

Minutes of the Special Board of Finance meeting held on Tuesday, September 19, 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,  
Jude Read, Andrew Russell, Kim Thompson  
**Alternate Members:** Maria Marchant, Matthew Olson, Katherine Thuma

**Present in Person:** Timothy Griswold, First Selectman, ex-officio  
Matt Ward, Selectman  
Martha Shoemaker, Selectwoman  
Anita Mancini, Finance Director  
Katie Balocca, Executive Assistant to the First Selectman

**Present via Phone:** **Regular Members:** Perry Garvin, III  
**Alternate Members:**

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

**Guests:** Candace Fuchs, Resident (running for Board of Finance Alternate)  
John Meeshem, Resident (running for First Selectman)

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Mr. Kelsey called the meeting to order at 7:00 p.m. and stated that Mr. Garvin is present via the phone this evening.

### **Minutes of August 15, 2023 Meeting**

The Minutes of August 15<sup>th</sup> were reviewed. Mr. Russell stated that he arrived late at 7:30 pm, and didn't vote, and it wasn't reflected in his arrival time in the minutes, and it should be noted. There is a correction noted on page 3, 2<sup>nd</sup> paragraph, last sentence, to change the word "*be*" to "*keep*". On page 3, 5<sup>th</sup> paragraph, 1<sup>st</sup> sentence, delete "\$500,000" before Old Lyme...

There being no other corrections noted, a motion was made by Mr. Bernblum, seconded by Mrs. Thompson, to approve the minutes, as modified. Ms. Read abstained from the vote. Motion carried.

**Financial Reports/Carry over Discussion**

*Carryover FY2021/22 to FY 2023/24:* Ms. Mancini highlighted the carryover amounts to FY2023/24. Mr. Kelsey requested that each carryover be discussed individually.

A motion was made by Ms. Read, to approve carry overs, however, withdrew her motion, in order that carryovers be discussed individually.

Mr. Griswold stated that Mr. Meyer wants to carry over the IT Consultant for \$6,500 in order to have the ability to hire a consultant for security cameras and the like. As there was no specific purpose for the funds, it was recommended that they be returned to surplus.

A motion was made by Mr. Russell, seconded by Mrs. Thompson, to return the \$6,500 back to surplus. Motion carried.

Mr. Griswold stated that EDC – Other/Misc carryover is to renew a 3-year domain “Explore OL.com” in the amount of \$650. It was discussed that Other/Miscellaneous should not be requested to be carried over.

A motion was made by Ms. Read, seconded by Mr. Bernblum, to return \$650 back to surplus. Motion carried.

The Board questioned the disposition of the two WPCA “Big Project – Many Unknowns” in the amounts of \$35,000 for Legal and \$37,000 for Project Consultant. As there was no specific purpose for the funds, it was recommended that they be returned to surplus.

A motion was made by Mr. Russell, seconded by Ms. Read, to return \$35,000 back to the surplus. Motion carried.

Mr. Griswold stated that there is \$5,700 in Police Education and Training that the Resident State Trooper would like to carry over. About \$3,800 would be used to send another cadet to the Police Academy for a six-month training program. The Town would pay the tuition and pay the cadet \$25/hr while in school. In return, the cadet would have a five-year commitment to work for the Town. About \$1,200 would be used to purchase the Power DMS Accreditation Module for the Town’s upcoming Police Accreditation Program.

A motion was made by Mr. Russell, seconded by Ms. Read, to carry over \$5,700 for the Police Academy Education and Training and to purchase the Power DMS Module. Motion carried.

Mr. Griswold stated that \$5,000 for Ferry Road trees, planting, mulch, etc. project.

A motion was made by Mr. Bernblum, seconded by Mrs. Thompson, to carry over \$5,000 for the Ferry Road project. Motion carried.

Mr. Griswold stated that the Tree Commission – Other/Miscellaneous of \$1,395 consists of a tree seedling giveaway event (\$450) and a replacement tree for the beginning of Johnny Cake Hill Tree (\$945). It was noted that the Commission has money in Miscellaneous/Other for FY2024.

