

TOWN OF EAST HAMPTON

RFP # 2014-01

DATE RECEIVED: July 30, 2013

TIME RECEIVED: 11:00 am

DEPT: Town Manager/Human Resources

SUBJECT OF BID REQUEST: Organizational Evaluation

LOCATION OF BID OPENING: Town Hall Meeting Room

	<u>BIDDERS</u>	<u>OTHER BID INFORMATION</u>	<u>BID AMOUNT</u>
1	Blum Shapiro		\$53,000-55,000
2	Mott MacDonald		\$60,011
3	Matrix Consulting Group		\$55,000
4	Kardas Larson		\$11,500-13,500
5	ICA Consulting, LLC		\$20,670
6	D I Jacobs Consulting		\$25,000
7	CGR		\$49,000
8	Management Partners		\$44,990
9	Randi Frank		\$69,500-99,500
10	Traaen & Associates, LLC	Not to exceed	\$49,000+travel
11	Dhillon Management Services		\$49,520
12	The Novak Consulting Group		\$47,500
13	Organizational Performance Group		\$53,742
14			
15			
16			
17			
18			
19			
20			

We, The Undersigned, Herby Certify That The Above Listed Bids were Publicly Opened and Read and That This Is A True Listing To The Best of Our Knowledge And Belief.

Dated: 7/30/2013

Signed: Lisa Susman
Title: HR Coordinator

Signed: [Signature]
Title: Finance Director

AUTHORIZING RESOLUTION OF THE
EAST HAMPTON TOWN COUNCIL

I, Sandra M. Wieleba, Town Clerk of the Town of East Hampton, do hereby certify that the following is a true and correct copy of a resolution adopted by the East Hampton Town Council at its duly called and held meeting on Tuesday, September 10, 2013, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded or revoked and is at present in full force and effect:

RESOLVED, that the Town Council may enter into with and deliver to the State of Connecticut Department of Emergency Management and Homeland Security, any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that Michael Maniscalco, Town Manager of the Town of East Hampton, is authorized and directed to execute and deliver any and all documents on behalf of the Town Council and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

The undersigned further certifies that Michael Maniscalco now holds the office of Town Manager and that he has held that office since July 1, 2012.

IN WITNESS WHEREOF: The undersigned has executed this certificate this 11th day of September, 2013.

Sandra M. Wieleba, Town Clerk

JUL 11 2013

Town of East Hampton

Assessment Deferral Program Application

I. Application Information:

A. Property Address: 130, 138, 140 East High Street
 Map 10A Block 85 Lot 5B
32 85 5A
5

B. Owner: LCS Properties, LLC

C. Nature of owner's interest in the property (i.e., sole owner, 50% share holder, etc.)
sole owner

D. Name, mailing address and phone number of person to contact concerning application (i.e. owner or authorized agent):

Name: Steven J. Motto

Address: 344 North Main Street, Marlborough, CT

Telephone: 860-267-6822

II Rehabilitation/ New Construction

A. Expected date of commencement: Phase 1- 9/1/13

B. Expected date of completion: Phase 1- 1/1/15- Full Build 1/1/19

C. Type of Rehabilitation or construction (specify): Mixed use development - new construction

D. Property use (please list all proposed uses):

Phase 1-16,800 SF Retail/Office & 40 Garden Apartments.

Full Build-74,500 SF Retail/Office, 119 Apartments, 48 attached homes, 49 single family homes

E. Square footage of new construction Phase 1- 57,000 SF
Full Build- 400,000 SF

F. Approximate cost of proposed construction: Phase 1-\$7.5 Million
Full Build-\$46.6 Million

I. Current assessed value of property:
Land: (130) 159,040 (138) 34,730 (140) 87,910 TOTAL 281,680
Building(s): (130) 192,050 (130) 70,080 (140) 64,040 TOTAL 326,170
(If more than one, list assessment on each and check building(s) to be improved)
all existing building to be demolished to allow for new construction

IV. Other tax subsidies
A. Are you receiving abatement or deferral of tax increases for the subject property under any other program? () Yes (x) No

If so, describe: _____

V. Sworn statement

I certify that all information in this application, and all information furnished in support of this application, is true and complete to the best of my knowledge and belief.


Signature (property owner)
Steven J. Motto

July 10, 2013
Date

Subscribed and sworn to me this 10th day of July 20 13

Marianne Bober, Notary Public
Commission Expiration: 12/31/2013
Name and title: Clerk or Commissioner
Of the Superior Court, Notary Public,
Justice of the Peace, Judge


Signature

EAST HAMPTON, CONNECTICUT
ASSESSMENT DEFERRAL PROGRAM

ASSESSMENT DEFERRAL REVIEW: BUILDING/ZONING

PROPERTY ADDRESS: 130, 138, 140 EAST HIGH STREET

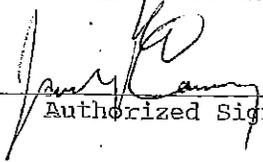
MAP ^{10A} 10A BLOCK ⁸⁵ 85 LOT ^{5B} 5A
₃₂ ₈₅ ₅

PROPERTY OWNER: LCS PROPERTIES L.L.C.

DATE RECEIVED: 7-15-2013

1. Zoning Compliance Review 6-6-2013 Zone Change Granted,
P-Z special permit, Phase I site plan approved
2. Code Infraction Verification No infractions
3. Building Plans Review On-going code compliance assured
4. Rehabilitation and/or Construction Cost Estimates Full Build Out
\$ 46.6 million 46,600,000

I have reviewed the proposed project and find it and required CT CGS
supporting materials in compliance with the Criteria for 12-65B
Eligibility as set forth in the approved Resolution and
Establishment of Criteria.


Authorized Signature

7/15/13
Date

EAST HAMPTON, CONNECTICUT
ASSESSMENT DEFERRAL PROGRAM

NOTORIZED STATEMENT ON EAST HAMPTON PROPERTY TAXES

I solemnly swear or affirm, with knowledge of the penalties for perjury and false statement, that the property located at

130, 133, 140 EAST HIGH STREET, EAST HAMPTON CT. 06424
(address of subject property)

or any other East Hampton property in which I have a legal, financial, or equitable interest is not in any tax or legally assessed fee arrears.

H. Platt
Signature (Property Owner)

7/15/13
Date

Subscribed and sworn by me this 15 day of July, 2013

Bernice C. Bartlett Notary
Name and Title: Clerk or
Commissioner of the Superior
Court, Notary Public, Justice
of the Peace, or Judge

Bernice C. Bartlett
Signature

BERNICE C. BARTLETT
NOTARY PUBLIC
MY COMMISSION EXPIRES JAN. 31, 2014

Note: Subsequent revelation of false statement shall result in the immediate revocation of any agreement and the payment of all taxes abated to the date of the agreement.

EAST HAMPTON, CONNECTICUT

ASSESSMENT DEFERRAL PROGRAM

ASSESSMENT DEFERRAL REVIEW: ASSESSOR

Property Address: 130, 138, 140 EAST HIGH STREET

Map 10A Block 85 Lot 5B
32 85 5

Property Owner: L.C.S. PROPERTIES L.L.C.

Date Received: JUNE 6TH 2012

1. Assessment prior to rehabilitation and/or new construction:
\$ 331,620 BLDGS.

2. Anticipated post-rehabilitation and/or new construction
assessment:
\$ \$46.6 million

3. Explanation of Increase: _____

4. Change in assessment caused by rehabilitation:

Amount: 46,268,380 Percentage: 99.28870

Approved; anticipated increase in assessment of
rehabilitation, additions/or new construction is 35% or more.

Rejected; anticipated assessment increase is less than 35%.

Approved; cost of new construction is in excess of \$150,000.

Rejected; cost of new construction is less than \$150,000.

