the date for reporting its findings and any recommendations to the Board of Selectmen from ninety (90) days from its first meeting to January 17, 2024. This action is in accordance with paragraph four (4) of the Short Term Rental ad hoc Committee charge approved by the Board of Selectmen on August 2, 2023.**

A. Santoro said the STR Committee will report to the Board of Selectmen by January 17, 2024 and if they need additional time the Committee will ask for it.

**Vote: APPROVED unanimously.**

**4. Ex-Officio Reports:**

R. Hardy-no report

D. Cunningham-no report

A. Santoro gave an update on the STR subcommittee:

- Regular meeting on September 12 had 15 people comment during public delegations
- Received large packet of reading materials from Gary Cicchiello.
- Public Hearing scheduled for September 25, 2023
- Inform interested parties on the website on upcoming meetings, minutes, agendas

Library

- Cathy Fargo has been appointed to the Board of Directors
- They are submitting budget early
- They are co-sponsoring Niantic Heritage Day
- Plans were presented for the community center building

### **First Selectman's Report**

- The Planning Commission found the purchase of the 3 properties for open space consistent with the POCD
- The Planning Commission reviewed the subdivision revisions
- Only 3 weeks left of blasting on the road work for this year
- Exit 74 northbound exit ramp is expected to be finished next year
- GM2 Engineering has reached out to the High School to offer an internship for students interested in an engineering career
- He received the Rt. 161 Corridor Study, it will be discussed at the next meeting
- Giving Garden had an open house and received an award from United Way for contributing over 19,000 lbs. of food
- Some mosquitos have tested positive for West Nile, but not in humans according to the Health Department, and not in East Lyme
- Oyster Festival on September 23
- 10k run on September 23
- Cornhole tournament on September 24
- Walk out of the darkness, Brian Dagle Foundation, September 30
- Indigenous Peoples Day at McCook's, September 30
- Vintage Market, September 30

A. Cicchiello-no report

**5. Communications-none**

**6. Public Comment-none**

**7. Selectman's Response-none**

**8. Executive Session-Collective Bargaining- local 3337, International Association of Fire Fighters, AFL-CIO**

**MOTION: (Santoro/Cunningham) to enter Executive Session to discuss Collective Bargaining- local 3337, International Association of Fire Fighters, AFL-CIO**

**Attending: Seery, Santoro, Cunningham, Cicchiello, Webber**

**Vote: APPROVED unanimously (8:34- 8:53)**

The Board entered into Executive Session at 8:02 and came out at 8:27. No formal vote was taken.

**9. ADJOURNMENT:**

**MOTION: (Santoro/Cunningham) to adjourn at 8:30. Vote: APPROVED unanimously**

Respectfully Submitted

Sue Spang

Recording Secretary



## TOWN OF EAST LYME DEPARTMENT OF POLICE SERVICES

Office of the Chief of Police  
277 West Main Street, Niantic Connecticut 06357



July 18, 2023

Board of Selectman  
Town of East Lyme  
108 Pennsylvania Ave  
Niantic, CT 06357

Board of Selectman members,

The East Lyme Police Department, and myself as Chief, concur with the Superintendent of Schools and wholeheartedly endorse the Town of East Lyme's consideration of enhancing the services it provides to our Communities Youth and Families, through the establishment of a stand-alone social service Department.

A large part of my early career involved work as a Youth Officer/SRO, working very closely with Youth and Family Service agencies. The work that is performed, and the importance of that work to a community is immeasurable. As Mayor in the Town of Ledyard, I was the Director of Social Services. I employed a highly talented Youth Services Coordinator who oversaw all youth programs and played an invaluable role in the health and safety of our communities' youth. While East Lyme devotes a tremendous number of resources to its youth through education, the social service and family needs are a dynamic which must be addressed with a more defined and thorough focus. The concept of elevating the current "wellness prevention and mentoring coordinator" to a full-time position, outside of the umbrella of Parks & Recreation, is a move in the proper direction.

Should you have any questions please contact me at any time.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael T Finkelstein".

Michael T Finkelstein  
Chief of Police





**EAST LYME PUBLIC SCHOOLS**  
P.O. Box 220 • East Lyme, Connecticut 06333 • (860) 739-3966 • Fax (860) 739-1215

Jeffrey R. Newton  
*Superintendent of Schools*

Annaliese Spaziano  
*Assistant Superintendent of  
Curriculum, Instruction and Assessment*

Kimberly Davis  
*Director of  
Student Services*

Maryanna Stevens, CPA  
*Director of Finance, Marketing,  
and Growth Management*

June 12, 2023

Board of Selectmen  
East Lyme Town Hall  
108 Pennsylvania Ave  
Niantic, CT 06357

Dear Members of the East Lyme Board of Selectmen:

This letter signifies East Lyme Public Schools' support for the program expansion of Youth and Family Services for the Town of East Lyme. Additionally, we support all efforts to maintain the program as a separate entity and not merge with the Parks & Recreation department.

