

Minutes of the Board of Finance meeting held on Tuesday, February 28, 2023, at 7:00 p.m. at the Old Lyme Memorial Town Hall, 52 Lyme Street, Old Lyme, CT 06371.

To join this meeting by phone dial +1-605-472-5727 and enter access code 3819718.

Present in Person: **Regular Members:** David Kelsey, BJ Bernblum, H. P. Garvin III,
Andrew Russell, Kim Thompson
Alternate Members: Maria Marchant, Matthew Olson, Katherine Thuma

Present in Person: Timothy C. Griswold, First Selectman, ex-officio
Martha Shoemaker, Selectwoman

Present via Phone: **Regular Members:** Jude Read
Alternate Members:
Matt Ward, Selectman

Absent: **Regular Members:**
Alternate Members:

Guests: None

Mr. Kelsey called the regular meeting to order at 7:00 p.m and stated Ms. Read and Mr. Ward are on the phone this evening.

Mrs. Thompson requested that Other Business be moved up on the agenda. A motion was made by Mrs. Thompson, seconded by Mr. Russell to move the Parks & Rec discussion under Other Business up on the agenda. Motion carried.

Other Business

204 Parks and Recreation

Sidewalk at Hains Park: Mr. Griswold explained that he received an email from Chairman, Bob Dunn, regarding the sidewalk at Hains Park. Mr. Dunn provided some documentation on the ADA accessibility requirements associated with the Boathouse project, based on the Town's signing a STEAP grant contract with the CT-DEEP. The STEAP contract includes a section on compliance with the American with Disabilities Act (ADA). Mr. Griswold stated that in order for the project to be considered completed and compliant, the State must be notified of project completion and then will conduct a final inspection. The project area cannot be converted to other than public outdoor recreation use without the written approval of the State. The municipality will be responsible for recording the land records document prepared by the State dedicating the project area to recreation and conservation purposes. There was a discussion regarding the spending practices as well as the bidding process that the Town put in place a few years ago.

A motion was made by Mr. Russell, seconded by Mr. Garvin, to take up to \$11,000 from the Public Building Fund (funded by fees collected by the Town Clerk) to fund this outstanding invoice for the sidewalks at Hains Park. Mrs. Thompson opposed the motion. Motion carried.

206-670 Lymes’ Senior Center

Mrs. Thompson detailed the operating budget, which includes an increase in Zoom fees, Office Supplies, Postage, Electricity and Maintenance. There is a decrease in Heating expense. All other line items remained the same.

A motion was made by Mrs. Thompson, seconded by Mr. Bernblum, to approve \$164,385 for the Lymes’ Senior Center. Motion carried.

206-600 Social Services

0610 Social Service Dept.

Mrs. Thompson highlighted the Social Service Department budget which represents a slight decrease in salary due to a new employee starting at a lower salary grade. All other lines remained the same.

A motion was made by Mr. Russell, seconded by Mrs. Thompson, to approve \$20,281, for the Social Service Department. Motion carried.

0620 Social Service Agencies

Mr. Kelsey stated that grant requests of several social service agencies are historically supported by the Town. Below are the following allocations:

	<u>Request</u> <u>FY 2024</u>	<u>Budgeted</u> <u>FY 2023</u>
001 Literacy Volunteers	\$ 500	\$ 500
002 Safe Futures	500	500
003 Rushford Center	500	500
004 Regional Mental Health	0	0
005 TVCCA	726	660
006 Sexual Assault CC	300	300
007 Shoreline Soup Kitchen	1,000	1,000
008 Arc of New London County	1,750	750
009 NL Homeless Hospitality Center	2,500	2,500
010 HOPE	500	500

A discussion ensued regarding a \$1,000 increase from the Arc of New London County. The Board requested additional information to substantiate the increase. Therefore, this item was tabled until next week, pending further research.

206-0630 Old Lyme Visiting Nurse Association

Ms. Read stated that the Old Lyme Visiting Nurse Association (OLVNA) budget represents professional nursing services/interim contract. There were increases to the expenditure side of the budget, mostly due to rising costs and greater need, as well as funding for education through scholarships and local outreach. The OLVNA's request is \$7,000 less than last year because they are receiving a \$10,000 grant from the Kitchings Foundation. The OLVNA provides services to all ages, and not to just the senior and elderly population.

A motion was made by Mr. Bernblum, seconded by Ms. Read, to approve \$65,000 for Old Lyme Visiting Nurse Association. Motion carried.

206-0640 Estuary Transit District

Mr. Griswold stated that the Estuary Transit District provides scheduled bus service and Dial-a-Ride services for Old Lyme and surrounding towns. The nine-town shuttle runs from Old Saybrook to New London and to Middletown. It provides a valuable service to small towns.

A motion was made by Mr. Garvin, seconded by Mr. Russell, to approve \$17,195 for the Estuary Transit District. Motion carried.

206-0650 Estuary Services

Mr. Griswold stated that the Estuary Services uses the Senior Center for the Meals program. The Estuary Nutrition site serves meals daily at the Senior Center, as well as providing "Meals on Wheels" to homebound clients, congregate meals, and preventative health services within the Town. There was questions why the request is only \$15,311 for FY2024 versus the budget of \$24,000 for FY2023. Therefore, it was decided to table this item until next week pending clarification.

213-1300 Sanitation

213-1300-0011-000 Municipal Refuse and Recycling Collection (CWPM):

213-1300-0011-001 Disposal of Recycling (CWPM):

213-1300-0560-000 Disposal of Municipal Refuse (CWPM):

Mr. Griswold will meet with officials from CWPM later this week to discuss the contract, so this item will be reviewed at a subsequent meeting.

Minutes of February 14, 2023 Budget Meeting

The Minutes of February 14th were reviewed. A correction on page 4, under Sanitation, 2nd paragraph, last sentence, to change the amount from \$135,300 to \$135,000.

There being no other corrections noted, a motion was made by Mr. Russell, seconded by Mrs. Thompson, to approve the February 14th minutes as modified. Motion carried.

Other Business

Mr. Russell stated that, the IT Committee, discussed the video surveillance cameras at the Town Hall and Senior Center, Hains Park, Town Woods Park, and the Police building.

Executive Session

A motion was made by Mr. Russell, seconded by Mr. Garvin, to enter into Executive Session. There was a discussion regarding Executive Session meetings to discuss the following matters may be closed: specific employees, strategy and negotiations regarding pending claims and litigation, security matters, real estate acquisitions, etc. If the Executive Session is about an employee, the employee must be so notified and could request the discussion be held in Open Session or the employee could be invited to participate in the Executive Session.

A motion was made by Mr. Russell, seconded by Mr. Garvin, to withdraw the motion to enter into Executive Session. Motion carried.

Mr. Kelsey stated that the next budget meeting is scheduled for Tuesday, March 7th at 7:00 p.m. Budgets for Lyme Youth Service Bureau, Animal Control, General Government, and Boards and Commissions, Social Service Agencies, Estuary Nutrition Services and Sanitation will be discussed.

A motion was then made by Ms. Read, seconded by Mr. Russell, to adjourn the meeting at 8:25 p.m. Motion carried.

Respectfully Submitted,

Michele E. Hayes
Secretary