

EAST LYME BOARD OF SELECTMEN
REGULAR MEETING MINUTES
DECEMBER 6, 2023

IN ATTENDANCE: Dan Cunningham, Ann Cicchiello, Rose Ann Hardy, Candice Carlson, Don MacKenzie and Jason Deeble
ALSO IN ATTENDANCE: Town Attorney Tracy Collins

Mr. Cunningham called the regular meeting of the East Lyme Board of Selectmen to order at 7:00 p.m. and Mr. Paul "Wally" Christensen led the Pledge of Allegiance.

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

1c. Delegations
There were none.

1d. Approve Minutes

MOTION (1)

Ms. Cicchiello MOVED to approve the special meeting minutes of November 14, 2023, submitted.

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

MOTION (2)

Ms. Cicchiello MOVED to approve the public hearing minutes of November 15, 2023, as submitted.

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

MOTION (3)

Ms. Cicchiello MOVED to approve the regular meeting minutes of November 15, 2023, as submitted.

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

1e. Consent Calendar

MOTION (4)

Ms. Cicchiello MOVED to approve the Consent Calendar for December 6, 2023, in the amount of \$5,849.52.

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

1f. East Lyme High School Boys Soccer Team

Coach Paul "Wally" Christensen, Assistant Coach Jeff Handler, and members of the boys high school soccer team were present, and all introduced themselves to the Board. Congratulations to the boys on this year's win! Coach Christensen thanked the Town, the parents, the school and the community for all of the support the kids receive.

2a. Cini Dock Fishing Leases Subcommittee

MOTION (5)

Ms. Cicchiello MOVED to appoint Jason Deeble, Don MacKenzie and Rose Ann Hardy to the Cini Dock Fishing Lease Subcommittee.

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

RECEIVED FOR RECORD
EAST LYME, CT
2023 DEC 12 P 1:52
Candy Christensen
TOWN CLERK

3a. Deputy First Selectman

MOTION (6)

Mr. Deeble **MOVED** to appoint Ann Cicchiello, 11 Village Drive, East Lyme to serve as the Deputy First Selectman with a term to expire on December 1, 2025.

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

3b. 2nd Deputy First Selectman

MOTION (7)

Ms. Cicchiello **MOVED** to appoint Jason Deeble, 5 MacKinnon Place, East Lyme, as 2nd Deputy First Selectman with a term to expire on December 1, 2025.

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

3c. CT DOT Master Municipal Agreement

This item is tabled to the next regular meeting.

3d. 2023 DESPP Homeland Security Grant

MOTION (8)

Ms. Cicchiello **MOVED** the following:

RESOLVED, that the Board of Selectmen may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security, any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that Daniel R. Cunningham, as First Selectman of the Town of East Lyme, is authorized and directed to execute and deliver any and all documents on behalf of the Board of Selectmen and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents.

The undersigned further certifies that Daniel R. Cunningham now holds the office of First Selectman and that he has held that office since December 4, 2023.

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

3e. Ex-Officio Appointments

MOTION (9)

Ms. Cicchiello **MOVED** to approve the 2024/2025 Ex-Officio list of assignments, as submitted and attached hereto as Exhibit 1.

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

3f. Appointments

MOTION (10)

Ms. Cicchiello **MOVED** to appoint Michelle Royce Williams, 2 Barrett Drive, Niantic, to serve as a Member on the Water & Sewer Commission on behalf of the Town of East Lyme with a term to expire on January 5, 2026.

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

MOTION (11)

Ms. Cicchiello **MOVED** to appoint Justin Porter, Deputy Public Works Director, as the Alternate SCRRA Representative for the Town of East Lyme with a term to expire on January 3, 2028.

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

MOTION (12)

Ms. Hardy **MOVED** to appoint the following people to serve as Members on the Commission on Aging on behalf of the Town of East Lyme with a term to expire on January 3, 2028:

Ilene Harris, 27 Stonewood Drive, Niantic

Mike Bekech, 84 Hope Street, Niantic

Joseph Palazzo, 43 Sleepy Hollow Road, Niantic

Joan Bengtson, 67 Walnut Hill Road, East Lyme

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

MOTION (13)

Ms. Cicchiello **MOVED** to appoint Michael Meinz, 1 Goldfinch Terrace, East Lyme, to serve as a Member on the Cable TV Advisory Council of Eastern Connecticut on behalf of the Town of East Lyme with a term to expire on January 3, 2028.

