

**EAST LYME BOARD OF SELECTMEN  
REGULAR MEETING OF NOVEMBER 1, 2023  
EAST LYME TOWN HALL UPPER MEETING ROOM**

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

**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.

**b) Additional Agenda & Consent Calendar Items-none**

**c) Delegations-none**

**d) Approval of Minutes**

**Regular Meeting of October 18, 2023**

**MOTION: (Santoro/Cunningham) to approve the October 18, 2023, Special Meeting Minutes as amended.**

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, Cunningham. Opposed-none. Abstaining-Cunningham-Weber.**

**Vote: APPROVED unanimously.**

**e) Consent Calendar**

**MOTION: (Santoro/Weber) to approve the consent calendar for November 1, 2023, in the amount of \$6586.47. Vote: APPROVED unanimously.**

2. **Old Business**

**a) Purchase of East Lyme Land Trust Specified Properties Known as Hathaway Farms, Oswegatchie Hills, and Brainerd Road.**

K. Seery met with town and land trust attorneys to discuss moving forward. The only outstanding issue is the mechanism for transferring the state grant from the land trust to the town. There will be a letter from the town and land trust for the grant to be released.

RECEIVED FOR RECORD  
EAST LYME, CT  
2023 NOV - 2 P 2:06  
Cunningham  
TOWN CLERK

**3. New Business**

**a) Discussion and Possible Action-Establishment of East Lyme Human Resources Department**

The Town Attorney reviewed the Ordinance for Youth Services and found that it is out of compliance with state statute. The town attorney suggests repealing the current ordinance and replacing it with an updated Youth, Family and Human Service Ordinance. The new resolution would encompass all the people who would be served. K. Seery said the Youth Services would cover the youth from East Lyme and Salem because Salem youth go to High School.

Under duties, services would be provided to everyone, all age groups.

The Commission would not be less than seven, a senior would be on it and a representative from the school, police department, a youth under the age of 21 when appointed, and a private youth agency member.

There will be a public hearing at the next meeting and if accepted it would take ten days to be effective.

An approximate cost for the first-year budget would be approximately \$179,955.

Sarah Firmin, Youth Services presented grants that could be applied for.

**MOTION (Santoro/Cunningham) Notice is Hereby Given, of a public hearing to be held by the East Lyme Board of Selectmen on Wednesday, November 15, 2023, at East Lyme Town Hall at 108 Pennsylvania Ave., Niantic, Ct beginning at 7:00 PM to receive comments regarding the following ordinance entitled:**

**ORDINANCE ESTABLISHING YOUTH, FAMILY AND HUMAN SERVICES COMMISSION FOR THE TOWN OF EAST LYME.**

**Said ordinance proposes the repeal of Ordinance Section 31.10 entitled "YOUTH SERVICES COMMISSION" and establishes a new Commission entitled, "YOUTH, FAMILY AND HUMAN SERVICES COMMISSION" to act as an advisory board to the Board of Selectmen and shall be responsible for providing outreach, community education and services to meet the needs of youth of the Towns of East Lyme and Salem and families and individuals in the Town of east Lyme from youth to Senior citizens.**

**Copies of the proposed ordinance will be available for review at the East Lyme Town Clerks office and on the Town of east Lyme website [www.eltownhall.com](http://www.eltownhall.com)**

**Interested persons are invited to attend and be heard.**

**Dated at East Lyme, Connecticut, on this 1<sup>st</sup> day of November 2023**

**East Lyme Board of Selectmen**

**Vote: APPROVED unanimously.**

**4. Ex-Officio Reports:**

B. Weber-no report

A. Santoro gave an update on the STR subcommittee:

- Regular meeting on October 23, Chief Finklestein gave a report on how they respond to complaints.
- The police commission is the traffic authority for the town; therefore, beach communities cannot set regulations for parking.
- The STR subcommittee is reviewing all the information they have received.
- Next meeting is November 20, 2023
- There will be another public hearing.

D. Cunningham reported on the Brookside Farm Museum meeting.

- New enthusiasm and looking forward to curating.
- They are thinking down the road especially for the usage of the barn.

