

EAST LYME BOARD OF SELECTMEN  
REGULAR MEETING MINUTES  
SEPTEMBER 3, 2025

PRESENT: Board of Selectmen Members Dan Cunningham, Rose Ann Hardy, Candice Carlson, Jason Deeble and Don MacKenzie

EXCUSED: Ann Cicchiello

Also in attendance: Chief Operating Officer Water & Sewer Ben North, Public Works Director Joe Bragaw, Town Attorney Tim Beasdale, and Fire Chief Bill Bundy

Mr. Cunningham called the regular meeting of the East Lyme Board of Selectmen to order at 7:54 p.m. and stated that the pledge had been performed at the public hearing.

1b. Additional Agenda & Consent Items

**MOTION (1)**

Mr. Deeble MOVED to move agenda item #2F to be heard earlier in the meeting as agenda item #2a1.

Seconded by Ms. Carlson. Motion passed 5-0

1c. Delegations

There were none.

1d. Approve Minutes

**MOTION (2)**

Ms. Carlson MOVED to approve the Public Hearing Minutes of August 6, 2025, as submitted.

Seconded by Mr. Deeble. ABSTAINED; Ms. Hardy. Motion passed 4-0-1.

**MOTION (3)**

Mr. Deeble MOVED to amend the August 6, 2025, regular meeting minutes as follows: Add the following to Motion #4, "Seconded by Ms. Carlson. Motion passed 4-0".

Seconded by Ms. Carlson. ABSTAINED; Ms. Hardy. Motion passed 4-0-1.

**MOTION (4)**

Mr. Deeble MOVED to approve the Regular Meeting Minutes of August 6, 2025, as amended.

Seconded by Ms. Carlson. ABSTAINED; Ms. Hardy. Motion passed 4-0-1.

1e. Consent Calendar

**MOTION (5)**

Mr. Deeble MOVED to approve the consent calendar for September 3, 2025, in the amount of \$9,387.11.

Seconded by Ms. Hardy. Motion passed 5-0.

2a. East Pattagansett Sidewalk Project Update

Tabled to the September 17<sup>th</sup> meeting.

2a1. Appointment of Mariaha Knight as Fire Inspector

Ms. Hardy made a motion to appoint Mariaha Knight as a Fire Inspector / Deputy Fire Marshal. After discussion by the Board with Fire Chief Bundy, it was discussed that Ms. Knight has yet to complete her Deputy Fire Marshal certification, the motion was withdrawn and reworded. As soon as Ms. Knight receives her Deputy Fire Marshal certification, the Board will appoint her to that position.

**MOTION (6)**

Ms. Hardy MOVED to appoint Mariah Knight as a Fire Inspector for the Town of East Lyme with a term to expire on January 5, 2026.

Seconded by Ms. Carlson. Motion passed 5-0.

2b. Sewer Connection Moratoria Ordinance

DISCUSSION: Mr. Cunningham noted that the ordinance now reflects a 3-year time limit, which can be extended if needed after discussion at that time. It also has a provision that the ordinance would be repealed if the Town can find the needed allocation before the 3-year moratorium expires.

**MOTION (7)**

Mr. Deeble MOVED that the Board of Selectmen approve and enact the proposed ordinance titled "Ordinance Establishing Moratoria on New Sewer Connections Over Certain Limits and on Applications for Allocation of Wastewater Treatment Capacity" as presented at the public hearings before the Board of Selectmen on August 6, 2025, and September 3, 2025, and that the effective date of the Ordinance shall be ten (10) days after newspaper publication of the notice of its adoption as provided by the Town's Charter.

Seconded by Ms. Hardy. Motion passed 5-0.