Carol Ann Tyle
Authorized Signature

July 15, 2013
Date

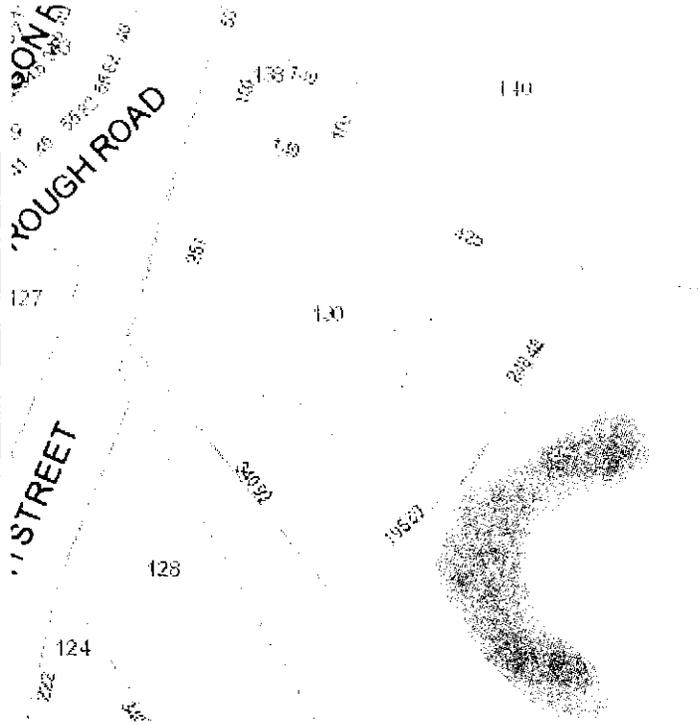


Town of East Hampton, Connecticut

Property Record Card Card 1 of 1

130 EAST HIGH ST

ID: 10A-85-5B Account #: R00052



Owner: LCS PROPERTIES LLC
Co-Owner:
Address: 207 HOG HILL RD
EAST HAMPTON CT 06424

Assessment: Total: 351090
Building: 192050 Land: 153590 Yard: 5450

Sales History

<u>Grantor</u>	<u>Book / Page</u>	<u>Sale Date</u>	<u>Sale Price</u>
LCS PROPERTIES LLC	468/ 463	2007-10-25	589000
WHITEHOUSE APARTMENTS LLC	449/ 359	2006-08-31	
ALICEA NADINE	226/ 74	1989-04-06	



MainStreetGIS, LLC
www.mainstreetgis.com

Land Information

Land Area: 2.97 AC Zoning: DD
Land Use: 201 - Commercial Improv
Neighborhood: COM

Building Information

Style:
Year Built: 1953
Rooms: Bedrooms:
Baths: Half Baths:
Living Area:
Gross Area:

Stories:
Heat Fuel:
Heat Type:
AC Type:
Roof Structure:
Roof Covering:
Kitchens: Fireplaces:

Extra Features

<u>Description</u>	<u>Area / Units</u>	<u>Assessment</u>
Shed	660	4620
Garage	480	830

Sub Areas

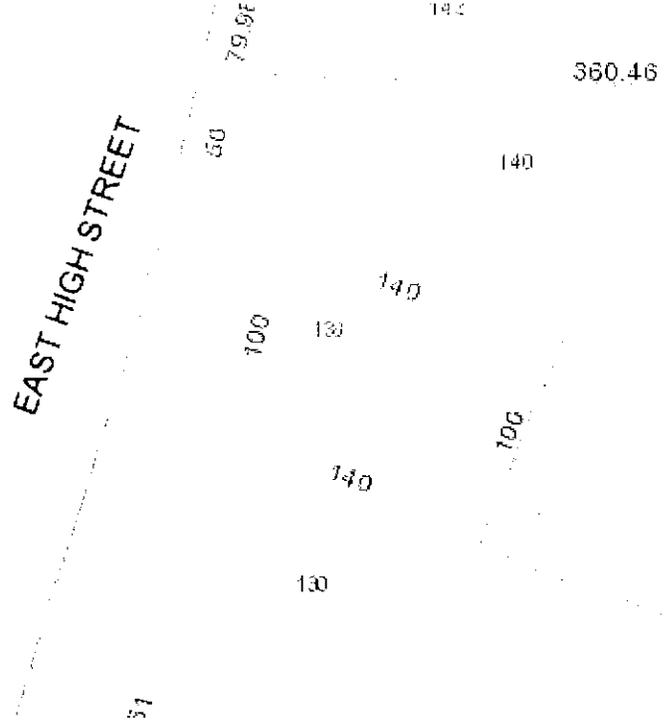
<u>Description</u>	<u>Living Area</u>	<u>Gross Area</u>
Canopy	0	168
First Floor	7292	7292

Property information last updated: Monthly - Printed from: <http://www.mainstreetmaps.com/CT/EastHampton/>



Town of East Hampton, Connecticut
Property Record Card Card 1 of 1

138 EAST HIGH ST
ID: **10A-85-5A** Account #: **R02703**



Owner: LCS PROPERTIES LLC
Co-Owner:
Address: 207 HOG HILL RD
EAST HAMPTON CT 06424

Assessment: Total: 104810
Building: 70080 Land: 34730 Yard: 0

Sales History

<u>Grantor</u>	<u>Book / Page</u>	<u>Sale Date</u>	<u>Sale Price</u>
LCS PROPERTIES LLC	477/ 899	2008-06-05	180000
MOTTO STEPHEN J + LISA	468/ 474	2007-10-25	
LOOS GEORGE A + MARY F	184/ 341	1985-06-26	



MainStreetGIS, LLC
www.mainstreetgis.com

Land Information

Land Area: 0.32 AC Zoning: DD
Land Use: 101 - Single Family
Neighborhood: 400

Building Information

Style: Cape Cod
Year Built: 1938
Rooms: 6 Bedrooms: 03
Baths: 1 Half Baths: 0
Living Area: 816
Gross Area: 2534

Stories: 1 Story
Heat Fuel: Oil
Heat Type: Hot Water
AC Type: None
Roof Structure: Gable
Roof Covering: Asphalt Shingle
Kitchens: 1 Fireplaces:

Extra Features

<u>Description</u>	<u>Area / Units</u>	<u>Assessment</u>
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Sub Areas

<u>Description</u>	<u>Living Area</u>	<u>Gross Area</u>
Expansion Attic Unfinished	0	816
Framed Open Porch	0	44
First Floor	816	816
Enclosed Porch	0	42
Unfin Basement	0	816

Property information last updated: Monthly - Printed from: <http://www.mainstreetmaps.com/CT/EastHampton/>

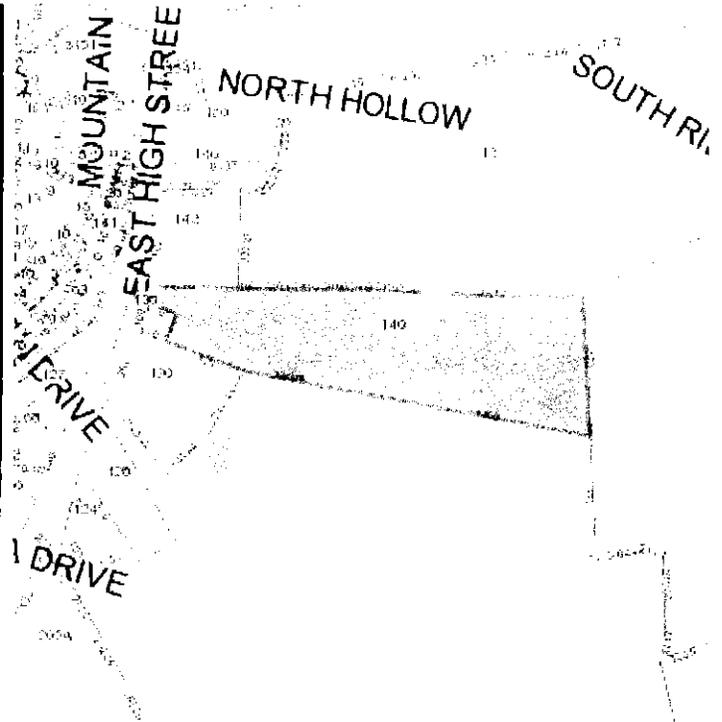


Town of East Hampton, Connecticut

Property Record Card Card 1 of 1

140 EAST HIGH ST

ID: 32-85-5 Account#: R04687



Owner: LCS PROPERTIES LLC
Co-Owner:
Address: 207 HOG HILL RD
EAST HAMPTON CT 06424

Assessment: Total: 151950
Building: 64040 Land: 87910 Yard: 0

Sales History

<u>Grantor</u>	<u>Book / Page</u>	<u>Sale Date</u>	<u>Sale Price</u>
LCS PROPERTIES LLC	477 / 901	2008-06-05	320000
MOTTO STEPHEN J + LISA	471 / 982	2008-01-24	320000
LOOS GEORGE A + MARY F	284 / 537	1996-10-01	



MainStreetGIS, LLC
www.mainstreetgis.com

Land Information

Land Area: 16 AC Zoning: R-2S
Land Use: 101 - Single Family
Neighborhood: 400

Building Information

Style: Ranch
Year Built: 1963
Rooms: 5 Bedrooms: 03
Baths: 1 Half Baths: 0
Living Area: 1044
Gross Area: 2312