R. Hardy-no report

K. Seery said that the dock which washed up on McCook's beach was removed.

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

- Charter revision mailer was printed and mailed through CCM, the entire package to mail to all residents was just under \$2,900. If mailed using first class mail it would have been an additional \$4576.
- ADA compliance for town hall reached stage 2, on schedule.
- Ceiling on Public safety building will be done by the end of the year. It will come under budget at approximately \$50,000.
- Exit 74 blasting will go a little longer this Fall due to weather.
- Three new restaurants are opening downtown.
- ARPA grant for senior center for \$58,000
- Veterans Day ceremony, November at 10 AM
- Water usage down this year
- Announced retirements from the town.
- Absentee ballot requests are down this year.
- Tuesday is Election Day

**5. Communications-none**

**6. Public Comment-none**

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

### **ADJOURNMENT:**

**MOTION: (Santoro/Hardy) to adjourn at 8:41. Vote: APPROVED unanimously**

Respectfully Submitted

Sue Spang

Recording Secretary

**Town of East Lyme  
Notice of Public Hearing  
East Lyme Town Hall  
108 Pennsylvania Avenue  
Niantic, CT 06357**

**NOTICE IS HEREBY GIVEN**, of a public hearing to be held by the East Lyme Board of Selectmen on Wednesday, November 15, 2023, at the East Lyme Town Hall at 108 Pennsylvania Avenue, Niantic, Connecticut beginning at 7:00 p.m. to receive comments regarding the following ordinance entitled:

**ORDINANCE ESTABLISHING YOUTH, FAMILY AND HUMAN SERVICES  
COMMISSION FOR THE TOWN OF EAST LYME**

Said Ordinance proposes the repeal of Ordinance Section 31.10 entitled "YOUTH SERVICES COMMISSION" and establishes a new Commission entitled "YOUTH, FAMILY AND HUMAN SERVICES COMMISSION" to act as an advisory board to the Board of Selectman and shall be responsible for providing outreach, community education, and services to meet the needs of youth in the Towns of East Lyme/Salem and families and individuals in the Town of East Lyme from youth to senior citizens.

Copies of the proposed Ordinance is available for review in the East Lyme Town Clerk's Office and on the Town of East Lyme website [www.eltownhall.com](http://www.eltownhall.com).

Interested persons are invited to attend and be heard.

Dated at East Lyme, Connecticut, on this 1st day of November 2023.

**EAST LYME BOARD OF SELECTMEN**

Town of East Lyme  
Board of Selectman Meeting 11-1-23  
Department Level Budget Request FY2025

<b>Youth and Family Services Budget</b>	<b>FY2025</b>
Youth and Family Services Director	\$ 75,000
PT Therapist 1- Hired (Currently ARPA Funded)	\$ 32,396
PT Therapist 2	\$ 32,396
Wellness/Prevention Coordinator	\$ 32,663
<b>Projected Wages</b>	<b>\$ 172,455</b>
Office Supplies	\$ 1,000
Training and Professional Education	\$ 1,500
Software and Technology	\$ 2,500
Misc Supplies	\$ 2,500
<b>Projected Non-Salary Expenses</b>	<b>\$ 7,500</b>
<b>Projected Total Budget</b>	<b>\$ 179,955</b>

**DRAFT ESTIMATE**

**NOT INCLUDING GRANTS**

TO: KEVIN SEERY  
FROM: TRACY COLLINS  
RE: YOUTH, FAMILY AND HUMAN SERVICES COMMISSION  
DATE: OCTOBER 27, 2023

You have asked us to prepare an Ordinance establishing a Youth, Family and Human Services Commission which will address the needs of the citizens of East Lyme from youth (defined in state statute as birth to 18 years of age) to seniors. The Commission will also serve the youth of the Town of Salem. East Lyme currently has an ordinance establishing a Youth Services Commission as follows:

**“§ 31.10 YOUTH SERVICES COMMISSION.**

(A) There shall be a seven-member Commission on Youth Services. The Commission shall act as an advisory board to the Board of Selectmen with regard to those matters which relate to the youth of the town, and shall plan, coordinate and oversee the implementation of programs of the Commission to meet the needs of such young people.

(B) The Commission on Youth Services shall adhere to the Connecticut Youth Services Association Mission Statement as established by Connecticut General Statutes in promoting the healthy development of East Lyme/Salem children, youth and families through advocacy, education and training.

(C) (1) The Commission shall be comprised of seven public members who shall be East Lyme residents and who have a primary interest in promoting the well being of the youth population of the town and may include representatives from public agencies with statutory responsibilities for youth and private sector organizations representing community social institutions.

