



BOARD OF FINANCE

LYME TOWN HALL
480 HAMBURG ROAD
LYME, CT 06371

BOARD OF FINANCE
Regular Meeting

The Lyme Board of Finance held a regular meeting on Tuesday February 26, 2019 at 6:30 p.m. at the Lyme Town Hall, 480 Hamburg Road, Lyme, CT 06371.

MEMBERS PRESENT: Dan Hagan (Chair), Dave Brown, Judith Duran, Peter Evankow, Herb Ross, Kathryn Wayland, Jarrod Leonardo (Alternate present but not seated), Jennifer Thomas (Secretary)

SELECTMAN PRESENT: Steven Mattson, First Selectman
Members of the public were also present.

The meeting was called to order by Hagan at 6:31 p.m.

Hagan called for a motion to approve the minutes from the January 15, 2019 Special Meeting. Evankow made the motion, Ross seconded, and the motion was passed unanimously.

Regular Meeting

Fire Company budget presentation

Present: Josh Adams, Asst. Chief Hamburg Station, Will Firgelewski, Deputy Emergency Management, John Evans, Deputy Fire Chief and Emergency Management Director

Adams presented the Lyme Fire Company budget proposal to the board, outlining the proposed budget and anticipated needs over the next five years. Current fiscal year is expected to come in slightly under budget. The proposed budget for the 2019-2020 fiscal year is similar to the previous year, with a few notable changes. The stabilization system has been pushed out in order to make the purchase of a gear washer and dryer a priority in the coming fiscal year, which has been moved up based on recent studies on reducing cancer risk associated with firefighters' exposure. There is an increased cost associated with cable/internet to integrate with Valley Shore's CAD system, and hose testing will be done this year. A decrease is expected in maintenance costs for the upcoming year.

Duran questioned when the next apparatus purchase was expected, and Adams answered that it is anticipated to be about 6 years out.

Adams reviewed the 2-5 year outlook. The Valley Shore Simulcast System has been pushed up due to Valley Shore implementing this system earlier than expected. This will allow for better communication and allow for lower infrastructure costs when public works upgrades to new radios. The projected cost is \$55,000.00 for the 20/21 FY and \$55,000.00 for the 21/22 FY to install the system at the Grassy Hill and Wake Hill sites. The town will pay for the initial install and merge current equipment with the Simulcast. Valley Shore will then take care of any future

maintenance. While this could be pushed out, there is no guarantee there will be room on Valley Shore's system at that time.

A rolling line item for \$60,000 has been added to 22/23 FY for replacement of an aging SCBA Compressor and Fill Station. The system is currently in working order, and this expense would only arise if the system fails.

Adams also presented a summary of the new ESO System, which allows for tracking volunteer hours, incidents, training hours, events, etc. The Fire Company will continue to attend events and school programs as a source of outreach and recruitment within the community. There will be a fundraising/recruitment table set up at Essex Savings Bank and an appeal letter will go out every 2-3 years.

Approve a one-year extension to Seward and Monde, Certified Public Accountants, for accounting services

Hagan stated that Seward and Monde has agreed to extend the current pricing for one year and called for a motion to approve a one-year extension of the contract. Evankow moved the motion, Duran seconded, and the motion passed unanimously.

Appoint Seward and Monde as the auditor for the 2018-2019 fiscal year

Hagan called for a motion to appoint Seward and Monde the auditor for the 2018-2019 fiscal year. Wayland moved the motion, seconded by Duran, and the motion passed unanimously.

Review the 2019 Board of Finance meeting schedule

Hagan verified that all members have received a copy of the 2019 schedule and called for any questions or discussion.

Library budget presentation

Present: Jack Sulger (Library Board Chair), Theresa Conley (Library Director), Jeanne Rutigliano (Lyme Public Library Foundation Secretary)

Sulger presented the proposed budget for the next two fiscal years. The budget for the current year is on track. The state budget is still in progress, which may affect the interlibrary loan program and a discount of 45% on purchasing new books.

The library has developed job descriptions, updated policies and procedures and implemented a behavioral policy. Two streaming services have been added. The development of a strategic plan is underway. The library is looking for input from residents, town leaders, and library staff to shape this plan.

Hagan asked about building costs, and Mattson stated that health insurance, campus and building maintenance, and data processing fees are all included in the town budget.

Evankow asked for clarification on the dues, travel, and miscellaneous line item.

Conley responded that this category includes professional association dues, conference travel costs, museum pass purchases, memorial donations, and receptions held at the library. This cost varies but the projected number is comparable to previous years.

Brown questioned whether there is any anticipation that the Lyme Public Library Foundation support will go up over time.

Rutigliano spoke on behalf of the Lyme Public Library Foundation. The current endowment balance is \$1,172,386.00. They have received \$10,197.00 in appeals so far. The foundation contributes 4% of the

rolling average endowment, which has been \$42,000.00 for the last several years and will remain \$42,000.00 this year.

Review the results and impacts of the 2018 property re-assessment

Mattson presented the board with a summary of the property re-assessment. The revaluation is complete with the exception of 8-10 board of assessment appeals that are pending. The total assessed value has decreased 6.7%, a change of \$35,717,159.00. This decreases the value of 1 Mil by \$35,271.00. In order to maintain a revenue neutral basis of property tax, a Mil rate of 19.95 would be needed to generate the same amount of property tax as the previous year.

The board agreed that public education is needed to explain the relationship between assessed values and Mil rate. Mattson will be putting out information and an explanation on the town website and social media to educate the residents on how the reassessment will affect the Mil rate.

Leonardo suggested the explanation include some of the parameters that are used to determine property values. Mattson agreed to work with Hagan on the information that will be distributed to the public.

Introduction to the 10 Year Capital Plan

Hagan stated that this item will be moved to the next scheduled meeting in the interest of time.

Discuss the addition of a new alternate member to the Board

Hagan approached the Republican Town Committee (RTC) and the Democratic Town Committee (DTC) for potential alternates for the board. The DTC did not provide a name to the board. The RTC suggested resident Bruce Anderson as an alternate. Hagan reminded the board that this position will be up for reelection in November 2019. Hagan called for a motion to vote Bruce Anderson to fill the vacant alternate seat on the board. Brown made a motion, Evankow seconded, and the motion passed unanimously.

Old Business

None

New Business

Wayland urged the board members to review the Board of Education budget, in particular the expansion of the pre-K program. The board discussed the pre-kindergarten expansion, with a proposed cost of \$180,000.00 to upgrade 3 classrooms. The State mandates the upgrades to the classrooms if the program is implemented. There are concerns that maintenance to other schools will be postponed, including Lyme School gym floor, tennis court repairs, etc.

Mattson explained the expansion to the pre-K program is part of an effort to increase the enrollment numbers in the district and retain students within the district.

Adjournment

Hagan called for a motion to adjourn. Duran made a motion, Brown seconded, and the motion passed unanimously. The meeting was adjourned at 8:10 p.m.

Dan Hagan, Chairman

Jennifer Thomas, Secretary