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

MOTION (14)

Ms. Hardy **MOVED** to appoint the following people to serve as Members on the Commission for Conservation of Natural Resources on behalf of the Town of East Lyme with a term to expire on January 3, 2028:

Harvey Beeman, 11 Green Valley Lakes Road, East Lyme

Penelope Howell-Heller, 61 E. Pattagansett Road, Niantic

Stephen Dinsmore, 57 Chesterfield Road, East Lyme

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

MOTION (15)

Ms. Cicchiello **MOVED** to appoint Michael Finkelstein, East Lyme Police Department, as the Emergency Management Director for the Town of East Lyme with a term to expire on January 3, 2028.

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

MOTION (16)

Ms. Cicchiello **MOVED** to appoint Julie Wilson, East Lyme Emergency Management, as the Emergency Management Deputy Director for the Town of East Lyme with a term to expire on January 3, 2028.

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

MOTION (17)

Ms. Cicchiello **MOVED** to appoint Nicholas Menapace, 38 Hope Street, Unit 97, Niantic, to serve as an Alternate Member on the Historic Properties Commission on behalf of the Town of East Lyme with a term to expire on January 3, 2028.

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

MOTION (18)

Ms. Cicchiello **MOVED** to appoint Donna Massung, 68 Dean Road, East Lyme, to serve as an Alternate Member on the Historic Properties Commission on behalf of the Town of East Lyme with a term to expire on January 3, 2028.

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

MOTION (19)

Ms. Cicchiello **MOVED** to appoint Mark Christensen, 66 Grassy Hill Road, East Lyme, to serve as a Member on the Historic Properties Commission on behalf of the Town of East Lyme with a term to expire on January 3, 2028.

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

MOTION (20)

Ms. Cicchiello **MOVED** to appoint Anthony Attanasio, 97 West Main Street, Niantic, to serve as a Member on the Historic Properties Commission on behalf of the Town of East Lyme with a term to expire on January 3, 2028.

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

MOTION (21)

Ms. Cicchiello **MOVED** to appoint Leonard Salter, 3 Pepperidge Lane, East Lyme, to serve as a Member on the Inland Wetlands Agency on behalf of the Town of East Lyme with a term to expire on January 3, 2028.

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

MOTION (22)

Ms. Cicchiello **MOVED** to appoint Doreen Rhein, 5 Irvingdell Place, East Lyme, to serve as a Member on the Inland Wetlands Agency on behalf of the Town of East Lyme with a term to expire on January 3, 2028.

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

MOTION (23)

Ms. Cicchiello **MOVED** to appoint Phyllis Berger, 32 W. Pattagansett Road, Niantic, to serve as a Member on the Inland Wetlands Agency on behalf of the Town of East Lyme with a term to expire on January 3, 2028.

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

MOTION (24)

Ms. Cicchiello **MOVED** to appoint Donald Phimister, 18 Latimer Drive, East Lyme, to serve as a Member on the Inland Wetlands Agency on behalf of the Town of East Lyme with a term to expire on January 3, 2028.

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

MOTION (25)

Ms. Cicchiello **MOVED** to appoint Eric Kanter, 27 Wells Street, Niantic, to serve as a Member on the East Lyme Harbor Management Shellfish Commission on behalf of the Town of East Lyme with a term to expire on January 3, 2028.

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

MOTION (26)

Ms. Cicchiello **MOVED** to appoint Stephen Dinsmore, 57 Chesterfield Road, East Lyme, to serve as a Member on the East Lyme Harbor Management Shellfish Commission on behalf of the Town of East Lyme with a term to expire on January 3, 2028.

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

MOTION (27)

Ms. Cicchiello **MOVED** to appoint Donald Landers, Jr., 3 Beach Avenue, Niantic, to serve as a Member on the East Lyme Harbor Management Shellfish Commission on behalf of the Town of East Lyme with a term to expire on January 3, 2028.