(2) In addition, the following shall serve as ex officio members of the Commission:

- (a) One member designated by the Board of Education;
- (b) One member representing the Police Department;
- (c) One member who is a representative of East Lyme youths;
- (d) The Youth Services Administrator; and
- (e) A non-voting ex officio member from Salem.

(D) The terms of the public members of the Commission shall be four years. In 2006, three members shall be appointed for terms that expire on the first Monday of January, 2008 and four members shall be appointed for terms that expire on the first Monday of January, 2010.

(E) The Youth Services Administrator shall:

- (1) Serve as an ex officio member of the Commission on Youth Services;
- (2) Make recommendations to the Commission on Youth Services concerning needs of East Lyme youth and other matters concerning young people of the town;
- (3) Make recommendations to the Commission on Youth Services for plans and implementation of programs to meet the needs of East Lyme youth;
- (4) Coordinate and supervise the implementation of Commission-approved plans and programs;
- (5) Apply for and administer grant and benefit programs;
- (6) Work with the Commission to prepare the Commission budget;
- (7) Submit written reports as required, and cooperate with the Chairperson of the Commission in writing the annual report to be submitted to the Board of Selectmen, summarizing the year's activities, plans and recommendations for the future;
- (8) Develop and implement programs with other agencies related to youth; and
- (9) Remain accessible to East Lyme/Salem youths."

Youth Services Bureaus (or Commissions) are governed by Conn. Gen. Stat. §10-19n and Connecticut State Regulations 10-19m1-10 which became effective on July 1, 2019. Copies are attached as Exhibit A.

It is important to note that according to Conn. Gen. Stat. 10-19n all the requirements of governing youth services bureaus must be met in order to qualify for state grants and no grants are available for capital expenditures of such bureaus.

In addition to the Youth Services Commission East Lyme has an ad hoc organization known as the East Lyme Youth Coalition which was formed to fulfill certain grant requirements that our current Ordinance does not.

The new ordinance will form a new combined Youth, Family and Human Services Commission and will harness the energy and momentum of both the Youth Services Commission and the Youth Coalition to greatly expand services to East Lyme/Salem youth, and East Lyme families and senior citizens. A copy of the draft ordinance is attached for your consideration as Exhibit B.

KeyCite Yellow Flag - Negative Treatment  
Proposed Legislation

Connecticut General Statutes Annotated
Title 10. Education and Culture (Refs & Annos)
Chapter 164. Educational Opportunities (Refs & Annos)
Part I. General

C.G.S.A. § 10-19m

§ 10-19m. Youth service bureaus. Report. Regulations

Effective: July 1, 2019

Currentness

(a) For the purposes of this section, "youth" means a person from birth to eighteen years of age. Any one or more municipalities or any one or more private youth-serving organizations, designated to act as agents of one or more municipalities, may establish a multipurpose youth service bureau for the purposes of evaluation, planning, coordination and implementation of services, including prevention and intervention programs for delinquent, predelinquent, pregnant, parenting and troubled youths referred to such bureau by schools, police, juvenile courts, adult courts, local youth-serving agencies, parents and self-referrals. A youth service bureau shall be the coordinating unit of community-based services to provide comprehensive delivery of prevention, intervention, treatment and follow-up services.

(b) A youth service bureau established pursuant to subsection (a) of this section may provide, but shall not be limited to the delivery of, the following services: (1) Individual and group counseling; (2) parent training and family therapy; (3) work placement and employment counseling; (4) alternative and special educational opportunities; (5) recreational and youth enrichment programs; (6) outreach programs to insure participation and planning by the entire community for the development of regional and community-based youth services; (7) preventive programs, including youth pregnancy, youth suicide, violence, alcohol and drug prevention; and (8) programs that develop positive youth involvement. Such services shall be designed to meet the needs of youths by the diversion of troubled youths from the justice system as well as by the provision of opportunities for all youths to function as responsible members of their communities.

(c) The Commissioner of Children and Families shall adopt regulations, in accordance with the provisions of chapter 54, establishing minimum standards for such youth service bureaus and the criteria for qualifying for state cost-sharing grants, including, but not limited to, allowable sources of funds covering the local share of the costs of operating such bureaus, acceptable in-kind contributions and application procedures. The commissioner shall, on December 1, 2011, and biennially thereafter, report to the General Assembly on the referral or diversion of children under the age of eighteen years from the juvenile justice system and the court system. Such report shall include, but not be limited to, the number of times any child is so diverted, the number of children diverted, the type of service provided to any such child, by whom such child was diverted, the ages of the children diverted and such other information and statistics as the General Assembly may request from time to time. Any such report shall contain no identifying information about any particular child.

