

Minutes of the Board of Finance meeting held on Tuesday, March 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:** Jude Read, BJ Bernblum,  
H. P. Garvin III, 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

**Present via Phone:** **Regular Members:**  
**Alternate Members:**

**Absent:** **Regular Members:** David Kelsey  
**Alternate Members:**

**Guests:** Jeri Baker, Chairperson, Lymes' Senior Center Building Committee  
Alan Sheiness, Chairman, Lyme Bd. of Finance & member of the Bldg. Committee  
15 supporters for the Lymes' Senior Center  
David Roberge, Fire Marshal & Emergency Management Director  
Rob McCarthy, Old Lyme Fire Department

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Ms. Read called the meeting to order at 7:01 p.m. and stated that Mr. Kelsey is absent this evening and requested Mr. Olson to vote in his place. A motion was made by Mr. Russell, seconded by Mrs. Thompson, to have Mr. Olson vote for Mr. Kelsey in his absence. Motion carried.

### **Lymes' Senior Center Building Committee Update**

Ms. Baker outlined the most recent cost estimates for the Lymes' Senior Center renovation project. She detailed the cost changes from January 2023 to March 2023, stating that the anticipated total project cost without Grant funds is \$5,544,541, including a 5% owners contingency. After subtracting \$281,000 already paid to PointOne Architects, the cost is \$5,263,541 which breaks down to Old Lyme (75%) \$3,947,656, and Lyme (25%) \$1,315,885. Ms. Baker stated that State bonding requests were discussed with our state representatives and that Representative Carney submitted a request for a \$5 million request. There is also the possibility that additional ARPA funds may be available through the Department of Aging and Disability Services. Mr. Sheiness, Lyme's Board of Finance Chair, highlighted the impact of grant if approved in full, stating that the cost of construction is \$4,750,923, with additional costs included in grant application of \$495,318 for a total of \$5,246,241. The grant application is in the amount of \$5,101,000 with \$145,241 exceeding the grant application.

Elements that are not included in the grant application total \$17,300. Ms. Baker stated that the grant net of 55% and will reduce costs to grant application - \$2,295,450, 0% towards the amount exceeding the grant application - \$145,241, and 0% of elements not included in the grant application - \$17,300. Old Lyme's share (75%) - \$1,843,493, Town of Lyme's share (25%) - \$614,498, grant amount - \$2,457,991, with total project of \$5,263,541.

There was a discussion on the timing of the contract and a Town Meeting during the summer months. There were questions on how and where the Center will operate from when the building is closed. Ms. Baker stated that they're hoping to break ground in the late fall 2023.

### **300 Capital Expenditures**

The Capital expenditures were reviewed. Under General Government, Lyme Art Association's Capital Campaign (\$10,000), Harbor Management included Hydrographic Survey (\$5,000), Buttonball Road permitting and dock (\$20,000), and Sound View five benches with transportation (\$2,760) and Open Space – Ferry Road Wildlife Refuge (\$22,000), Senior Center Rental fees (during renovation) (\$6,000), Senior Center Laptop Computer (\$2,761).

The Town Hall Capital items include retrofitting elevator controller (door operators obsolescence) (\$30,000), Art Restoration/Maintenance (\$2,000), Improvements (\$6,500), and F,F, & E (furniture, fixtures and equipment) (\$5,500).

Public Works Capital includes Small Equipment (\$5,000) and repair rear wall area & beams at the Public Works garage (\$9,600).

The Fire Department's Capital items are as follows: Air Bottle (1<sup>st</sup> of 4-year cycle of replacement every 10 years) (\$14,000), Portable radios (\$2,000), Flashlight replacement (\$4,000), and replacement of the Zodiac 38-1 (\$31,038). Capital for the Cross Lane station an Electrical Service upgrade (\$45,000).

Emergency Management - EOC Expansion: Architect and Engineering (\$100,000), Equipment Grant reimbursable (\$60,000), Equipment unreimbursed (\$1,200), and Public Safety Communication upgrade (\$225,000).

The Police Capital includes bathroom remodel with asbestos abatement (\$13,500), installing secure sidelights on the front door (\$5,000), Eight E-ticket printers (\$5,560), Seven Patrol Rifles (\$11,000), Two new Glock 45 firearms (\$7,500), .223mm ammunition (\$5,000), 9mm ammunition (\$6,000), and Vests (5-year life) (\$3,600).