Stories: 1 Story
Heat Fuel: Oil
Heat Type: Hot Water
AC Type: None
Roof Structure: Gable
Roof Covering: Asphalt Shingl
Kitchens: 0 Fireplaces:

Extra Features

<u>Description</u>	<u>Area / Units</u>	<u>Assessment</u>
Sub Areas		
<u>Description</u>	<u>Living Area</u>	<u>Gross Area</u>
First Floor	1044	1044
Shed	0	224
Partial Basement	0	1044

Property information last updated: Monthly - Printed from: <http://www.mainstreetmaps.com/CT/EastHampton/>

Provided
By Developer @
EDL on 7/30/13

Edgewater Hill Full Build Potential Job & Tax Analysis

7/30/2013 17:55

Units	Sq Feet	Units	Est Taxes				Total
			Real Estate	Pers Prop	MV	Total	
Day Care Building	16,863	1	37,942	33,726	0	71,668	
Apartments - Garden	1,013	40	91,170	0	40000	131,170	
Apartments - Garden	1,013	32	72,936	2,279	32000	107,215	
Retail	1,880	15	63,450	56,400		119,850	
Office	1,960	15	66,150	58,800		124,950	
Apartments - Over Retail	1,132	47	119,709	0	47000	166,709	
Town Houses	1,866	48	201,528	0	48000	249,528	
Tower Homes	1,650	14	51,975	0	14000	65,975	
Bungalow Homes	1,600	33	118,800	0	33000	151,800	
Single Family	2,400	12	64,800	0	12000	76,800	
Community Center	2,011	1	4,525	4,525		9,050	
Totals		258	892,985	155,730	226,000	1,274,715	

Phase 1

Spreadsheet Assumptions
 Taxes/Sq Ft Taxes/Sq Ft Taxes/Unit Jobs/1000 Sq Ft
 2.25 2 1000 4

**TOWN OF EAST HAMPTON
AGENDA REPORT**

AGENDA ITEM: 86

DATE: August 28, 2013

SUBJECT: **Brewer Road and Christopher Brook**

DEPARTMENT: Public Works

BACKGROUND

On November 13th, 2012 Town Council approved two resolutions for the Brewer Road Pavement Rehabilitation and Christopher Brook Culvert Replacement projects (See attached). Both resolutions mentioned a required local match and a commitment to fund the match however no funding source was identified. Town Council will need to authorize the transfer of funds for the local match. The local match amounts and funding sources are as follows:

- 1) Brewer Road - \$72,500 from Fund 25 (Town Aid Road)
- 2) Christopher Brook – \$51,200 from Fund 25 (Town Aid Road)

RECOMMENDED MOTION

Resolved that the Finance Director be authorized to transfer from the Town Aid Road Fund \$123,700 to the Capital Initiatives Fund for the purpose of satisfying the local matching requirement for the Brewer Road and Christopher Brook projects.

ALTERNATIVE ACTIONS

None

FISCAL IMPACT The local match is from the Town Aid Road grant program. This is a state funded grant.

TOWN OF EAST HAMPTON
RESOLUTION

Pavement rehabilitation of approximately 2200 feet of Brewer Road from Mott Hill Road to White Birch Road.

WHEREAS, the town of East Hampton has published a news release, mailed a copy of the news release to required officials and agencies, and mailed a preliminary notification letter to abutting property and business owners and tenants, announcing a proposed transportation project known as BREWER ROAD PAVEMENT REHABILITATION; and

WHEREAS, a public comment period was given from October 23, 2012 to November 6, 2012 which allowed interested parties to voice their concerns; and

WHEREAS, the preliminary engineering phase will be funded exclusively by the town of East Hampton and the construction phase will be funded utilizing 80% Federal funds and 20% municipal funds; and

WHEREAS, the Lower Connecticut River Valley Council of Governments (formerly the Midstate Regional Planning Agency) has selected this project as a regional priority and to utilize federal funds for construction activities; and

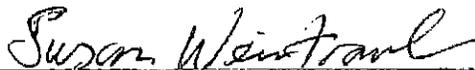
WHEREAS; the Chairman of the Town Council has considered the concerns of the residents from the public comment period and finds that the proposed BREWER ROAD PAVEMENT REHABILITATION is in the best interest of the town of East Hampton, and will promote the health, safety and general welfare of its residents and provide for convenience and safety of the traveling public.

WHEREAS; the town of East Hampton, based on the above information, and by virtue of this resolution, hereby fully supports the proposed project;

NOW, THEREFORE, BE IT RESOLVED, that the town of East Hampton hereby supports the STP Urban Transportation Project titled BREWER ROAD PAVEMENT REHABILITATION and hereby commits to funding the municipal share.

Dated at East Hampton, Connecticut this 13th day of November, 2012.

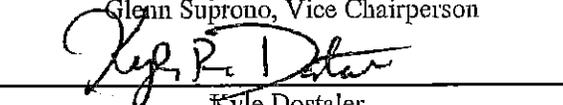
EAST HAMPTON TOWN COUNCIL



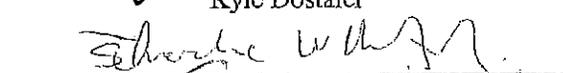
Susan Weintraub, Chairperson



Glenn Suprono, Vice Chairperson



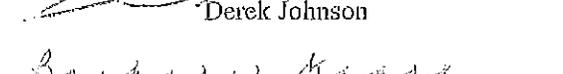
Kyle Dostaler



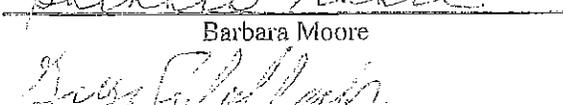
Theodore Hintz, Jr.



Derek Johnson



Barbara Moore



George Pfaffenbach

**CONNECTICUT DEPARTMENT OF TRANSPORTATION
OFFICE OF ENGINEERING SERVICES
PROJECT DEVELOPMENT UNIT
PROJECT NO. 41-H002
BREWER ROAD PAVEMENT REHABILITATION
TOWN OF EAST HAMPTON**

PROJECT SUMMARY REPORT

Date: 8/30/2012

INITIATION:

The Town of East Hampton, through the Midstate Regional Planning Agency, submitted an application to ConnDOT for roadway improvements under the STP urban program. The proposed project is located on Brewer Road from the intersection with Mott Hill Road easterly to White Birch Road, approximately 2200 feet. The proposal includes reclaiming and minor widening on Brewer Road. This project is considered pavement rehabilitation with a reimbursable funding split of 80% Federal and 20% Town.

EXISTING CONDITIONS:

Within the project limits, *Brewer Road* is a two lane urban collector varying in width from 20' to 26' with oil gravel/chip seal pavement and limited areas of bituminous curbing. Beginning at the Mott Hill Road intersection, Brewer Road travels easterly through a residential area terminating at the T-type intersection with White Birch Road. The project is approximately 2200' long.

Roadway: The roadway geometry is characterized by slight horizontal curvature and moderate, undulating grades. However, there is one sharp horizontal curve north of Mott Hill Road. This horizontal curve, near the beginning of the project, is sub-standard based on the ConnDOT Highway Design Manual. Some sightline restrictions also occur in the same vicinity due to a crest vertical curve just east of the horizontal curve. There are three residential side roads on the north side of Brewer Road within the project limits, all forming T-type intersections with Brewer Road, and all with stop-control for the side roads. Sightlines appear to be adequate from the side road intersections, except in the vicinity of the sharp curve.

At its narrowest, in the vicinity of Birchwood Drive at a cross culvert conveying an unnamed brook, the roadway is approximately 19' wide. The distance between the culvert endwalls is 28'. The remaining roadway width varies from 20'-10" to 23'-7". Curbing along Brewer Road is intermittent with erosion occurring at various locations along the edge of road. The existing pavement is in fair to poor condition with distress and alligator cracking, broken edges and wheel rutting present. The roadway has sufficient crown. Several locations along the roadway have rocks protruding through the pavement surface causing circular cracking 3' to 4' in diameter. Several locations also have large rocks or ledge at the edge of road. The town dug three test pits which indicated that the existing pavement structure consists of 2" to 4" of asphalt on 11" to 13" of medium sandy gravel subbase.

Drainage: The roadway drainage system consists primarily of catch basins at the corners of the intersecting side streets with sheet flow being the primary drainage method for the roadway. Gutter flow between basins appears to be causing some erosion due to missing sections of curbing. The catch basins are recessed into the pavement as a result of not being reset prior to the last overlay.