Credits





(1958 Rev., §§ 17-443, 17a-39; 1976, P.A. 76-127, §§ 1 to 3, eff. May 4, 1978; 1978, P.A. 78-183, § 1, eff. July 1, 1978; 1989, P.A. 89-191, § 3; 1991, P.A. 91-146, § 1, eff. May 28, 1992; 1993, P.A. 93-91, § 1, eff. July 1, 1993; 1993, P.A. 93-432, § 1, eff. July 1, 1993; 1995, P.A. 95-339, § 1, eff. July 1, 1995; 2006, P.A. 06-196, § 62, eff. June 7, 2006; 2007, June Sp.Sess., P.A. 07-4, § 78, eff. Jan. 1, 2010; 2009, Sept.Sp.Sess., P.A. 09-7, § 78, eff. Jan. 1, 2010; 2009, Sept.Sp.Sess., P.A. 09-7, § 89, eff. July 1, 2012; 2011, P.A. 11-136, §§ 5, 6, eff. July 1, 2011; 2019, P.A. 19-117, § 252, eff. July 1, 2019.)

#### Editors' Notes

#### Relevant Additional Resources

Additional Resources listed below contain your search terms.

### HISTORICAL AND STATUTORY NOTES

#### Transfer of Section

This section, formerly set out as § 17-443, was transferred to § 17a-39 in Gen.St., Rev. to 1991.

This section, formerly set out as C.G.S.A. § 17a-39, was transferred to C.G.S.A. § 10-19m in Gen.St., Rev. to 1997.

#### Codification

The terms "commissioner of children and youth services", "department of children and youth services", and "council on children and youth services" have been changed to "commissioner of children and families", "department of children and families", and "council on children and families", respectively, pursuant to 1993, P.A. 93-91, § 1.

Gen.St., Rev. to 1997, changed the section heading from "Youth service bureaus. Commissioner's annual report. Regulations" to "Youth service bureaus. Annual report. Regulations".

Section heading was changed to conform to the 2018 Supplement to the Connecticut General Statutes.

#### Derivation:

1958 Rev., § 17-442.

1975, P.A. 75-487, §§ 1 to 4.

1976, P.A. 76-127, § 4.

### ADMINISTRATIVE CODE REFERENCES

§ 10-19m. Youth service bureaus. Report. Regulations, CT ST § 10-19m

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State Board of Education, the youth service bureau grant program,

- Application for funding, see Regs. Conn. State Agencies, § 10-19m-4.
- Cost sharing, see Regs. Conn. State Agencies, § 10-19m-6.
- Renewal, see Regs. Conn. State Agencies, § 10-19m-9.

Footnotes

1

C.G.S.A. § 4-166 et seq.

C. G. S. A. § 10-19m, CT ST § 10-19m

The statutes and Constitution are current with all enactments of the 2023 Regular Session and the 2023 September Special Session.

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Regulations of Connecticut State Agencies

Title 10. Education and Culture

State Board of Education

the Youth Service Bureau Grant Program (Refs & Annos)

Regs. Conn. State Agencies § 10-19m-1

## Sec. 10-19m-1. Definitions

Currentness

As used in sections 10-19m-1 to 10-19m-10, inclusive, of the Regulations of Connecticut State Agencies:

- a) "Bureau" means Youth Service Bureau.
- b) "Commissioner" means Commissioner of Education.
- c) "Department" means the Department of Education.
- d) "Justice System" means police, courts, probation or correctional agencies.
- e) "Youth" means any person from birth to eighteen (18) years of age.
- f) "Youth Service Bureau" means an agency operated directly by one or more municipalities or a private agency designated to act as an agent of one or more municipalities for the purpose of evaluation, planning, coordination and implementation of prevention, intervention and treatment services for delinquent, pre-delinquent, pregnant, parenting and troubled youth, and for the provision of opportunities for youth to develop positively and to function as responsible members of their communities.

### Credits

(Added effective February 1, 1994; Transferred and Amended effective November 9, 1998, formerly 17a-39-1 to 17a-39-11.)