A motion was made by Ms. Read, seconded by Mrs. Thompson, to return \$1,395 back to the surplus. Motion carried.

**Halls Road – Bow Bridge \$19,500 Appropriation – Broaden Scope**

**Halls Road Improvements Committee:** Mr. Griswold stated that in February, the Board of Selectmen approved recommending to the Board of Finance a Use of Funds/Sources of Funds (below) for the Bow Bridge Project. AI Engineers is working on the design of the pedestrian bridge over the Lieutenant River for the bid price of \$148,500 and a contingency amount of \$6,500. The ARPA Community Initiative Grant of \$135,000 is available so the Town would have to appropriate \$20,000 to fund the balance:

<u>Uses of Funds</u>		<u>Sources of Funds</u>	
AI Engineering Fee	\$148,500	Funds from ARPA	\$135,000
Contingency	<u>6,500</u>	Town cost	<u>20,000</u>
	\$155,000		\$155,000

After discussion, the Board of Finance appropriated \$19,500 and reduced the contingency to \$6,000 at its March 7<sup>th</sup> meeting. Since then, the Town has been awarded a CT Trails Grants in the amount of \$28,500, which must be used to fund the Bow Bridge Project. Therefore, the Town’s appropriation of \$19,500 is not necessary for the Bow Bridge Project design phase and the Halls Road Improvements Committee and the Board of Selectmen are requesting that the Board of Finance vote to expand the use of the March 7<sup>th</sup> appropriation of \$19,500 to be used for the Bow Bridge Project AND the Halls Road Project. Broadening the use of the \$19,500 will eliminate the need for the Halls Road Improvements Committee to request additional funding for the Halls Road Project.

A motion was made by Mrs. Thompson, seconded by Mr. Bernblum, to approve expanding the scope of the \$19,500 appropriation to include the Bow Bridge project and the Halls Road Project, at the discretion of the Board of Selectmen. Ms. Read wanted it clarified that the \$19,500 wasn’t legally restricted solely for the use of the Bow Bridge and she opposed the motion. Motion carried.

**Police Accreditation Services**

**Police Accreditation:** Mr. Griswold explained that at the September 5<sup>th</sup> Board of Selectmen’s meeting, the members voted to recommend to the Finance Board the expenditure of \$1,200 to purchase the Power DMS Accreditation Module using funds from Carryover line 235 (Police Education and Training - \$5,700) and to appropriate \$19,500 from surplus to hire Badge Six, LLC, to serve as the Town’s consultant to guide the Town through the State’s mandated multi-year, three Tier accreditation process.

The State developed a Tier 1,2 and 3 Policy and Proofs compliance for Police Accreditation. Agencies that are not accredited will receive notice from POST of their upcoming onsite assessment which are selected at random. Tier 1 is Liability Standards which are designed to assist police agencies in better protecting themselves, their employees, and their governing entities from liability exposure as well as enhanced delivery of service and improved public confidence in the agency. Tier 2 standards include Professional Standards, address legal requirements, management, and operations. Each law enforcement unit shall adopt and maintain the minimum standards and practices of Tier 2 developed by the council pursuant to subsection outlined in their letter and to have a higher level of accreditation standards developed by the POST or the Commission on Accreditation for Law Enforcement Agencies.

Tier 3, General Management Standard, further expands upon the Tier 2 Standards, addressing legal requirements, management, and operation. On and after January 2026, each law enforcement unit shall obtain and maintain accreditation standards and practices of Tier 3, however, there is no pricing for Tier 3 available yet. Mr. Griswold stated that this is an unfunded mandated State policy. The CT Police Accreditation program is intended to enhance the professionalism of Connecticut's law enforcement agencies through compliance with recognized standards of excellence. All this activity stems from the CT Legislature's Police Accountability legislation. POST (Police Officer Standards and Training) Council is the agency that oversees the implementation and operation of the Accreditation program.

A motion was made by Mr. Russell, seconded by Ms. Read, to appropriate \$19,500 for Police Accreditation. Motion carried.