An unnamed brook is conveyed beneath Brewer Road by a 36" RCP 70 feet west of Birchwood Drive. The culvert appears in good condition flowing approximately 3" of water at the invert and has concrete end walls. The end walls appear to be in good condition. An 18" culvert with a deteriorated metal culvert end outlets next to the 36" RCP. The inlet of the 36" RCP is partially plugged by forest debris. There appears to be approximately 2' of cover above the 36" RCP.

Land-use: Brewer Road in the proposed project area is bounded by residential properties to the north and open space/agricultural land to the south.

Traffic/Pedestrian/ Safety data: The posted speed limit is 25 mph. The reported traffic volume is 1030 vehicles per day. All intersections within the project limits are stop controlled.

Within the latest 5 years of available accident data, from 2006 to 2010 inclusive, there has been one accident located within the project limits. The accident was a fixed object type (utility pole, off road left), occurring during a snow event at the Mott Hill Road intersection.

Due to lack of adequate shoulders, pedestrians and bicycles must walk or ride in the travel lane. There were no accidents reported involving pedestrians or bicycles.

A large dead tree is directly adjacent to the edge of roadway near the culvert crossing.

Utilities: The utilities located along Brewer Road are overhead. The Utility companies with facilities in the area of the proposed project are, Comcast of Middletown, AT&T Connecticut, and Northeast Utilities. No underground utilities are present.

Environmental: The unnamed brook under Brewer Road is not in a FEMA Flood Hazard Zone. A Species of special concern may reside in this area based on the DEEP NDDB.

PROPOSED IMPROVEMENTS:

Roadway: It is proposed to perform a uniform widening of Brewer Road to 24' composed of 10' travelways and 2' shoulders for the length of the project, to meet minimum design standards. Currently the average width of Brewer Road is approximately 22'. Reclamation will be performed on the remaining portion of roadway. Prior to reclamation, any large rocks protruding through the roadway surface or that can be detected beneath the pavement must be removed. The proposed pavement structure for the widened areas is 4" HMA on 6" of Processed Aggregate Base on 10" of Subbase including the final overlay. The reclaimed area will have two 2" HMA lifts (4" total) on 2" processed aggregate base leveling course on the reclaimed base. The second lift will be from curb to curb to include the widened areas for a total of 4" of HMA. Some of the reclaimed base may be graded out to increase the roadway width where minimal widening is required. At the 36" cross culvert guide rail will be installed above both end walls. This is also the narrowest section of roadway necking down to 19' of pavement although there is sufficient width between the concrete end walls to widen to 24'. The southern end wall will need to be reviewed during design to determine if its height is adequate to support the additional pavement width. New curbing will be installed in all cut areas and areas which were eroding due to the lack of curbing.

The horizontal curve at the beginning of the project has a substandard radius. To bring this curve up to standards would require ROW acquisitions and is outside the scope of improvements.

Traffic: It is proposed to upgrade all signs and pavement markings.

Drainage: It is proposed to reset 5 catch basins with new tops. No new basins or culverts are being proposed. Approximately 800' of underdrain will be installed in areas where required. A deteriorated 18" metal culvert end located at the unnamed brook next to the 36" RCP cross culvert should be replaced.

Safety: R-B 350 guiderail is proposed on both sides of the road at the existing 36" cross culvert. It is recommended that guiderail be installed on the outside of the horizontal curve near the beginning of the project. The 30" dead tree near the culvert adjacent to the roadway will be removed under this project. Any other trees, rocks or ledge within the clear zone should be considered for removal under the project, or they may be addressed after the project completion.

Pedestrian/Bicycle: The additional width proposed improves pedestrian and bike access and safety.

Utilities: One or two utility poles may require relocation near White Birch Road.

DESIGN ELEMENTS:

Roadway Classifications: Brewer Road – Urban Collector

Standards Utilized: Connecticut Highway Design Manual - 2003 – 3R Criteria (Urban Collector – Suburban development)

85th percentile speed: 40 mph (town supplied data)

Posted Speed Limit: 25 mph

Design Speed: 40 mph

ADT: 1030 vpd

Design Standards:

<i>Element</i>	<i>Existing</i>	<i>Standards</i>	<i>Proposed</i>
Travel Lane Width	10'	10'-12'	10'
Shoulder Width	1'	2'-8'	2'
SSD	210'*	305'	Existing
Min. Radius ($e_{max} = 4\%$)	100'*	490'	Existing
Minimum Grade	>0.5%	0.5%	Existing
Clear Zone	8'min	10'	10'

*at one horizontal curve

Design Exceptions: With the revisions to the Highway Design Manual of January 31, 2012, reclamation projects are no longer exempt from the design exception process, so design exceptions for Stopping Sight Distance and Minimum Radius are required by the current manual. However, Design Manual revisions are being drafted that would provide additional flexibility for this type of pavement rehabilitation *on locally owned roadways*. Those revisions are anticipated in January, 2013. Alternatively, the project limits could be reduced to exclude the sharp curve.

IMPACTS:

- *Environmental Compliance* – A Task 100 screening was not performed; no contaminated material is anticipated at this site within the depth of the proposed reclamation work.
- *Environmental Permits Required* – No environmental permits are anticipated.
- *Maintenance and Protection of Traffic* – Traffic will be maintained throughout construction with at least alternating one-way operations.
- *Utilities* – Two utility pole relocations are likely.
- *R.O.W.* – No ROW is anticipated.
- *Historical* – No anticipated effects.

PRELIMINARY COST ESTIMATE: /FUNDING ISSUES:

The Department's Project Development Unit has estimated the cost of the project phases as follows:

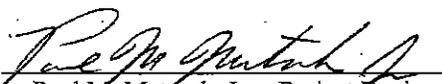
Funding Shares: 80-20

	<u>Federal</u>	<u>State</u>	<u>Municipal</u>	<u>Total</u>
Preliminary Eng. Phase				
PE(oversight)	\$0	\$46,000	\$0	\$46,000
Construction Phase				
Contract Items	\$232,000	\$0	\$58,000	\$290,000
Incidentals	\$34,800	\$0	\$8,700	\$43,500
Contingencies	\$23,200	\$0	\$5,800	\$29,000
Sub-Total Construction	\$290,000	\$0	\$72,500	\$362,500
TOTAL SHARES	\$290,000	\$46,000	\$72,500	\$408,500

Funding/ Public Involvement: It is anticipated that funding for this project will use 80% Federal STP-Urban monies and 20% Municipal monies for the construction phase only. Any qualified cost over runs would be covered with Federal (80%) and Town (20%) funds, except that the town's liability for all approved and participating construction costs will be capped at the time of low bid. The State will be responsible for 100% of PE oversight costs. The town will advertise and administer the project. Construction funds will be obligated in FFY2013.

If the town hires a consultant engineering firm to perform the construction inspection they will have to follow the Qualification Based Selection (QBS) to qualify for reimbursement. The town may perform construction inspection itself. Under this scenario the town would qualify to be reimbursed at the above percentages.

Upon completion of the Scope Confirmation Meeting, the town should begin the public involvement process including a notice in the paper, at a minimum. Direct mailings to the abutting property owners are also recommended. Upon completion of this process and a two week public comment period, the town must provide a written resolution of support for the project to ConnDOT Project Development Unit.

Submitted By:  DATE 8/30/12
Paul M. Metsack, Jr. - Project Engineer
Project Development Unit

Reviewed By:  DATE 8-30-12
Peter E. Talarico, P.E. - Supr. Engineer
Project Development Unit

**TOWN OF EAST HAMPTON
RESOLUTION**

Replacement of culverts conveying Christopher Brook under North Main Street.

WHEREAS, the town of East Hampton has published a news release, mailed a copy of the news release to required officials and agencies, and mailed a preliminary notification letter to abutting property and business owners and tenants, announcing a proposed transportation project known as CHRISTOPHER BROOK CULVERT REPLACEMENT UNDER NORTH MAIN STREET; and

WHEREAS, a public comment period was given from October 23, 2012 to November 6, 2012 which allowed interested parties to voice their concerns; and

WHEREAS, the preliminary engineering phase will be funded utilizing 80% Federal funds, 10% State funds and 10% municipal funds and the construction phase will be funded utilizing 80% Federal funds, 10% State funds and 10% municipal funds; and

WHEREAS, the Lower Connecticut River Valley Council of Governments (formerly the Midstate Regional Planning Agency) has selected this project as a regional priority and to utilize federal funds for construction activities; and

WHEREAS; the Chairman of the Town Council has considered the concerns of the residents from the public comment period and finds that the proposed CHRISTOPHER BROOK CULVERT REPLACEMENT UNDER NORTH MAIN STREET is in the best interest of the town of East Hampton, and will promote the health, safety and general welfare of its residents and provide for convenience and safety of the traveling public.