<Statutory Authority: C.G.S.A. § 10-19m>

**Sec. 10-19m-1. Definitions, CT ADC § 10-19m-1**

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**Regs. Conn. State Agencies § 10-19m-1, CT ADC § 10-19m-1**

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Regulations of Connecticut State Agencies

Title 10. Education and Culture

State Board of Education

the Youth Service Bureau Grant Program (Refs & Annos)

Regs. Conn. State Agencies § 10-19m-2

**Sec. 10-19m-2. Minimum standards and criteria to qualify for state cost sharing grants**

Currentness

(a) A Bureau shall be responsible to the chief elected official of the municipality or of the sponsoring municipality if the Bureau serves more than one municipality or his duly authorized representative.

(b) A Bureau shall have an Advisory Board of no less than seven members, who shall be appointed by and responsible to the chief elected official of the municipality or his duly authorized designee or as otherwise provided in the municipal charter. This Board shall advise and make recommendations on overall policy and program direction for the Bureau.

(1) The Advisory Board shall be comprised of representatives from public agencies with statutory responsibility for youth and private sector organizations representing community social institutions. These representatives shall include at least one member who is under 21 years of age at the time of appointment, one member who is a representative of the school system, one member who is a representative of the police department, and one member who is a representative of a private youth serving agency. The youth and police representatives may be liaison, non-voting members of the Board if such representatives are not electors in the town. At least one-third of the total membership shall be individuals who are interested in youth services and who receive less than fifty percent of their income by delivering services to youth.

(2) The Advisory Board of a Bureau involving two or more municipalities shall have at least one duly appointed representative from each municipality.

(3) Upon the request of the chief elected official of the municipality, the Department may waive the size and composition requirements for an Advisory Board if the composition of the commission is established by a municipal charter or, in the case of a private agency designated to act as the youth service bureau, if the board of directors established by the by-laws of agency provides comparable citizen representation. Additionally, the Department may waive the requirement of the composition of the Advisory Board when one or more of the agencies mentioned in subsection (b)(1) of this section do not exist.

(c) A Bureau shall:

(1) Perform all the management functions necessary to administer the Bureau and all of its programs in accordance with Sections 10-19m-1 to 10-19m-10, inclusive.

(2) Conduct research which will assess the needs of youth and the availability of existing services and resources capable of meeting those needs.

(3) Conduct a resource development program to improve services, fill service delivery gaps and create or encourage innovative approaches and programs to meet assessed youth needs.

(4) Conduct community involvement programs to promote public knowledge and understanding of youth problems and needs, and foster positive community change.

(5) Advocate for and assist individual youth in obtaining and utilizing available human resources.

(6) Advocate on behalf of groups of youth with unmet needs.

(d) A Bureau shall be responsible for the development and maintenance, either directly, or contractually or by referral, of services that respond to:

(1) Youth who are, or who potentially could be, in contact with the justice system.

(2) Youth who are without the support or protective environment necessary for normal development.

(3) Youth who manifest behavior which is potentially detrimental to themselves.

(4) The primary prevention needs in the community.

(e) Each Bureau shall state in writing its purposes, programs and services offered in a form suitable for distribution to youth and their families, referral sources, funding sources, and the public. Programs and services shall bear a direct relationship to the stated purposes of the Bureau, shall be based upon identified needs in the community, and shall have the potential to divert youth from the justice system, promote positive youth development and provide opportunities for youth to function as responsible members of the community.

Sec. 10-19m-2. Minimum standards and criteria to qualify for..., CT ADC § 10-19m-2

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(f) Each Bureau shall ensure that all services are noncoercive and that the confidentiality of the records of individuals receiving services is maintained.

(g) Each Bureau shall develop and maintain, in a manner satisfactory to the Department, the data necessary to determine and evaluate the impact of its administrative and services delivery programs. Each Bureau shall provide reports and information as may be specified in the application for funding or required by the Department from time to time.

**Credits**

(Added effective February 1, 1994; Transferred and Amended effective November 9, 1998, formerly 17a-39-1 to 17a-39-11.)

<Statutory Authority: C.G.S.A. § 10-19m>

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Regs. Conn. State Agencies § 10-19m-2, CT ADC § 10-19m-2

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Regulations of Connecticut State Agencies

Title 10. Education and Culture

State Board of Education

the Youth Service Bureau Grant Program (Refs & Annos)

Regs. Conn. State Agencies § 10-19m-3

### Sec. 10-19m-3. Joint planning committee

#### Currentness

The Commissioner shall designate a Youth Service Bureau Committee representing a cross section of Bureau and Department staff which shall develop a mutually agreed upon method to assess a program's effectiveness.