2c. Building Fees Ordinance

DISCUSSION: Mr. Cunningham stated that the originally filed ordinance had some fees and descriptions mixed up, so these amendments are not changing any fees but simply performing housekeeping to align the fees with the proper description of work. A public hearing will be scheduled to hear feedback from

2d. Schedule Public Hearing

**MOTION (8)**

Mr. Deeble MOVED the following: TOWN OF EAST LYME BOARD OF SELECTMEN NOTICE OF PUBLIC HEARING. NOTICE IS HEREBY GIVEN of a public hearing to be held by the East Lyme Board of Selectmen at 7:00 p.m. on September 17, 2025, at the East Lyme Town Hall, 108 Pennsylvania Avenue, Niantic, Connecticut to consider the following: Amendments to the Town of East Lyme § 150.015 FEES FOR BUILDING AND DEMOLITION PERMITS, Subsection (A), of the Town of East Lyme Building Ordinances. Copies of the full text of the proposed ordinance are on file for public inspection at the office of the East Lyme Town Clerk, 108 Pennsylvania Avenue, Niantic, Connecticut and at [www.eltownhall.com](http://www.eltownhall.com) to which reference may be had. Interested persons are invited to attend and be heard. Dated at East Lyme, Connecticut, on this 3rd day of September, 2025. East Lyme Board of Selectmen.

Seconded by Ms. Hardy. Motion passed 5-0.

2e. Appointments

**MOTION (9)**

Mr. Deeble MOVED to appoint Emily Fiore, 5 Atwood Drive, Niantic, as a Member on the Brookside Farm Museum Commission for the Town of East Lyme, with a term to expire on January 5, 2026..

Seconded by Mr. MacKenzie. Motion passed 5-0.

**MOTION (10)**

Ms. Hardy MOVED to appoint Danielle Deeble, 5 MacKinnon Place, East Lyme, as a Member on the Brookside Farm Museum Commission for the Town of East Lyme, with a term to expire on January 3, 2028.

Seconded by Ms. Carlson. ABSTAINED; Mr. Deeble. Motion passed 4-0-1.

3a. Oswegatchie Hills

**MOTION (11)**

Ms. Hardy MOVED the following: Resolved, that Daniel Cunningham, First Selectman of the Town of East Lyme be and hereby is authorized to execute on behalf of the Town of East Lyme a Grant Agreement and Conservation and Public recreation Easement and Agreement under the Open Space

and Watershed Land Acquisition Program with the State of Connecticut for financial assistance to acquire permanent interest in land known as Pattagansett River Watershed Preserve II-OSWA 616, and to manage said land as open space land pursuant to Section 7-131d of the Connecticut General Statutes.

As the East Lyme First Selectman, Daniel Cunningham serves as the Chief Executive Officer for the Town of East Lyme. Daniel Cunningham, First Selectman of the Town of East Lyme is hereby authorized to enter into such agreements, contracts, and execute all documents necessary to said grant with the State of Connecticut.

It is further certified that Daniel Cunningham, First Selectman of the Town of East Lyme was elected First Selectman. His term of office began on December 4, 2023, and will continue to December 1, 2025.

Seconded by Mr. Deeble. Motion passed 5-0.

3b. 278 Main Street Second Amendment Lease Agreement

**MOTION (12)**

Mr. Deeble MOVED the following: Resolved, that Daniel Cunningham, First Selectman of the Town of East Lyme be and hereby is authorized to execute on behalf of this municipal corporation a Second Amendment to Lease Agreement by and between Dominion Energy Nuclear Connecticut, Inc., and the Town of East Lyme, Connecticut. As the East Lyme First Selectman, Daniel Cunningham serves as the Chief Executive Officer for the Town of East Lyme. Daniel Cunningham, First Selectman of the Town of East Lyme is hereby authorized to enter into such agreements, contracts, and execute all documents necessary to said grant with the State of Connecticut. It is further certified that Daniel Cunningham, First Selectman of the Town of East Lyme was elected First Selectman. His term of office began on December 4, 2023, and will continue to December 1, 2025.

Seconded by Ms. Hardy. Motion passed 5-0.

3c. Blackhawk Lease Renewal

DISCUSSION:

**MOTION (13)**

Mr. Deeble MOVED the following: RESOLVED, that the First Selectman is authorized to execute a lease between the TOWN OF EAST LYME as Lessor and BLACKHAWK FISHING ENTERPRISES, INC. as Lessee for a portion of the dock and related area known as "Lease #4" in the "Cini Park Lease Areas" for a term of two years and two (2) two (2) year options to renew.