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

MOTION (28)

Ms. Cicchiello **MOVED** to appoint Michael Strube, 13 Bayview Avenue, Niantic, to serve as an Alternate Member on the Zoning Board of Appeals on behalf of the Town of East Lyme with a term to expire on January 3, 2028.

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

MOTION (29)

Ms. Cicchiello **MOVED** to appoint Steven Carpenteri, 25 Harvest Glen, East Lyme, to serve as a Member on the Zoning Board of Appeals on behalf of the Town of East Lyme with a term to expire on January 3, 2028.

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

MOTION (30)

Ms. Cicchiello **MOVED** to appoint Kevin Mace, 25 Pattagansett Drive, East Lyme, to serve as a Member on the Zoning Board of Appeals on behalf of the Town of East Lyme with a term to expire on January 3, 2028.

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

3g. Authorize First Selectman to Sign Check Registers

MOTION (31)

Ms. Cicchiello **MOVED** that the Board of Selectmen delegates to the First Selectman, Daniel Cunningham, and upon the absence or disability of the First Selectman, to the Deputy First Selectman, Ann Cicchiello, the Board's obligation to sign the orders of the Board of Selectmen on the Town Treasury for payment of regularly budgeted expenses of the Town, with exception of those of a capital nature over \$50,000 where bids are required; and further that the signed orders, covering the period subsequent to the previous regular meeting of the Board, be presented at each regular meeting of the Board for review.

In the absence of the First Selectman and his Deputy, the First Selectman may delegate the obligation to sign the orders of the Board of Selectmen to the Second Deputy First Selectman for payment of the expenses of the Town.

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

3h. Authorize First Selectman to Sign Grant Applications

MOTION (32)

Ms. Cicchiello **MOVED** that the First Selectman is hereby authorized and directed to sign all grant applications and execute and deliver any and all documents on behalf of the Town of East Lyme for Fiscal Year 23/24 through Fiscal Year 24/25, and to do and perform all acts and things which he or she deems necessary or appropriate to carry out the terms of such documents, including but not limited to executing and delivering all applications contemplated by such documents.

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

3i. Board of Selectmen Code of Ethics
Tabled to next meeting.

3j. Amend Charge for STR Subcommittee

DISCUSSION: Mr. Cunningham explained that the subcommittee was created with two board members appointed to it; Anne Santoro from the Board of Selectmen and Anne Thurlow from the Zoning Commission. It is in the best interest of the subcommittee and the work they are doing to keep those members in place even though they are no longer on said board. It was decided that both Ms. Santoro and Ms. Thurlow will remain on the subcommittee as members, and that a member of the Board of Selectmen will be appointed as an ex-officio member, and that the charge be amended as such.

MOTION (33)

Mr. Deeble **MOVED** to accept the amended Charge for the Short-Term Rentals Subcommittee. Attached hereto as Exhibit 2.
Seconded by Ms. Carlson. Motion passed 6-0.

MOTION (34)

Mr. Cunningham **MOVED** to appoint Candice Carlson as the Board of Selectmen Ex-Officio Member to the Short-Term Rentals Subcommittee.
Seconded by Ms. Cicchiello. Motion passed 6-0.

4a. Ex-Officio Reports

Mr. Deeble Reported:

- The Board of Education showcased the following students; one student for her device that detects gas leaks, which is now in a collection in a museum in London; and a 6th grade student whose story was recently published, The Crystal Quest.
- Five-year contract granted for a collaboration with Stars to STEM.
- There was a discussion on how to appoint members to the board; a special meeting will be held on December 14th for further discussion.

Ms. Carlson Reported:

- From the Board of Education meeting, the Viking Valor Award was awarded to Lillie B. Haynes teacher, Alicia Rose.

Ms. Cicchiello Reported:

- At the Inland Wetlands meeting, a number of cease-and-desist orders were issued.
- A public hearing will be scheduled for an application on Overbrook Road.