#### Credits

(Added effective February 1, 1994; Transferred and Amended effective November 9, 1998, formerly 17a-39-1 to 17a-39-11.)

<Statutory Authority: C.G.S.A. § 10-19m>

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Regs. Conn. State Agencies § 10-19m-3, CT ADC § 10-19m-3

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Regulations of Connecticut State Agencies
Title 10. Education and Culture
State Board of Education
the Youth Service Bureau Grant Program (Refs & Annos)

Regs. Conn. State Agencies § 10-19m-4

### Sec. 10-19m-4. Application for funding

Currentness

(a) For the purpose of receiving state funding to establish, expand, or operate a Bureau under Sections 10-19m to 10-19o, inclusive, of the General Statutes, a municipality shall submit an application to the Department. Applications shall be submitted in a format and according to instructions issued by the Department.

(b) One municipality shall be designated as the sponsor for purposes of administrative and fiscal accountability if the Bureau serves more than one town. Written assurances binding participating municipalities to the terms of the grant proposal shall be included in the application.

(c) An application shall include assurances, including all supporting narrative statements, program descriptions and documentation, that the Bureau designated by the municipality is, or within the period of award will be, in full compliance with the standards set forth in Sections 10-19m to 10-19p, inclusive, of the General Statutes and in Sections 10-19m-1 to 10-19m-10, inclusive, of the Regulations of Connecticut State Agencies.

(1) Such information shall demonstrate that the Bureau is performing or will perform the following functions: administration; research; resource development; community involvement; youth advocacy; and data collection, including records management, evaluation and reporting.

(2) Such information shall demonstrate that the direct services the Bureau is providing, or will provide, address the needs of youth designated in Section 10-19m-2 (d) of Sections 10-19m-1 to 10-19m-10, inclusive.

(d) An application shall include assurances that the chief elected official of the municipality has been duly authorized to make application for a state cost sharing grant and that the local matching funds have been obligated for this purpose.

(e) An application shall provide information on the membership and function of the Advisory Board in a format and detail prescribed by the Department.

Sec. 10-19m-4. Application for funding, CT ADC § 10-19m-4

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(f) An application shall include a budget in a format prescribed by the Department.

Credits

(Added effective February 1, 1994; Transferred and Amended effective November 9, 1998, formerly 17a-39-1 to 17a-39-11.)

<Statutory Authority: C.G.S.A. § 10-19m>

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Regs. Conn. State Agencies § 10-19m-4, CT ADC § 10-19m-4

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Regulations of Connecticut State Agencies

Title 10. Education and Culture

State Board of Education

the Youth Service Bureau Grant Program (Refs & Annos)

Regs. Conn. State Agencies § 10-19m-5

### Sec. 10-19m-5. Budget amendments

#### Currentness

Budget amendments to approved Bureau applications shall be submitted to the Department prior to implementation. The Department may disallow an amendment which would result in improper local match, noncompliance with minimum standards or where the Commissioner determines that a proposed expenditure is unsupportable.

#### Credits

(Added effective February 1, 1994; Transferred and Amended effective November 9, 1998, formerly 17a-39-1 to 17a-39-11.)

<Statutory Authority: C.G.S.A. § 10-19m>

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Regs. Conn. State Agencies § 10-19m-5, CT ADC § 10-19m-5

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Regulations of Connecticut State Agencies

Title 10. Education and Culture

State Board of Education

the Youth Service Bureau Grant Program (Refs & Annos)

Regs. Conn. State Agencies § 10-19m-6

### Sec. 10-19m-6. Cost sharing

Currentness

(a) The Department shall share in the costs of each Bureau which has been awarded a grant pursuant to Sections 10-19m to 10-19p, inclusive, of the General Statutes, at the rate of no more than fifty (50) percent of the actual fiscal year cost, or the maximum dollar amounts set for state grants under Sections 10-19m to 10-19p, inclusive, of the General Statutes, whichever is less. Costs that will be shared by the Department include:

(1) Salaries and related costs for the director and other employees who perform administrative functions, as well as the salaries and related costs of employees who provide direct services.