WHEREAS; the town of East Hampton, based on the above information, and by virtue of this resolution, hereby fully supports the proposed project;

NOW, THEREFORE, BE IT RESOLVED, that the town of East Hampton hereby supports the STP Urban Transportation Project titled CHRISTOPHER BROOK CULVERT REPLACEMENT UNDER NORTH MAIN STREET and hereby commits to funding the municipal share.

Dated at East Hampton, Connecticut this 13th day of November, 2012.

EAST HAMPTON TOWN COUNCIL

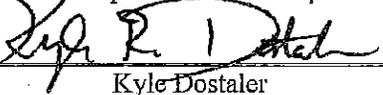


Susan Weintraub, Chairperson

Susan Weintraub, Chairperson

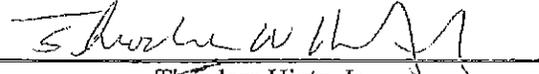


Glenn Suprono, Vice Chairperson

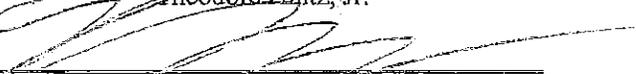


Kyle Dostaler

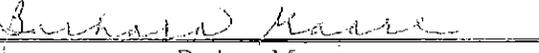
Kyle Dostaler



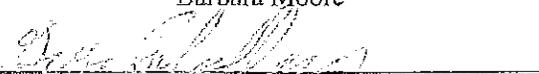
Theodore Hintz, Jr.



Derek Johnson



Barbara Moore



George Pfaffenbach

**CONNECTICUT DEPARTMENT OF TRANSPORTATION
OFFICE OF ENGINEERING SERVICES
PROJECT DEVELOPMENT UNIT
PROJECT NO. 41-H001
CHRISTOPHER BROOK CULVERT REPLACEMENT
UNDER NORTH MAIN STREET
TOWN OF EAST HAMPTON
PROJECT SUMMARY REPORT**

Date: 8/30/2012

INITIATION:

The Town of East Hampton, through the Midstate Regional Planning Agency, submitted an application to ConnDOT for roadway improvements under the STP urban program. The proposed project is located on North Main Street at the Christopher Brook crossing. The proposal includes replacing the existing three-pipe cross culvert system which conveys Christopher Brook under North Main Street with twin box culverts to address structural and hydraulic deficiencies. This project is considered a capital improvement with a reimbursable funding split of 80% Federal, 10% State, and 10% Town. Preliminary design plans have been submitted along with the town's application.

EXISTING CONDITIONS:

North Main Street is a two lane urban collector that travels along the west side of Lake Pocotopaug from Route 66 to Lake Side Drive. The roadway width is approximately 26 feet at the Christopher Brook culvert crossing. A skewed composite concrete and masonry parapet is located on the east side of the road with guiderail on the west side. There is also a wood pedestrian bridge located on the east side of the parapet wall with approximately 1 foot of clearance above the brook which connects the concrete sidewalks on either side of the brook. There is very mild horizontal and vertical roadway curvature at the culvert crossing, with a roadway sag point located roughly 45 feet north of the culverts.

Flooding has been reported at this location, causing roadway closures. This is a primary route for school buses and emergency vehicles, and the shortest detour around the lake in the event of a roadway closure is nearly 5 miles.

Roadway: The existing roadway pavement over the Christopher Brook culverts is in poor condition with evidence of settlement patches, longitudinal cracking, and alligator cracking. The skewed parapet/end wall creates a widened area of pavement and non-standard angle relative to the travel way. Currently there is bituminous concrete curbing used within the project limits.

Drainage: The existing crossing consists of three 24" corrugated metal pipes, of which one has collapsed and the other two are in poor condition, based on reported inspection of the visible ends of the pipes. The inlets are projecting beyond the inlet end wall and are submerged. A drainage review was performed by CLA Engineers for the town, which identified a drainage basin size of roughly 496 acres of woods, grasslands and residential areas, including a 48 acre swampy area that provides natural detention. The detention area provides significant attenuation of the peak discharge at the North Main Street crossing. The drainage review determined that the tailwater produced by the water surface elevation of Lake Pocotopaug, and the low available head at the inlet due to the low roadway elevation, controls the culvert capacity to a great degree. The roadway currently floods to depths of approximately 6" to 9" in large storm events.

The roadway drainage system consists of four catch basins, two on each side of the brook, which outlet through the culvert wing walls at the outlet.

Land-use: Christopher Brook discharges into Lake Pocotopaug. The area surrounding the lake is primarily residential with some commercial development. On the southeast side of the project is a marina and Sears Park, a 3-acre town-owned park immediately south of the marina. The west side borders residential properties. Open space and wetlands are located further west of the project site. There is a sanitary sewer pump station located on the northwest corner of the project.

Safety: Guide rail is located on the west side of the roadway at the Christopher Brook crossing. Guide rail end treatments are sub-standard. Sight line appears adequate for the location.

Traffic/Pedestrian data: This portion of North Main Street carries approximately 6100 vehicles per day. The posted speed limit is 30 mph.

Based on the 3-year accident data from 2007 to 2009 inclusive, there have been three accidents located near the project site. Two rear ends and one fixed object with no particular patterns are indicated. No injuries were reported. There were no accidents reported involving pedestrians or bicycles. An existing concrete sidewalk exists along the east side of the roadway within the project limits. A 5 foot wide wood pedestrian bridge conveys the sidewalk over the Christopher Brook on the east side of the parapet.

Utilities: Underground utilities are present within the project limits, consisting of forced and gravity sanitary sewer mains. The utility companies with aerial facilities in the area of the proposed project are, Comcast of Connecticut, AT&T Connecticut, and Northeast Utilities. No utility upgrades are planned within the next 5 years.

Environmental: According to the natural diversity data base there are species of special concern within ¼ mile of the project limits. A FEMA Flood Hazard Zone encompasses the project site along Christopher Brook. Lake Pocotopaug is on the Connecticut 303(d) list of impaired waters.

PROPOSED IMPROVEMENTS:

Roadway: The proposed improvement includes the installation of twin 2' x 6' concrete box culverts to convey Christopher Brook. Concrete end walls and wing walls will be installed. The proposed culverts are shallow, and embedding deeper culvert sections does not appear feasible due to the underground sanitary facilities. The roadway will be reconstructed for a total of 188 feet at a uniform 26 feet wide. The new culvert system will accommodate a section of new 5 foot concrete sidewalk and 6" concrete curbing immediately adjacent to the roadway, which will replace the existing wood bridge. There are no proposed changes to the vertical or horizontal geometry. A minor 6" increase in the roadway grade was considered in conjunction with a smaller waterway opening, but this was rejected in favor of providing the proposed twin culverts. The roadway structure will consist of 4" of HMA on 6" of Processed Aggregate Base on 10" of Subbase. This will meet the 20 year pavement design requirements. New bituminous curbing will be installed to replace the existing curbing that will be removed during construction.

Traffic: A review of traffic signs should be performed during design and signs installed or upgraded as needed.

Rights of Way: Rights of way will be required from one property to the northeast (just south of the town's pump station). A DROW and temporary work area are anticipated. Property has been acquired by the town on all other parcels in anticipation of this project.

Drainage: No new drainage is proposed. The four existing catch basin tops will be reset as required, and the existing wingwalls that support the two outlets are proposed to remain in-place.

Constructability: For estimating purposes, it was assumed that the proposed method using concrete blocks and sandbags on the upstream and downstream ends of the work area will be a feasible means of accommodating dewatering and excavation. The consultant has had recent experience in successfully employing this technique. Additionally, the town indicated that a private land owner controls the lake outlet elevation, and typically lowers the lake water surface elevation in August. Recreational traffic is also reduced at that time. Therefore, an August construction window for the culvert installation is proposed to greatly reduce water handling and requirements. Temporary water handling pipes are proposed to be installed during construction to convey any base flow to the existing drainage system on the south side of the crossing. The temporary pipes will be removed upon completion of the box culvert installation.

For maintaining at least one-way alternating traffic during construction, it is assumed a short run of sheeting will be required, with temporary barrier curb, and the cost of these items was included. It may be feasible to accommodate a 5' – 6' depth of excavation adjacent to a temporary travel path while installing the first culvert sections without sheeting; a minor increase in culvert length could facilitate this.