4b. First Selectman's Report

Mr. Cunningham Reported:

- He attended a workshop at Camp Nett, hosted by SCRRA regarding future challenges anticipated with disposal of waste and refuse. They have some initiatives coming up that will help to educate our community on how we can do things differently to help solve this problem.
- He met with the DOT and the construction engineering firm, GM2, for a meet and greet to become familiar with this ongoing project. Mr. Cunningham encourages the public to check out the DOT project website for some great information at www.i-95eastlyme.com.
- Niantic Jingle Bell 5K is this Saturday morning starting at McCook's at 10am; registration opens at 8am.
- The annual Light Parade will be held on Saturday evening from 6-8; roads will be closed at 5pm.

5. Communications

There were none.

6. Public Comments

There were none.

7. Selectman's Response

There was none.

MOTION (35)

Ms. Cicchiello **MOVED** to adjourn the December 6, 2023, regular meeting of the Board of Selectmen at 7:50 p.m.

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

Respectfully Submitted,



Sandra Anderson
Recording Secretary

Exhibit 1

Town of



East Lyme

108 Pennsylvania Ave.
P.O. Drawer 519

Niantic, Connecticut 06357
Phone: (860) 739-6931
Fax: (860) 739-6930

TO: Board of Selectmen

DATE: December 6, 2023

RE: Board of Selectmen Ex-Officio Assignments 2024/2025

Dan Cunningham

Board of Finance 2nd Wed.
Police Commission 2nd Thurs.
Water & Sewer 4th Tues.

Candice Carlson

Parks and Rec
Youth Services
Historic Properties

2nd Thurs.
2nd Thurs.
1st Tues.

Don MacKenzie

WELSCO 3rd Thurs.
Planning Comm. 2nd Tues.

Jason Deeble

Brookside Farm Museum
Town Building
Harbor Mgt.

4th Weds.
See Schedule
3rd Tues.

Ann Cicchiello

Inland Wetlands 1st Tues.
Library See Schedule

Rose Ann Hardy

Zoning Commission
Comm. On Aging
Comm. Natural Resources

1st & 3rd Thurs.
2nd Mon.
2nd Wed.

Board of Education rotation as follows:
2nd and 4th Monday @ 6pm

January and July – Dan Cunningham
February and August – Ann Cicchiello
March and September – Don MacKenzie
April and October – Rose Ann Hardy
May and November – Jason Deeble
June and December – Candice Carlson

REVISED CHARGE TO THE AD HOC SHORT TERM RENTAL COMMITTEE

Whereas, the Town of East Lyme is aware that the rental of residential properties on short term basis as a matter of concern to many East Lyme residents, and

Whereas, the Board of Selectmen wishes to investigate the issue of short-term rentals to determine whether and to what extent they may be regulated, if there exists a need in East Lyme to regulate such practices and any other related issues.

Therefore, the Board of Selectmen hereby establishes the Ad Hoc Short-Term Rental Committee and requests that conduct its business as follows:

1. The Committee shall be comprised of eight (8) members at large, each one being a resident elector of East Lyme. The composition of the Committee will comply with the minority representation statute. Five (5) members shall constitute a quorum. All members shall be recommended and appointed by the Board of Selectmen. A representative of the Board of Selectmen shall serve as a non-voting, ex officio member of the Committee.
2. The Committee shall conduct its business in accordance with all laws and regulations governing the actions of municipal agencies, including the requirements of the Freedom of Information Act.
3. The Committee shall conduct at least two (2) public hearings to receive comments and input from East Lyme residents. The first shall be early in the process and the second one shall be held prior to the report of recommendations to be given to the Board of Selectmen.
4. The Committee shall report its findings and any recommendations to the Board of Selectmen no later than 90 days after its first meeting, and the Committee may request additional time if necessary.
5. Any Committee member who has a financial interest in a short-term rental shall disclose same at the first meeting of the Committee.

- Anne Santoro, R, Co-Chair
- Gary Cicchjello, D, At-Large, Co-Chair
- Anne Thurlow, U,
- Dan Beachy, D, Crescent Beach Association
- John Cellino, U, Black Point Beach Association
- Gary Farrugia, U, Saunders Point
- Paul Formica, R, President, Giant's Neck Beach Association
- Greg McIntire, D., Oak Grove Beach Association

Bos Ex-Officio Member
Candice Carlson