(2) Operating expenses directly related to the operation of the administrative unit or direct services, including rent or lease cost for office or other necessary space, consumable supplies, equipment maintenance and repair, communications, copying, utilities, heat, custodial services, essential travel and training, and other services which directly and specifically support the operation of the administrative unit and direct services.

(3) Costs of contractual services for the necessary functions of the administrative unit or direct services.

(b) The local share of the costs of operating the Bureau shall be based on the expenditure of municipal revenue, which may include Community Development or other federal funds, as determined by the Department, which may reasonably be expected to continue in ensuing years.

(c) The value of allowable in-kind contributions may not exceed fifty percent (50%) of the local share of the costs of a Bureau. Allowable in-kind contributions shall include the fair market rental or lease value or the actual costs of office or other necessary space, utilities, heat, telephone, copying, consumable supplies, equipment maintenance and travel.

(d) All unexpended state funds shall be returned to the Department within 90 days of the close of the fiscal year.

Sec. 10-19m-6. Cost sharing, CT ADC § 10-19m-6

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Credits

(Added effective February 1, 1994; Transferred and Amended effective November 9, 1998, formerly 17a-39-1 to 17a-39-11.)

<Statutory Authority: C.G.S.A. § 10-19m>

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Regs. Conn. State Agencies § 10-19m-6, CT ADC § 10-19m-6

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Regulations of Connecticut State Agencies  
Title 10. Education and Culture  
State Board of Education  
the Youth Service Bureau Grant Program (Refs & Annos)

Regs. Conn. State Agencies § 10-19m-7

Sec. 10-19m-7. Financial records

Currentness

A complete and separate accounting of state funds and funds used as local match shall be maintained by the applicant. This accounting shall be subject to audit for three years following the end of the period of award. Up to three interim statements of expenditures and income shall be submitted to the Department on forms it provides and at the times it determines.

**Credits**

(Added effective February 1, 1994; Transferred and Amended effective November 9, 1998, formerly 17a-39-1 to 17a-39-11.)

<Statutory Authority: C.G.S.A. § 10-19m>

Current with material published on the CT eRegulations System through 12/20/2022.

Regs. Conn. State Agencies § 10-19m-7, CT ADC § 10-19m-7

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Regulations of Connecticut State Agencies  
Title 10. Education and Culture  
State Board of Education  
the Youth Service Bureau Grant Program (Refs & Annos)

Regs. Conn. State Agencies § 10-19m-8

**Sec. 10-19m-8. Inspection and examination**

**Currentness**

(a) The records and facilities of a Bureau approved for state aid by the Department shall be available to and open for examination or inspection by any duly authorized representative of the Department.

(b) If, after inspection and examination, the Department finds that a Bureau receiving funds pursuant to this Section is not being maintained in substantial compliance with law, or with Sections 10-19m-1 to 10-19m-10, inclusive, the Department shall give notice of its findings to the chief elected official of the municipality and to the Bureau Director. Unless deficiencies are corrected to the satisfaction of the Commissioner, state funds for the maintenance and operation of the Bureau may be discontinued commencing 90 days after receipt of the notice, at the discretion of the Commissioner.

(c) If given notice that funding is in jeopardy, a Bureau may, within 30 days of receipt of said notice, correct deficiencies and request a reinspection, which will be scheduled within 60 days of said request. Each funded Bureau shall have the right, without prejudice, to bring to the attention of the Department any alleged misapplication or capricious enforcement of regulations by any departmental representative, or any substantial difference of opinion, as may occur between the Bureau and any departmental representative concerning the proper application of Sections 10-19m-1 to 10-19m-10, inclusive. The Commissioner, or his designee, shall act as final arbiter of any such dispute.

**Credits**

(Added effective February 1, 1994; Transferred and Amended effective November 9, 1998, formerly 17a-39-1 to 17a-39-11.)

<Statutory Authority: C.G.S.A. § 10-19m>

Current with material published on the CT eRegulations System through 12/20/2022.

Regs. Conn. State Agencies § 10-19m-8, CT ADC § 10-19m-8

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Regulations of Connecticut State Agencies

Title 10. Education and Culture

State Board of Education

the Youth Service Bureau Grant Program (Refs & Annos)

Regs. Conn. State Agencies § 10-19m-9

### Sec. 10-19m-9. Renewal

Currentness

An application for continued state funding shall be submitted each year. Contingent on the availability of funds and based on an evaluation as to whether an existing Bureau is meeting minimum standards, effectively providing programs and services, and is in compliance with the goals of Sections 10-19m to 10-19p, inclusive, of the General Statutes, and the requirements of Sections 10-19m-1 to 10-19m-10, inclusive, the Bureau may be considered for refunding.