Safety: With the installation of the concrete box culvert the frequency of roadway overtopping should be reduced thereby improving roadway operation and safety. The guiderail will be updated the correct length of need and proper end treatments will be installed. It is noted that no parapets are proposed, and the proposed guide rail is in close proximity to the proposed wing walls. A minor increase in overall culvert length could better accommodate the required guide rail protection within its design deflection distance.

Pedestrian/Bicycle: The existing conditions will be maintained for pedestrian and bicycle traffic.

Utilities: No permanent utility relocations are anticipated. The existing sanitary sewer mains located under the Christopher Brook culverts are proposed to remain in-place and be protected during construction. However, the downstream end sections of culvert must be installed below existing aerial utility lines. Provisions may be required for shielding or temporarily relocating those lines, depending on the type of equipment required for the culvert installation.

Environmental: During the field investigation the water levels on both sides of the culvert appeared to be at the lake level or be back flowing from the lake. It was noted at the application review meeting by the town that in order to aid in water handling the lake may be lowered during the culvert installation. An Inland Wetlands permit and Flood Management Certification are anticipated to be required.

DESIGN ELEMENTS:

Roadway Classifications: North Main Street – Urban Collector

Standards Utilized: Connecticut Highway Design Manual – 2003; Improvement Type: Spot Improvement, Evaluated under 3R Criteria – Suburban Development.

Posted Speed Limit: 30 mph

Design Speed: 35 mph

ADT: 6100 vpd

Design Standards:

<i>Element</i>	<i>Existing</i>	<i>Standards</i>	<i>Proposed</i>
Travel Lane Width	11'-12'	10'-12'	10'
Shoulder Width	2'	2'-8'	3'
SSD	>250'	250'	Existing
Minimum Grade	1.6%	0.5%	Existing

Design Exceptions: No design exceptions will be required.

IMPACTS:

- *Environmental Compliance* – A Task 100 screening was not performed, though no contaminated materials involvement is anticipated.
- *Environmental Permits Required* – An Inland Wetlands permit and Flood Management Certification is anticipated.
- *Maintenance and Protection of Traffic* – Traffic will be maintained throughout construction with at least alternating one-way operations.
- *Utilities* – sanitary sewer mains will remain in place and be protected during construction; aerial utilities may require shielding and/or temporary relocation for installing culvert sections directly below them.
- *R.O.W.* – 1 temporary work area and 1 permanent DROW will be required on one property.
- *Historical Resources* – No anticipated effects.

PRELIMINARY COST ESTIMATE: /FUNDING ISSUES:

The Department's Project Development Unit has estimated the cost of the project phases as follows:

Funding Shares: 80-10-10

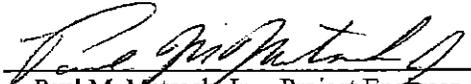
	Federal	State	Municipal	Total
Preliminary Eng. Phase				
PE(Oversight)	\$100,000	\$12,500	\$12,500	\$125,000
Rights of Way Phase				
ROW	\$8,000	\$1,000	\$1,000	\$10,000
Construction Phase				
Contract Items	\$223,200	\$27,900	\$27,900	\$279,000
Incidentals	\$56,000	\$7,000	\$7,000	\$70,000
Contingencies	\$22,400	\$2,800	\$2,800	\$28,000
Total Const.	\$301,600	\$37,700	\$37,700	\$377,000
TOTAL SHARES	\$409,600	\$51,200	\$51,200	\$512,000

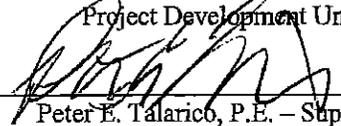
Funding/ Public Involvement: It is anticipated that funding for this project will use 80% Federal STP-Urban monies, 10% State and 10% Municipal monies for all project phases. In the interest of expediting the time-sensitive culvert replacement, the Department has agreed to allow the town to complete the started design without reimbursement of preliminary engineering (PE) costs. There will still be a PE phase for state oversight costs. Any qualified cost over runs would be covered with Federal (80%), State funds (10%), and Town funds (10%), except that the town's liability for all approved and participating construction costs will be capped at the time of low bid.

The State will administer the ROW phase of the project.

The town will administer the construction phase of the project, and they will have to commit (bond) 100% of the project cost prior to advertising. The town will also advertise the project. The town may perform the construction inspection with its forces, or utilize consultant inspection services, which must be selected through the Qualification Based Selection (QBS) process to qualify for reimbursement. Under these scenarios the town would qualify to be reimbursed for inspection costs at the above percentages.

Upon completion of the Scope Confirmation Meeting, the town should begin the public involvement process, including an informational meeting. Upon completion of this process and a two week public comment period, the town must provide a written resolution of support for the project to ConnDOT Project Development Unit.

Submitted By:  DATE 8/30/12
Paul M. Metsack, Jr. - Project Engineer
Project Development Unit

Reviewed By:  DATE 8-30-12
Peter E. Talarico, P.E. - Supr. Engineer
Project Development Unit

RESOLUTION FOR A LEGISLATIVE BODY RELATING TO A MONEY PURCHASE PLAN

RESOLUTION OF TOWN OF EAST HAMPTON, CONNECTICUT (EMPLOYER NAME),

PLAN NUMBER 10- _____

WHEREAS, the Employer has employees rendering valuable services; and

WHEREAS, the establishment of a money purchase retirement plan benefits employees by providing funds for retirement and funds for their beneficiaries in the event of death; and

WHEREAS, the Employer desires that its money purchase retirement plan be administered by ICMA-RC and that the funds held in such plan be invested in the VantageTrust, a trust established by public employers for the collective investment of funds held under their retirement and deferred compensation plans:

NOW THEREFORE BE IT RESOLVED that the Employer hereby establishes or has established a money purchase retirement plan (the "Plan") in the form of: (Select one)

- The ICMA Retirement Corporation Governmental Money Purchase Plan & Trust, pursuant to the specific provisions of the Adoption Agreement (executed copy attached hereto).
- The Plan and Trust provided by the Employer (executed copy attached hereto).

The Plan shall be maintained for the exclusive benefit of eligible employees and their beneficiaries; and

BE IT FURTHER RESOLVED that the Employer hereby executes the Declaration of Trust of VantageTrust, intending this execution to be operative with respect to any retirement or deferred compensation plan subsequently established by the Employer, if the assets of the plan are to be invested in the VantageTrust.

BE IT FURTHER RESOLVED that the Employer hereby agrees to serve as trustee under the Plan and to invest funds held under the Plan in the VantageTrust; and

BE IT FURTHER resolved that the Human Resources Director (use title of official, not name) shall be the coordinator for the Plan; shall receive reports, notices, etc., from the ICMA Retirement Corporation or the VantageTrust; shall cast, on behalf of the Employer, any required votes under the VantageTrust; may delegate any administrative duties relating to the Plan to appropriate departments; and

BE IT FURTHER RESOLVED that the Employer hereby authorizes Town Manager (use title not name) to execute all necessary agreements with the ICMA Retirement Corporation incidental to the administration of the Plan.

I, _____, Clerk of the (City, County, etc.) of EAST HAMPTON, CT, do hereby certify that the foregoing resolution proposed by (Council Member, Trustee, etc.) of EAST HAMPTON, CT, was duly passed and adopted by the (Council, Board, etc.) of the (City, County, etc.) of EAST HAMPTON, CT at a regular meeting thereof assembled this _____ day of _____, 20____, by the following vote:

AYES:

NAYS:

ABSENT:

(SEAL)

Clerk of the (City, County, etc.)



CLOUTIER & CASSELLA_{LLC}
ATTORNEYS AT LAW

Thomas A. Cloutier (1946-2011)
Edward M. Casella*
Thomas McLaughlin
Stephen P. Sobin
*Also admitted in Massachusetts

ecassella@clawos.com
tmcLaughlin@clawos.com
ssobin@clawos.com

September 5, 2013

Via Electronic Mail

Mr. Michael Maniscalco
Town Manager
Town of East Hampton
20 East High Street
East Hampton, CT 06424

***Re: Development of 13 Summit Street, East Hampton
Connection to Town Water System***

Dear Mr. Maniscalco:

Please consider this letter as a request to add the 13 Summit Street development – reservation of water usage – to the Town Council agenda for September 10th, 2013. Following our meeting on Tuesday, September 3rd, 2013, we have had follow-up discussions with the developer, Mr. Zahavi, as well as Vin Susco from the Water Pollution Control Authority. We have learned that in the event that the project is allowed to connect to the water system, the development will be charged a water tap fee of \$3,925.00 per unit which, over 30 units, amounts to a sum of \$117,750.00. Additionally, at full build out, the project will decrease the water systems operational deficit.

