

**EAST LYME BOARD OF SELECTMEN
& BOARD OF FINANCE
SPECIAL MEETING MINUTES
Wednesday, AUGUST 26th, 2009**

Board of Selectmen

Members In Attendance: Paul Formica, Robert Kleinhans, Rose Ann Hardy, Jack Hogan,
Robert Wilson

Board of Finance

Members In Attendance: Steve Larcen, Chairman, Jeff Langan, Secretary
John Birmingham, Allan Taylor

Also In Attendance:

Don Meltabarger, School Business Manager
Dave Putnam, Parks & Recreation Director
Edward Ball, Parks & Recreation Grounds Superintendent
Kyle Foley, Flanders Fire Chief
Mike Giannattasio, Director of Public Works
Chuck Holyfield, Highway/Sanitation Superintendent
Anna Johnson, Finance Director

Public In Attendance:

John Drabik, Bob Gadbois, Joe Mingo, Karen Rak, Joe Raia, Mike Schulz
Amy Renczkowski, Day Staff Reporter

A. Board Members & Staff will meet outside the Town Hall at 5 PM and Board the Bus for an Informational Tour of the Town Facilities

First Selectman Paul Formica boarded the bus with other Board members, and members of the Public. Staff followed in various Town vehicles.

Mr. Formica listed the facilities that they would view and the order in which they would be viewed. He explained that this was an informational site tour only; meant to facilitate familiarity with these facilities as they would be the topic of discussion for the two Boards in the near future in conjunction with the proposed Capital Plan for 2010.

◇ **Board of Education Storage Area**

Upon arrival at the Board of Education Storage Area located behind the Flanders Fire Station off of Boston Post Road, the group exited the bus and toured the storage area viewing large mowers on the grounds near the storage trailers because there was no room for them in the trailers.

Mr. Formica suggested that they review this with an eye on the future and what potential opportunities there might be. He explained the potential for a new entrance/exit to the area coming in on the other side of the Fire Station in conjunction with the Gateway project that would make access much safer and easier.

Don Meltabarger, School Business Manager explained what the five (5) metal storage trailers hold in terms of equipment for the schools. He noted that the Board of Ed could do off-site storage of the mowers and like equipment during the off-season however for the active season, they would have to haul them to the location if they were stored off-site.

An observation was made that they would have to haul them anyways from this area that they were viewing to the site that they would be used at.

Mr. Meltabarger and Mr. Raia noted that they are currently paying rent for the trailers that they are using for storage.

Kyle Foley, Flanders Fire Chief said that they have tried purchasing covers for the mowers that they see outside however, they continually disappear, even though they are located behind the fire station.

◇ **Parks & Recreation Facility**

Dave Putnam, Parks & recreation Director explained the Parks & recreation maintenance facility located just below the Town Garage near the salt shed on Roxbury Road. In the 1950's it was known and used as the Town Garage and it became the Parks & Recreation maintenance facility in the 1970's. He noted that the employees punch in at this location and that there is also equipment stored in the downstairs level and outside and that they also own a trailer that they put equipment in. The salt shed is in close proximity to them as well as the sign shop which doubles as use for regular maintenance repairs.

◇ **Town Garage**

Mr. Formica noted that this area is where they have intentioned spending the money for renovations and on plans for an 8000 sq. ft. addition to the current 8000 sq. ft. facility (for a total of 16,000 sq. ft.). This 8000 sq. ft. facility houses all of the highway equipment that they can fit in it. The rest sits outside around the perimeter of this facility. The plan was to add on for more vehicle storage and repair area.

Mr. Giannattasio said that the maintenance and repairs are all done in this facility. The equipment that does not fit inside is left outside. The garbage trucks are left outside as they do not have a separate area to put them where they can be separated from the working area due to the 'smell' from the garbage that they haul. This 8000 sq. ft. building also houses a small office for the Highway/Sanitation Superintendent and Supervisors, a lunch/break area for the employees, the time clock area for all employees to punch in and out at, the storage area for the mechanic's parts for repairs to the fleet of vehicles and the repair areas. The Town uses the Water& Sewer mechanics shop for the rest of the fleet. The roof on this building needs replacement however, they have been holding off on doing it.

Mr. Formica noted that it is very important to have inventory control and that it is tough to do that when you have vehicles inside and outside of the building.

Mr. Taylor asked how this particular building would be used if they were to move its' operations to another facility.

Mr. Formica said that they could discuss and determine that at a future time should that happen. He added that there would be plenty of use for this building in light of what they have been viewing.

B. Travel on the Bus to 8 Capitol Drive and Tour the Building

Mr. Formica explained that the 29,000 sq. ft. facility on this property went to auction in mid-July and that they have been working on the possible acquisition of it as well as the two one-acre lots adjacent to it. The lots would be under a separate agreement.

Mr. Putnam opened one of the large bay doors to the facility for the constituency to tour the area. It was noted that this 29,000 sq. ft. building would be able to support every maintenance vehicle that the Town has as well as an office facility to work in.

Mr. Giannattasio said that there was also a separate storage area in the back (with its' own access/egress) where they could house the 'stinky' garbage trucks in an enclosed area that would not interfere with the main area. The bay doors also facilitate a means of driving in, around and out without the need to shuffle vehicles.

The property adjacent to this site could potentially provide room for the storage of the school buses or afford them other opportunities.

Mr. Formica said that they are looking for approximately \$1.5M for this property and that he would guesstimate that another \$600,000 could be spent on renovations to section it as they would need it and that would afford them a facility where they could house all the vehicles and also work on them. He asked that they consider the potential opportunities.

Mr. Giannattasio noted that they could spend that same amount of money and only get the 8000 sq. ft. addition to the current Town Garage facility and still not be able to house all of the vehicles. When asked for

a rough estimate of what it would cost to construct a facility such as the facility that they were currently viewing (approx. 30,000 sq. ft.), Mr. Giannattasio said that it would probably fall in the \$13M range.

C. Return to Town Hall

Eight minutes after leaving 8 Capitol Drive, the bus arrived at the Town Hall Parking Lot. Mr. Formica noted that this concluded the tour and thanked everyone for coming.

D. Adjournment

****MOTION (1)**

Mr. Kleinhans moved to adjourn this Special Meeting of the East Lyme Board of Selectmen and Board of Finance at 6:45 PM.

Mr. Hogan seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

Respectfully submitted,

Karen Zmitruk,
Recording Secretary, Pro-tem