#### Credits

(Added effective February 1, 1994; Transferred and Amended effective November 9, 1998, formerly 17a-39-1 to 17a-39-11.)

<Statutory Authority: C.G.S.A. § 10-19m>

Current with material published on the CT eRegulations System through 10/24/2023.

Regs. Conn. State Agencies § 10-19m-9, CT ADC § 10-19m-9

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Connecticut General Statutes Annotated  
Title 10. Education and Culture (Refs & Annos)  
Chapter 164. Educational Opportunities (Refs & Annos)  
Part I. General

C.G.S.A. § 10-19n

§ 10-19n. State aid for establishment and expansion of youth service bureaus

Effective: July 1, 2019

Currentness

To assist municipalities and private youth-serving organizations designated to act as agents for such municipalities in establishing, maintaining or expanding such youth service bureaus, the state, acting through the Commissioner of Children and Families, shall provide cost-sharing grants, subject to the provisions of this section for (1) the cost of an administrative core unit and (2) the cost of the direct services unit provided by such youth service bureau. No state grant shall be made for capital expenditures of such bureaus. All youth service bureaus shall submit a request for a grant, pursuant to this section and sections 10-19m and 10-19o, on or before May fifteenth of the fiscal year prior to the fiscal year for which such grant is requested.

**Credits**

(1958 Rev., §§ 17-443a, 17a-40; 1978, P.A. 78-183, § 2, eff. July 1, 1978; 1983, P.A. 83-78; 1993, P.A. 93-91, § 1, eff. July 1, 1993; 1993, P.A. 93-432, § 2, eff. July 1, 1993; 1995, P.A. 95-339, § 2, eff. July 1, 1995; 1996, P.A. 96-178, § 9, eff. July 1, 1996; 2019, P.A. 19-117, § 253, eff. July 1, 2019.)

**C. G. S. A. § 10-19n, CT ST § 10-19n**

The statutes and Constitution are current with all enactments of the 2022 Regular Session and the 2022 November Special Session.

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Ordinance §31.10 entitled "Youth Services Commission" is hereby repealed and replaced as follows:

**ORDINANCE ESTABLISHING A YOUTH, FAMILY AND HUMAN SERVICES COMMISSION FOR THE TOWN OF EAST LYME**

**Section 1. Authority**

Pursuant to Chapter 164, Section 10-19m of the Connecticut General Statutes, as may be amended from time to time, there is hereby established a Youth, Family and Human Services Commission for the Town of East Lyme.

**Section 2. Purpose**

The Commission shall act as an advisory board to the Board of Selectmen and shall be responsible for providing outreach, community education, and services to meet the needs of youth in the Towns of East Lyme/Salem and families and individuals in the Town of East Lyme from youth to senior citizens.

**Section 3. Duties**

The Commission will be responsible for receiving and reviewing youth and social services program reports to identify issues and trends and make recommendations. The Commission shall perform community outreach, seek potential partnerships for the Youth, Family and Human Services Program and provide services and programs as needed. The Commission shall distribute Youth, Family and Human Services Program materials to the community and work to identify youth, families, senior citizens, and individuals in need.

**Section 4. Commission Membership**

The Commission shall be composed of not less than seven (7) members appointed by the Board of Selectmen, who shall serve for a four (4) year term. Said appointees shall all be Town of East Lyme resident electors and include at least one representative from the school system, police department, a private youth-serving agency, a youth under the age of twenty-one (21) at the time of appointment, a senior citizen, and a community-at-large member. In addition, a non-voting member of the Town of Salem and the Director of the Youth, Family and Human Services Commission shall act as ex-officio members. At least one-third of the total membership shall be individuals who are interested in youth services and who receive less than fifty percent of their income by delivering services to youth.

**Section 5. Terms**

The terms of the members of the Commission shall be four years. In 2027, three members shall be appointed for terms that expire on the first Monday of January, 2031



and four members shall be appointed for terms that expire on the first Monday of January, 2033.

## **Section 6. Effective Date**

This Ordinance shall become effective ten (10) days after publication of notice of its adoption as required by the Town Charter and State law.