### **Other Business**

***Animal Control Office:*** Mrs. Thompson wanted to express her concern that the Animal Control officer is using her own funds for pet food and vet bills. There was a discussion about the Animal Control office hosting fund-raising events and that proceeds are given to a veterinarian to perform medical services on local animals. Volunteers also contribute animal food and the like to Animal Control periodically.

### **Selectman's Report**

***Police Contract:*** Mr. Griswold reported that the July 1, 2023, to June 30, 2025, Police Contract has been signed and the State will continue to Dash and Body camera data for the Town. The contract also states the State Police receive and process Freedom of Information Act complaints and inquiries.

***Halls Road Improvements Committee:*** Mr. Griswold stated that the engineers are working on the Bow Bridge design and the DEEP seems willing to donate a 0.67-acre parcel of land to the Town. Accepting the parcel would help with access to the East side of the bridge. Acquiring the property, even at no cost, would require Town Meeting approval.

***Sound View Sewer Project:*** Mr. Griswold reported that there has been nothing definite from DEEP regarding the \$14 to \$17 million forgivable loan. If confirmation is not received, it could jeopardize the project.

***Lymes' Senior Center Expansion:*** Mr. Griswold stated that the Building Committee Chair, Jeri Baker, help complete the two \$500,000 STEAP Grant application for Lyme and Old Lyme. Construction is expected to start around December 1<sup>st</sup>. Senior Center staff will be temporarily housed in the Town Hall American Legion Room and the programs will be held in various places in Town as well as within the Town Hall. The meals program will be held at the Congregational Church. Other areas that the Senior Center will is going to include the libraries in both towns, the Rogers Lake Clubhouse.

***Ferry Road Sidewalk Project:*** Mr. Griswold stated that the sidewalk easement around an old tree to preserve the tree was finalized with the owner of 7 Ferry Road. Now that the issue is settled, the project can be submitted to DOT for approval and could go out to bid in October. The DOT has granted a one-year extension of the Town's STEAP grant to August 2024.

***Swan Brook Crib Repair:*** Mr. Griswold stated that the Swan Brook crib was repaired but the pipes continue to be clogged with sand and must be dug out by Public Works. Mr. Griswold stated that the Monster Vac, LLC will return to clean out the pipes and run a camera up and down each pipe to determine if the seams are tight.

***Tantummaheag Road Landing:*** Mr. Griswold reported that Public Works removed the five plantings that were placed on the Town's Tantummaheag Landing by Mr. Frampton/Ms. D'Arista that blocked vehicular access last month. Public Works also mowed the water access trail and placed a sign stating "Tantummaheag Landing" with the hours of access outside the stone pillars. However, the sign was removed and some of the plantings that were removed have been replanted. The Town will deal with these issues. The Town continues to assert that Tantummaheag Road is a town road and must be passable.

***Miami Beach Association Proposal:*** Mr. Griswold stated that the Miami Beach Association (MBA) presented a proposal to the Board of Selectmen to make Pond Road, between Hartford Avenue and Portland Avenue, a private road for the use of MBA residents only. There are a few MBA cottages on Pond Road, south of the Town parking lot. That portion of Pond Road would be gated from Memorial Day to Labor Day. MBA suggested that the Town construct a parallel road to the north of Pond Road and MBA might contribute to the cost. There are utility poles on the proposed site as well as storm water drainage. Mark Mongillo, President of MBA, claims that the Settlement Agreement signed in December 1997 is invalid because the then MBA President, Larrye deBear was not authorized to sign it. Mr. Griswold will keep the Board informed of the results of the ongoing discussions.

### **Public Comment**

Ms. Candace Fuchs introduced herself and stated that she is running as an alternate member of the Board of Finance. She requested a copy of the Power Point presentation that was presented at the April Budget Public Hearing. Mrs. Balocca said that she would add it to the Town's website.

Mr. Kelsey stated that the next Board of Finance meeting will be held on Tuesday, October 17th at 7:00 p.m. in the Meeting Hall of the Town Hall.

A motion was made by Ms. Read, seconded by Mr. Russell, to adjourn the regular budget meeting at 8:55 p.m. Motion carried.

*Respectfully Submitted,*

*Michele E. Hayes*  
*Secretary*