Our community and families are still adjusting to a return to normal in a post-pandemic time period. Social services and support for our students cannot be fully addressed within the confines of the school day and through our school staff alone. In addition, maintaining family and student support during the summer months is crucial in maintaining consistency in service delivery.

Data continues to demonstrate across the school district and the town that mental health support is required, and creating abundant options, hours, and staffing for social emotional services is critical. Hence, the East Lyme Public Schools is in full support of Youth and Family Services expansion as this will assist in maintaining a thriving community.

If I can provide any further information or data in support of this need, please feel free to reach out to me at any point.

Sincerely,

Jeffrey R. Newton  
Superintendent of Schools

JN:cbg

# Town of

East Lyme Senior Center  
37 Society Road

Niantic, Connecticut 06357



# East Lyme

Phone (860) 739-5859  
Fax (860) 691-2409

[www.eltownhall.com](http://www.eltownhall.com)

September 1, 2023

Kristen Caramanica  
East Lyme Senior Center Director  
[kcaramanica@eltownhall.com](mailto:kcaramanica@eltownhall.com)

## MEMORANDUM

To: Board of Selectmen  
From: Kristen Caramanica  
CC: Sarah Firmin, Prevention, Wellness and Mentoring Coordinator

RE: Letter of support for creation of new department providing human services

Dear Board of Selectmen:

I am writing to you in support of the proposed human services department and the expansion of Youth and Family Services for the Town of East Lyme. As the director of the East Lyme Senior Center, I know East Lyme is fully committed to serving every community member by engaging and connecting residents to information, support, assistance, opportunities, and services.

There are a wide variety of programs that Youth and Family Services could assist the East Lyme residents with. Assessments, case management, advocacy for residents experiencing issues, financial difficulties, medical conditions, housing issues, mental health, substance abuse, and other problems that have impacted residents' lives are some of the issues that Youth and Family Services could play a critical role in. By meeting the needs of our youth, families, adults, couples, and older adults, we are ensuring the East Lyme community receives full support and care to promote the highest quality of life.

The East Lyme Senior Center is proud to be a vibrant source for older adults and looks forward to thriving in this ever-changing community by continuing to support people staying healthy and independent in their community.



# TOWN OF EAST LYME PARKS AND RECREATION DEPARTMENT

JERRY LOKKEN  
DIRECTOR  
jlokken@eltownhall.com

41 SOCIETY RD, NIAN TIC, CT 06357  
TELEPHONE: 860-739-5828  
www.eltownhall.com

August 28, 2023

## MEMORANDUM

TO: Board of Selectmen

FROM: Jerry Lokken, Director

CC: Sarah Firmin, Prevention, Wellness and Mentoring Coordinator

RE: Letter of support for creation of new department providing expanded Human Services

Dear Board of Selectmen,

I write in strong support of the creation of a new department to expand human services provided to our citizens. East Lyme prides itself on being a community that serves its residents and provides a wonderful quality of life. That was an important factor for me in choosing to continue my career here, and it is an important factor for many others as they decide where they will live, work, and play.

East Lyme has much to be proud of, but we do not have a dedicated department providing citizens with a full array of human services such as direct assistance, case management, advocacy, crisis intervention, short-term counseling, screening for depression, suicide, sexual/physical abuse, ADD/ADHD and information and referral services to individuals and families who need temporary assistance with housing, food and other basic necessities.

The recent pandemic highlighted gaps in our services and I, and others, believe the time is right to take steps towards a more robust community response to meet the need. The effort has already begun. We utilized Covid funding to hire a part-time Prevention, Wellness and Mentoring Coordinator, and then took an additional step in the last budget cycle to make the position full-time. The Town has also added a part-time social worker to begin providing necessary services.

The next step is to consolidate those resources and coordinate service delivery. It is clear that the current resources will not be adequate to meet all of the needs immediately, but the creation of a department will provide the framework for new services to be added in a meaningful way in the months and years to come.

East Lyme Parks and Recreation and Youth Services have proudly served the community, and we look forward to continuing that service in newer and more impactful ways that result in an improved quality of life for our residents.

Linda Fecteau  
18 Oakwood Rd  
Niantic, CT 06357

September 20, 2023

Dear Board of Selectmen,

I am writing this letter to support the creation of a new department to expand human services provided to our citizens. As a long time resident of East Lyme and the former Director of Youth Services, I have seen first hand the need to expand these services.