Based upon the sums of money that the Town will receive if the development does indeed obtain approval, Mr. Zahavi is not agreeable to perform either a well study or to conduct a future sources study for the village water system. That being said, we urge that the Town Council to grant the conditional reservation of water usage so that this project may move forward to Planning and Zoning and Wetlands approvals.

At this time, Mr. Zahavi is agreeable to the following conditions as part of the water reservation:

1. The project / development must obtain all necessary local and state approvals, including but not limited to inland wetlands, zoning, health, DOT (up to

Mr. Michael Maniscalco
Town Manager
September 5, 2013
Page 2

the building permit) within one (1) year from the grant of the conditional reservation of water usage of up to 6,625 gpd by the Town of East Hampton. In the event that the necessary approvals experience administrative delays which are beyond the control of the developer (i.e.: Army Corp of Engineer review), the Town Council shall grant reasonable extensions upon evidence of the delays. In the event that any of the necessary approvals are appealed, the time period shall be stayed during the pendency of the appeal.

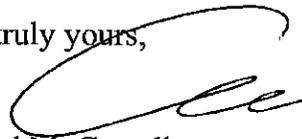
2. Building permits must be obtained and the construction / renovation must be commenced within one (1) year from the date the developer obtained all necessary local and state approvals as specified above.

3. In the event that the above-referenced timeframes are not met, then the conditional reservation of water usage may be repealed by the Town Council upon written notification to the developer, or its assigns.

We will be prepared to discuss these matters at the council meeting on September 10th, 2013.

Please contact me if you have any questions or concerns.

Very truly yours,



Edward M. Cassella

EMC/spp

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Town of East Hampton, Connecticut Business Incentive Program Ordinance

A. Purpose

The purpose of the Business Incentive Program is, in accord with the Town's Plan of Conservation and Development (POCD), to attract new businesses to the Town, promote the expansion of existing businesses (including home-based businesses relocating into commercial, industrial, and design development zones), and to encourage the rehabilitation and reuse of vacant commercial and industrial buildings. It is the intent of the Town:

- (1) to assist in the creation of jobs for local residents,
- (2) to create long term tax base growth through the appropriate replacement, reconstruction, expansion or remodeling of existing business facilities,
- (3) to encourage the construction of new commercial and industrial facilities in accord with the Future Land Use Plan found in the Town's POCD, and
- (4) to encourage substantial investment in new machinery, equipment and other personal property subject to taxation within the Town.

B. Business Incentive Program Ordinance; Authority

Subject to Connecticut General Statutes (CGS) Sec. 12-65b and Sec. 12-65h the Town of East Hampton (the Town) may, by affirmative vote of its legislative body, enter into a written agreement with any party owning or proposing to acquire an interest in real property, or an interest in real property upon which is located or proposed to be located a manufacturing facility as defined in subdivision (72) of CGS Sec. 12-81, fixing the assessment of the real property and all improvements to be constructed thereon and therein or of the personal property located in the manufacturing facility, which is the subject of the agreement in accordance with the provisions of Section I of this Ordinance.

C. Economic Development Commission

The East Hampton Economic Development Commission (EDC or "the Commission") shall provide any property owner or lessee with general information concerning the Business Incentive Program (the Program), prepare and supply interested parties with an Application to participate in the Program and any other information that may be reasonably requested by an interested party. An "interested party" is one who owns or proposes to acquire an interest in real property as defined in CGS Sec. 12-65b and who is considering replacement, reconstruction, expansion, or remodeling of existing business facilities located or to be located in East Hampton.

The EDC may perform research about any party applying to participate in the Program and may request of any such party any relevant information that in the opinion of the EDC bears upon consideration of the application. The EDC shall obtain from the Tax Assessor an evaluation of the impact of any proposed abatement of taxes on the applicable Grand List and an estimate of the impact on future Grand Lists.

D. General Requirements

Applications properly filed with the Town will be considered for the Program, provided:

- Applicant must possess a good environmental practices history and be able to demonstrate adequate financial strength to finance the proposed capital improvements and expansions to the real property and machinery and equipment purchases that would be the subject of the agreement.
- The proposed use is located in an appropriate zone as defined by East Hampton's Zoning Regulations.
- The proposed use receives approvals, licenses, and permits of the East Hampton Planning and Zoning Commission and of other East Hampton, State of Connecticut and federal agencies, boards, commissions, and officials having jurisdiction with respect to the project, as required.
- No real estate property tax or other tax or fee or municipal charge due East Hampton by the Applicant, the businesses, or any other business organization or entity owned or controlled by the Applicant is unpaid at the time the Application is submitted or at any time thereafter.
- If the Applicant is relocating its business to East Hampton, the applicant should provide a five year history of tax assessments and payments to the municipality or municipalities and/or other political subdivisions in which its business was operated.
- The project must have a clear economic benefit to East Hampton, as described by the Applicant on the application.

Notwithstanding the results of any scoring under Section H, if the project does not constitute a net benefits to the Town – economically, civically, or in quality of life – the Economic Development Commission may decline to refer the application to the Council for consideration.

E. Application Procedure

All tax incentive requests shall be made in writing on a form referred to as Business Incentive Program Application (“the Application”) published and provided by the EDC and approved by the Town Council (“Council”). The application and all accompanying documentation shall be submitted in duplicate at the Office of the Clerk (?). Upon receipt by the Clerk, one copy of the Application and materials shall be provided to the EDC for preliminary review and the Clerk should provide notice to the Council that an Application has been submitted. “Receipt by the Clerk” means an Application and all accompanying documentation required in accordance with all applicable provisions of this Ordinance is submitted.

The following timeframes for action are not mandatory, but the EDC and the Council should strive to meet them: From date of receipt by the Clerk of the Application the EDC shall have 45 days to review the Application, request additional information and meet

with the Applicant and/or the Applicant's representative. Provide the Applicant has submitted all of the information required in the Application, by the Ordinance, and by the EDC, the EDC will within 30 days thereafter report its findings to the Council. The Council will place the report on the agenda of the next regularly scheduled Council meeting for discussion and action. If the Council approves the report, the First Selectman and the Applicant shall enter into a written agreement (subject to an affirmative vote by the Board of Finance and the Town Meeting) which agreement accompanied by the report will be referred to the Board of Finance for review and action. If the Board of Finance approves the financial terms of the agreement, the Council shall place the agreement on the agenda of the next Town Meeting for its review and action.

F. Assessment of the Property Subject to the Agreement

The East Hampton Assessor shall, in the Assessor's sole discretion, determine the assessment of the real property or the personal property and any and all improvements constructed or to be constructed on or in the real property which is the subject of the agreement.

G. Guidance for Scoring Applications and Implementing this Ordinance

The purpose of this ordinance is to encourage economic growth in the Town that is in accord with the POCD in effect at the time of the given application. The POCD reflects the strongest expression of the Town's intentions for its future development, character, and quality of life. Accordingly, there is room for flexibility in scoring under Criteria listed in Section H of this Ordinance.

When scoring a new application, the members of the EDC should strive for consistency and transparency. Like applications should receive like treatment. It is appropriate – even essential – for the EDC to consult the scoring of previously granted applications when scoring a new application. Consistency between like applications must be balanced, however, with the goals of the POCD in effect at the time. Where no similar application has been submitted, care should be taken to score the new application relative to the goals of the POCD and relative to the merits of any previous application.

Only the EDC may approve or deny an application for consideration by the Council and its decision is not appealable. When approving or denying an application the EDC should issue a written statement showing the scoring and explaining its reasoning. Projects recommended to the Council must evince a clear net benefit to the Town. It is recognized that evaluation of an application under this ordinance requires a blend of quantitative and qualitative reasoning; the Commission to strive to make that reasoning plain.

H. Scoring Criteria Category Definitions

1. Location: Only projects within those areas zoned “Commercial,” “Industrial,” or “Design Development” according to the Zoning Map for the Town of East Hampton (*see* POCD) are eligible for consideration under this Ordinance. Points under this section may be awarded for Properties located in the following priority areas:
 - a. Village Center: Properties located in the Village Center district as defined by the Zoning Map for the Town of East Hampton are eligible for a maximum of 10 points.
 - b. Cobalt Center: Properties located on Route 66 between its junction with Old Depot Hill Road and its junction with Old Middletown Road are eligible for a maximum of 7 points.