Seconded by Ms. Hardy. Motion passed 5-0.

3d. Cannabis Tax Projects Budget

**MOTION (14)**

Mr. Deeble MOVED to appropriate \$25,000 from the Local Municipal Cannabis Tax collected, to be expended on projects as presented and attached hereto as Exhibit #1.

Seconded by Ms. Hardy. Motion passed 5-0.

4a. Ex-Officio Reports and First Selectman's Report

Ms. Hardy reported:

- Zoning will have a meeting on September 4<sup>th</sup> and the approval of a Parks and Recreation special permit application for a dog park at Darrows Pond Park. The sign is posted, but it does not include the application details so there is concern that people won't know what the topic is.

Mr. Deeble reported:

- The Harbor Master boat trailer needed necessary work but is now back in use; thank you to the Public Works staff that assisted in getting the trailer road worthy again.
- Stars to Stem has a program scheduled for every Friday coming up; please check out their webpage [www.starstostem.org](http://www.starstostem.org) for all events.
- On September 21<sup>st</sup>, the Brookside Farm Museum is hosting Rebel Sheep; please see their webpage for more information [www.brooksidefarmmuseum.org](http://www.brooksidefarmmuseum.org).
- At the next Board of Selectmen meeting on September 17<sup>th</sup>, the curator will be presenting a State of the Museum report.

Mr. MacKenzie reported:

- The Harbor Master boat is not seaworthy; the commission is weighing the options of whether to rebuild or buy a new boat.

4b. First Selectman's Report

- The Fire Department's 16' Boston Whaler has been inoperable for a number of years; we are replacing the motor, and it should be available shortly for use in water emergencies. The boat will be stored at the Grand Street firehouse, which is minutes from the boat launch.
- Town has applied for a SAFER grant which will allow us to hire three additional firefighters, one for each shift, using a 3-year phase in period through the government for salaries.
- Union contract negotiations will be starting again soon. We will be focusing on increasing staffing in the Fire Department using the SAFER grant; it is anticipated that this will reduce the high overtime budget, but we won't know until all shifts are staffed and we see how it goes.
- They will be shutting down exit 74 shortly for the next phase of the Rt. 161 / Exit 74 state project. In a couple of weeks, exit 74 will reopen but in a different place to work with new highway and Rt. 161. They anticipate this phase of the project to be about two weeks in length from when they first shut down the exits.

5. Communications

Mr. Cunningham read into record the thank you note received from Kai Jolly-Ballaatine, recipient of the 2025 Board of Selectmen Government Studies scholarship, which is attached hereto as Exhibit #2.

6. Public Comments

There was none.

7. Selectman's Response

There was none.

**MOTION (15)**

Mr. Deeble MOVED to adjourn the September 3, 2025, regular meeting of the Board of Selectmen at 9:00 p.m.

Seconded by Ms. Carlson. Motion passed 5-0.

Respectfully Submitted,

Sandra Anderson



Recording Secretary

MINUTES

Board of Selectmen  
Regular Meeting of September 3, 2025  
4 of 4

Town of East Lyme  
Office of the First Selectman  
Proposed Budget for Local Cannabis Tax  
25-Aug-25

	Project Description	Budget
1	Waypoint Signage @ EV Charger Stations	\$ 1,500
1	Community Gardening/Rain Gardens/Green Infrastructure	\$ 3,500
6	Volunteer Appreciation and Recognition	\$ 5,000
6	Community Engagement	\$ 5,000
6	Elderly Outreach and Engagement	\$ 2,500
2 + 5	Youth Outreach and Engagement	\$ 2,500
6	Arts and Culture - Community Enhancement	\$ 5,000
Total Budget Proposed		\$ 25,000

**Grant Guidance**

The Local Cannabis Tax imposes a 3% municipal gross receipts tax on the sale of cannabis and cannabis products. Municipal sales tax revenue must be used for one or more of the following:

- 1 Streetscape Improvements and other neighborhood developments
- 2 Youth Employment and training programs in these municipalities
- 3 Services for individuals living in these municipalities who were released from DOC custody, probation or parole
- 4 Mental Health and/or addiction services
- 5 Youth Service Bureaus
- 6 Community Civic Engagement Efforts

Board of  
Selectmen  
SEP 03 25  
Agenda Item  
# 3d

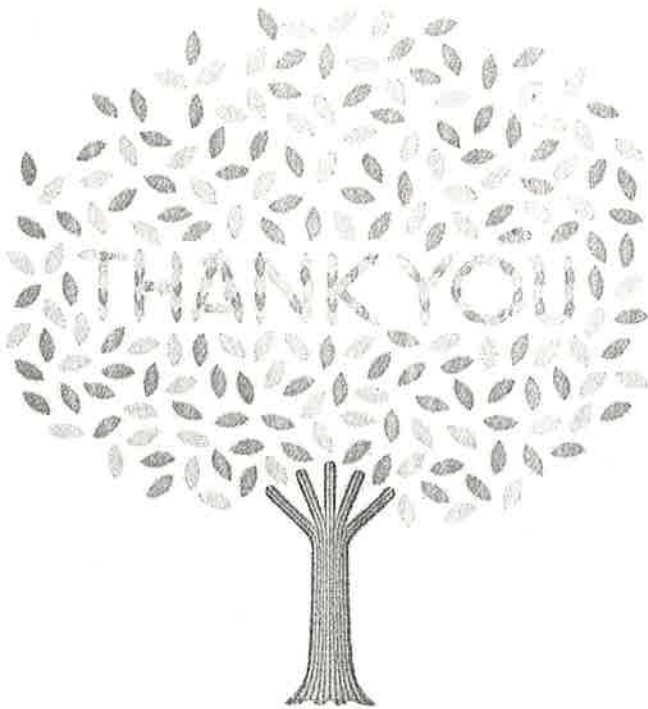
Exhibit #1  
page 1 of 2

**Town of East Lyme**  
**Local Cannabis Tax Worksheet**  
**As of August 25, 2025**

Month End Reporting	Gross Revenues	3% Tax	YTD Expenditures	Rolling Balance
7/31/2024		\$ -		
8/31/2024		\$ -		
9/30/2024		\$ -		
10/31/2024		\$ -		
11/30/2024		\$ -		
12/31/2024		\$ -		
1/31/2025		\$ -		
2/28/2025	\$ 49,422.95	\$ 1,482.69	\$ -	\$ 1,482.69 ACTUAL
3/31/2025	\$ 85,840.59	\$ 2,575.22	\$ -	\$ 4,057.91 ACTUAL
4/30/2025	\$ 117,060.33	\$ 3,511.81	\$ -	\$ 7,569.72 ACTUAL
5/31/2025	\$ 185,689.85	\$ 5,570.70	\$ -	\$ 13,140.41 ACTUAL
6/30/2025	\$ 135,588.73	\$ 4,067.66	\$ -	\$ 17,208.07 ACTUAL
Average (March-June)	\$ 131,044.88	\$ 3,931.35		

**PROJECTED REVENUES**

July	\$ 3,931.35	\$ 21,139.42
August	\$ 3,931.35	\$ 25,070.77
September	\$ 3,931.35	\$ 29,002.11
October	\$ 3,931.35	\$ 32,933.46
November	\$ 3,931.35	\$ 36,864.80
December	\$ 3,931.35	\$ 40,796.15
January	\$ 3,931.35	\$ 44,727.50
February	\$ 3,931.35	\$ 48,658.84
March	\$ 3,931.35	\$ 52,590.19
April	\$ 3,931.35	\$ 56,521.54
May	\$ 3,931.35	\$ 60,452.88
June	\$ 3,931.35	\$ 64,384.23



Dear East Lyme Board of Selectman,

I would like to thank you for  
awarding me the East Lyme Board of  
Selectmen Government Studies Scholarship.

This generous prize will be very useful  
in my adventures at Hamilton College where  
I will be studying government and history.

I hope that you have a wonderful summer,

Kai Jolly-Ballantine

ELHS Class of 2025