A dedicated department providing citizens with a full array of human services such as direct assistance, case management, advocacy, crisis intervention, short-term counseling, screening for depression, suicide, sexual/physical abuse, ADD/ADHD and information and referral services to individuals and families who need temporary assistance with housing, food and other basic necessities will benefit the entire community.

Although the Pandemic highlighted the need for these services, the need has always been apparent. Families from all economic levels face issues beyond the scope of the services currently provided by the town. Care and Share has been a vital resource but certainly has it's limitations. A dedicated department could offer a more coordinated and efficient effort.

The next step is to consolidate resources and coordinate service delivery. The creation of a department will provide the framework for new services to be added in a meaningful way in the months and years to come.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Linda Fecteau  
Youth Services Bureau, Chair

# Town of East Lyme



Michael T. Finkelstein  
Chief of Police  
Emergency Management Director

Emergency Management  
P.O. Box 519  
Niantic, CT 06357  
Phone: (860) 739-4434

**Agenda Item No. 3A**  
**Request for Board of Selectmen Action**

**TO:** Board of Selectmen  
**FROM:** Michael Finkelstein, Emergency Mgmt. Director  
**DATE:** September 13, 2023  
**SUBJECT:** Special Appropriation of reimbursable funds

**Summary of Agenda Item:**

On behalf of the Emergency Operations Center (EOC), I would like to request a special appropriation in the amount of \$34,240.00. This is the NSEF FY 2024 Grant funding that was awarded to the Town of East Lyme's Department of Emergency Management on July 3, 2023. A breakdown of EOC equipment and services to be purchased with the \$34,240.00 is outlined below:

<b>NSEF 2024 Funds Appropriation Request</b>				
<b>EOC Equipment/Services</b>		<b>Amount Awarded:</b>		<b>\$34,240.00</b>
<b>Vendor</b>	<b>description</b>	<b>price</b>	<b>qty</b>	<b>total</b>
Witch Enterprises	Cut and removal of 1'W x 65'6" Concrete for electrical trough	\$4,625.00	1	\$4,625.00
Jamco	Installation of new electrical/Data wiring/ports - flush w/ floor	\$2,400.00	1	\$2,400.00
Contractor Pending	Concrete pour	\$1,200.00	1	\$1,200.00
Amazon	10 Pack High Speed Hdmi Male to Male Cable 2 Feet	\$15.99	1	\$15.99
Amazon	EZM Deluxe Triple Monitor Mount Stand Free	\$129.95	1	\$129.95
Amazon	Dell 144Hz 27 Inch Curved Monitor with FHD	\$259.99	3	\$779.97
Amazon	Davis Instruments Wireless Vantage Pro2 Plus	\$1,665.23	1	\$1,665.23
Amazon	XREXS Large Digital Wall Clock WiFi Sync, 16.5 in Large	\$49.99	3	\$149.97
Amazon	Logitech Mounting Brackets	\$147.99	1	\$147.99
Amazon	Logitech Rally Plus Video Video Conference Equipment	\$2,427.71	1	\$2,427.71
Amazon	Monoprice Cat6A Ethernet Patch Cable - 3 Feet	\$21.98	1	\$21.98
Amazon	NavePoint 12U Wall Mount Network Cabinet 600 mm depth	\$259.77	1	\$259.77
Davis Instruments	Davis WeatherLink online plan 3 yrs	\$275.40	1	\$275.40
Global Industrial	Global Industrial™ Additional VESA Monitor Mount	\$51.95	2	\$103.90
Best Buy	Insignia™ - 32" Class F20 Series LED Full HD Smart Fire TV	\$169.99	8	\$1,359.92
Dell	OptiPlex Small Form Factor (Plus 7010)	\$1,238.49	1	\$1,238.49
B.H. Trailers	6' x 12' Enclosed Trailer	\$6,995.00	1	\$6,995.00
Sign Craft	Trailer Graphics Installed	\$3,000.00	1	\$3,000.00
Misc.	Trailer Storage Buildout	\$1,000.00	1	\$1,000.00
Wayfair	EOC/Communications Room Chairs	\$171.99	27	\$4,643.73
Jamco	EOC Electrical - Track lighting with dimmer switches	\$1,800.00	1	\$1,800.00
				<b>\$34,240.00</b>

The requested amount of \$34,240.00 will be reimbursed by the 2024 Nuclear Safety Emergency Fund (NSEF) allocation # 2024-07

**Action Needed:**

Move to approve a special appropriation in the amount of \$34,240.00, to cover the cost of purchasing the above listed equipment and services for the EOC, and forward to the Board of Finance for action.

**Appropriation Request Prepared By:** Julie Wilson, Deputy Emergency Management Director