

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

**Meeting Date:** Wednesday 3 May 2023 - 4:00 PM

**Location:** Old Lyme Town Hall – Meeting Hall

Call to Order by First Selectman Tim Griswold at 4:00. Present were First Selectman Timothy Griswold, Selectman Matthew Ward and Selectwoman Shoemaker. Others present were Atty. Michael Carey of Suisman Shapiro and Vicki Urbowicz, Town Clerk.

**1. Annual Town Budget Meeting – Finalize the Agenda:**

First Selectman Griswold said there will be four items on the Annual Town Budget Meeting agenda and he suggested the following order:

1. Accept a 1.88-acre parcel as open space from Greenscapes Development, located at 21 and 39 Buttonball Rd., as approved by the Planning Commission.
2. Adopt the Town budget for fiscal year 2024, as recommended by the Board of Finance.
3. Approve the payment of taxes in two semi-annual installments on 1 Jul 2023 and 1 Jan 2024, with other provisions.
4. Amend Ordinances 101-5 and 101-6 of the Old Lyme Code to provide for the appointment of the Town Clerk and the Tax Collector.

The first three items, as drafted by Atty. Carey, require no significant changes.

There was discussion about the amendments of the Town Ordinances that would result in the positions of Tax Collector and Town Clerk becoming appointed officials rather than elected officials. After discussion, it was decided to recommend that, commencing with the election of November 2023, the Board of Selectmen shall appoint the Tax Collector for a term of six years with a term commencing in late November, 2023. Having the term start then will enable the Tax collector to be in place before the collection of the January tax payments.

Because the present four-year term of the Town Clerk will expire on 5 January 2026, it was decided that the conversion to an appointed term would be delayed until that date. Accordingly, the appointed six-year term of the Town Clerk is proposed to commence on the first Monday in January 2026. The Board of Selectmen will consider candidates for the appointment well in advance and make the appointment following the November 2023 election.

Selectman Ward made a motion to approve the Annual Town Budget Meeting agenda, as prepared and modified by Atty. Michael Carey and Selectwoman Shoemaker seconded the motion.

Motion passed.

**5. Adjournment:**

Selectwoman Shoemaker made a motion and Selectman Ward seconded the motion to adjourn the meeting at 4:51. The motion passed.

Timothy Griswold

Recording Secretary