

**TOWN OF OLD LYME
BOARD OF SELECTMEN
SPECIAL MEETING MINUTES**

Call-In Phone: 1-605-472-5727 Access Code 3819718

As the Board will convene in the Meeting Hall, persons wishing to listen to the meeting may call the above phone number to participate in the meeting.

Meeting Date: Friday 24 February 2023 - 4:30 PM

Location: Old Lyme Town Hall – Meeting Hall

Call to Order by First Selectman Tim Griswold at 4:30

Authorizing Resolution – Clean Water Funding:

Richard Prendergast was on the phone to give an overview of the DEEP Authorizing Resolution that requires First Selectman Griswold's signature. The terms and costs for the Sound View Sewer project were reviewed. Selectwoman Shoemaker made a motion to have First Selectman Griswold sign the Authorizing Resolution agreement paperwork for Clean Water Funding. Selectman Ward seconded the motion and the motion was approved.

Hains Park Sidewalk to Boathouse:

Robert Dunn, Chairman of the Parks & Recreation Commission, was in attendance to discuss two open issues related to the Boathouse project. First, there is a drainage problem causing flooding on the basketball court due to the substandard apron off Route 1 at the western entrance to the Park that leads to the boathouse. Mr. Dunn said the apron must be corrected and the Board agreed that an engineer (hopefully a DOT engineer) needs to design the proper fix. First Selectman Griswold will contact the DOT, District 2 office to arrange a meeting.

Second, Mr. Dunn explained that, because there was no handicapped parking access to the boathouse, Mr. Parcak and Mr. Dunn worked with Machnik Bros. Construction to install a sidewalk from the two HP spaces near the restroom building to connect with the boathouse. While it appears the sidewalk does not connect properly, it nearly connects to the reinforced grass surface that is the access road. Presently there is an approximate 2-foot gap which allows the water from Route 1 to flow to the lake. Once the apron is corrected, the reinforcing material can be added and the HP access will be complete. Since the walk has been installed, Machnik needs to be paid.

Selectman Ward made a motion to recommend the Board of Finance approves a payment of not to exceed \$11,000 to Machnik Brothers Construction for the Haines Park sidewalk installation. Selectwoman Shoemaker seconded the motion and motion was approved.

Human Resources Temporary Consultant:

Maria Marchant was in attendance and informed the Board that there are free HR services available from the One Digital Insurance team, which is affiliated with the Town's insurance agent, Brown and Brown Insurance. She has been in contact with the HR representative who said the firm offers assistance with the employment onboarding process and job postings. The representative will be asked to attend the next Board of Selectmen's meeting in March.

Bow Bridge Bid Recommendation:

First Selectman Griswold said the Halls Road Improvement Committee voted to recommend that A I Engineering, out of Middletown, CT, be selected as the engineering firm for the Bow Bridge project. The bid price is \$148,500. First Selectman Griswold recommended there be a contingency amount of \$6,500. The ARPA Community Initiative Grant of \$135,000 is available so the Town must appropriate \$20,000 to fund the balance:

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

Selectman Ward made a motion to recommend to the Board of Finance:

- hiring A I Engineering to design the Bow Bridge project at a fee of \$148,500
- provide a contingency of \$6,500
- use the ARPA Community Initiative Grant of \$135,000 for the project
- appropriate \$20,000 to fund the project

Selectwoman Shoemaker seconded the motion and motion was approved.

Mystic Air Quality Invoice (\$1,235) Recommendation:

After discussion about paying bills related to the Senior Center expansion project during the balance of FY 2023, Selectman Ward made a motion to recommend to the Board of Finance that \$15,000 be appropriated to fund incidental costs related to the Senior Center expansion project. This includes payment of \$1,235 to Mystic Air Quality for the preconstruction asbestos inspection. Selectwoman Shoemaker seconded the motion and the motion was approved.

Tax Office Assistant:

After discussion, Selectwoman Shoemaker made a motion to extend Suzanne Thompson’s parttime job as Tax Office Assistant to March 31, 2023 and to post the Tax Office Assistant position on the Town’s website after revising the job description to include wording similar to “Applicant is certified as a Tax Assistant or is willing to become certified as a Tax Assistant within a reasonable amount of time”. Selectman Ward second the motion and the motion was approved.

Police Rifle Recommendation:

Item tabled until the March 6th Board of Selectmen meeting. Selectman Ward to get more information on what components are included in the invoice price; in particular, how the rifles are securely stored in the police vehicles.

Adjournment:

Selectman Ward made a motion and Selectwoman Shoemaker seconded the motion to adjourn the meeting at 6:12 p.m. The motion was approved.

Suzanne McAuliffe

Recording Secretary