For Public Works Projects, Miscellaneous outside Contractors (\$5,000) and the Grassy Hill Road Bridge construction (\$1.3M estimate) (\$355,000).

Under Parks and Recreation Department, the Capital request included new soccer goals (\$6,000), Cross Lane Basketball/tennis courts (\$150,000).

For Public Works Vehicle and Equipment Capital Fund, the replacement of the 2017 Ford Explorer with pickup truck in 2023/24 (\$43,000), and refurbish/replace Dump Body (OL-6) in FY2023/24 (\$6,000). For FY23/24, Road Improvements include Rowland Road (\$340,200), McCurdy Road (\$364,500), and Beckwith Lane (\$80,200).

Fire Department Rescue apparatus replacement 2024/25 (\$900,000 estimate) has been funded at \$150,000 each year.

For the Town Hall Capital IT funds #28: The following Capital funds are included. Town Hall surveillance and access (in conjunction with the new front door project from last year) (\$38,980), replace for printers, computers, etc., (\$35,000), Capital Projects – Consultant (\$6,500), Printers (\$4,000), and UPS battery unit replacements (\$6,000). Remote site Capital includes Body infrastructure deployment (\$10,445) and Miscellaneous (\$5,000).

### **210 Capital Project Funds – Transfer Out**

Mr. Griswold highlighted the Capital Project Funds – Transfer Out and explained each item.

* 1000	Revaluation	\$ 35,000
* 1002	Sanitation and recycling	\$ 10,000
* 1003	Info tech	\$ 127,900
* 1004	PW Capital	\$ 49,000
* 1006	Building Improvement	\$ 10,000
* 1007	Road Improvement	\$ 800,000
* 1008	P&R facilities and equip	\$ 156,000
* 1009	Police Private Duty	\$ 15,000
* 1020	Open Space	\$ 75,000
* 1030	Fire Apparatus & Equipment	\$ 150,000
* 1060	Bus Barn	\$ 37,000

### **Emergency Management Building**

Mr. Roberge detailed the EOC (Emergency Operations Center) expansion project and said that the total project cost is \$798,859 (\$559 per sq. ft.) for a 1,429 square foot addition. He highlighted the Uses of Funds stating that the construction cost of \$799,000, FF&E - \$120,000, and \$100,000 for architectural design work, equaling \$1,020,000 for total uses.

For Sources, the Federal Grant of \$708,750 (75%) and the Town's share of \$236,250 (25%). The Board of Selectmen recommended budgeting \$100,000 in Capital for Architectural design work in FY2024.

**Revenues**

Passed on for this evening.

**Minutes of March 15, 2023 Budget Meeting**

The Minutes of March 15<sup>th</sup> were reviewed. There was a correction noted on page 2, 5<sup>th</sup> paragraph, 1<sup>st</sup> sentence should read, "Mrs. Datum commented the CT legislature may fund a portion of the early voting expense." A correction on page 3, 4<sup>th</sup> paragraph, 5<sup>th</sup> sentence, Ms. Read reported that there is a new Executive Director of the Lyme Academy of Fine Arts, Wendy Burry, however, hasn't met her yet.

There being no additional corrections noted, a motion was made by Mr. Garvin, seconded by Mr. Bernblum, to approve the minutes, as modified. Mr. Olson abstained. Motion carried.

**Other Business**

There is a correction to the amount approved for the Health Department. Therefore, a motion was made by Mrs. Thompson, seconded by Mr. Russell, to revise the Health Department's budget to \$103,284. Motion carried.

***OLFD Discussion:*** There was a discussion regarding the amount that was approved to the Apparatus Fuel line. Mr. Russell remembered that it was increased to \$10,000 due to the increased prices of fuel and that it was increased at the March 7<sup>th</sup> meeting.

Ms. Read stated that there is a Special Board of Finance meeting scheduled for Tuesday, April 4<sup>th</sup> at 7:00 p.m. Budget reviews will include Capital Expenditures, Capital Project Funds, Revenues, Mill rate calculation, Wrap Up, and Minutes of March 21<sup>st</sup> and 28<sup>th</sup>, will be discussed.

A motion was made by Mr. Russell, seconded by Mr. Bernblum, to adjourn the regular budget meeting at 9:30 p.m. Motion carried.

*Respectfully Submitted,*

*Michele E. Hayes*  
*Secretary*