Maximum points: 10

2. Use: In accord with the needs identified by the POCD and as appropriate to the site and location in town, the following uses may qualify for points: Transient housing (hotels/motels), rental housing, workforce housing, light industrial/light manufacturing, healthcare and medical services, high-technology businesses, retail, and dining. Projects for these uses may be awarded 5 points. At the EDC’s discretion, “high needs” uses under these categories may be awarded up to 10 points.

Maximum points: 10

3. Brownfields: East Hampton contains a number sites designated as “Brownfields” by the USEPA. Brownfields are real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. Cleaning up and reinvesting in these properties protects the environment, reduces blight, and takes development pressures off greenspaces and working lands – all of which are goals of East Hampton’s POCD.

Any application that proposes to remediate and commit to reuse a Brownfield as designated by the EPA or the State of Connecticut is eligible for 10 points.

Depending upon the project, financing and other factors, the Town may also seek to partner with the applicant for Federal grant funding or supply other in-kind considerations.

Maximum points: 10

4. Revitalization of an existing, inhabited structure, such revitalization defined as at least:

- a. Façade improvement: Substantial investment in improving the outward appearance of the structure or to restore non-trivial deterioration as determined by the Commission, or
- b. Rehabilitation: Significant alteration of the interior and/or exterior of a property that would result in a greater than 25% increase in its valuation, or
- c. Historical: Additional points may be awarded to either of the forgoing categories where the property is designated as “historic” by recognized Town, State or National authorities (including the Connecticut Trust for Historic Preservation), or lies within a Town-designated historic district, and such designation or location requires the adoption of techniques or design elements.

The Commission may award between 5 and 10 points for any project that falls into one of these three categories. Placement in the range is at the discretion of the Commission and will take into account such things as the cost and difficulty of the work.

Maximum points: 10

- 5. Use of a Vacant Property: The applicant may be awarded 5 points if proposing to occupy a building which has been unoccupied for a period greater than 12 months at the time the applicant signed a lease or closed on the property. If, in the opinion of the EDC, the property can be considered “blighted,” 10 points may be awarded.

Maximum points: 10

- 6. Number of Jobs Created: Points may be awarded based upon the number of non-seasonal Full Time Equivalent positions (FTEs) the business will generate:

- 1-5 FTEs: 5 points
- 5-10 FTEs: 7 points
- More than 10 FTEs: 10 points

Maximum points: 10

- 7. Cost of Services to the Town: A project or use proposed by an applicant may require the Town to assume an extraordinary cost beyond those costs contemplated by an impact fee. For example: a chemical manufacturer may require the Town to retrain and potentially re-equip its fire protection services. If the Commission determines such is the case, no points may be awarded under this category.

If no such cost exists, 5 points may be awarded.

The Commission may ask the Applicant to pay for a Fiscal Impact Analysis, to be conducted by a consultant approved by the Commission.

The Applicant may be given the opportunity to show that the Commission's determination of the cost to the Town is in error, however, the Commission makes the final determination.

Maximum points: 5

8. Design of the Building or Renovation: The Commission may award 10 points when applicant can show that the design of the renovation brings the structure into compliance with current Town Building Design Guidelines for its zone.

The Commission may award 5 points when an applicant can show that the design of a new structure complies with current Town Building Design Guidelines for its zone.

Maximum points: 10

9. Sustainable Building: The Commission may award 2 points for each of the following and up to 10 points total:

- If the investment will result in the business generating at least 20% of its own energy requirements.
- If the investment will result in the business feeding energy back into the grid.
- If the project meets at minimum LEED Gold standard or equivalent. (As of this writing, LEED is the dominant evaluation system in the US market and the one favored for use by the GSA.)
- If the project requires a public transportation node such as a bus stop.
- If the project supplies a recharge station for electric vehicles.
- Water-saving fixtures throughout.

"Sustainability" characteristics and measures are constantly evolving and the Commission may update this list periodically as it sees fit.

Maximum points: 10

10. Amount Invested

10 points	\$3M or larger investment in construction or renovations
9 points	\$1M or larger investment in construction or renovations
8 points	\$800k or larger investment in construction or renovations
7 points	\$500k or larger investment in construction or renovations
6 points	A business new to that parcel investing over \$300k or a business existing on that parcel investing at least \$250k in construction or renovations
5 points	A business new to that parcel investing over \$200k or a business existing on that parcel investing at least \$100,000 in construction or renovations

Maximum points: 10
Total Available Points: 95

I. Tax Incentive Tiers and Implementation

Depending upon the number of points an Application receives, it may be denied or, subject to a vote by the Council, provided with one of tiers of tax abatement as follows:

Fewer than 24 points: Denied

25-44 points: Third tier benefit: 70% of fixed assessment abated for two years, or 50% of fixed assessment abated for four years.

45-69 points: Second tier benefit: 70% of fixed assessment abated for three years, or 50% of fixed assessment abated for five years.

More than 70 points: Highest benefit: 100% of fixed assessment abated for years 1-3, 70% of fixed assessment abated for years 4-5, 50% of fixed assessment abated for year 6.

The Town may abate real estate property taxes based on increased real property tax assessments up to but not more than the percentages shown above.

The fixed assessment period shall commence the first fiscal year for which a tax list is prepared on the [DATE] immediately following the issuance of a Certificate of Occupancy by the appropriate building official for construction of the buildings or manufacturing facilities or other structures and all improvements in or on the real property which is the subject of the agreement. Notwithstanding anything written in this Ordinance, the Town may, in its sole discretion, offer to enter into an agreement with the Applicant for the abatement of taxes of a lesser percentage and/or fewer years.

On a case by case basis, the Town may provide other incentives in addition to the incentives provided by CGS Sec. 12-65b and Sec. 12-65h or in lieu thereof as follows: (1) waiver of building permit fees; (2) waiver of filing fees with land use agencies; or, (3) provision of in-kind services such as construction of access roads, or road widening, construction of storm drains and culverts, sidewalks, or curbing, extension of water and/or sewer lines or other public improvements.

Machinery and equipment defined in subdivision (72) of CGS Sec. 12-81 and intended to qualify for tax relief pursuant to Sec. 12-65h shall have for federal income tax purposes a depreciable useful life of five or seven years.

Construction shall commence within six months of, and not prior to, approval by the Town and shall be completed no later than 24 months from the date of approval by the Town. The times for commencement and completion of the construction are mandatory except Applicant's performance may be excused when the Applicant is prevented from performing by causes beyond the Applicant's control, including natural disasters or other calamities or a state or national declared state of emergency.

**J. Default by the Owner or Lessee Under the Terms of the Agreement;
Recapture**

Abatement of taxes under this ordinance constitutes a municipal subsidy to the successful applicant. In the event that the Applicant fails to meet negotiated benchmarks or other requirements as described herein, they shall, by the terms of the Agreement, be required to repay all abated amounts, with interest equal to the rate of inflation as of the date of default.

In addition to the specific timing benchmarks noted in Section I, the Town is encouraged to establish relevant benchmarks to be met by a successful Applicant related to the nature of the business or the project. At a minimum they must include the following triggers.

In the event the owner or lessee of the real property:

1. At any time fails pay real estate and/or personal property taxes when due and payable;
2. Fails to commence or complete on time the construction of all improvements upon the property which is the subject of the agreement;
3. Within 10 years of the date of the Agreement becomes insolvent or bankrupt or files any debtor proceedings or others file such debtor proceedings against the owner or lessee, in any court, in any jurisdiction, state or federal, and does not withdraw such filing within 90 days or such other proceedings have not been dismissed or withdrawn by such other parties within 90 days or makes an assignment for the benefit of creditors or if the property or lease is taken under and writ of execution or becomes the subject of foreclosure proceedings;

4. Abandons at any time the real property or in the case of the lessee purports to assign its lease without the express consent of the Town as set forth in Section K of this Ordinance; or,
5. Fails to perform any obligation of owner or lessee or attain any benchmark set under the terms of the agreement

such event shall constitute a material default of the agreement and the Town may terminate the agreement on the giving of written notice whereupon (a) the right of the owner and/or lessee under the terms of the agreement shall cease and come to an end; and (b) the property owner and/or lessee shall be obligated to repay the Town the amounts of all tax abatements retroactive to the due date of the first abated tax payment plus interest at the rate set and payable pursuant to provisions of CGS Sec. 12-146, all waived fees, if any, and all actual costs to the Town in providing in-kind considerations to the property owner and/or the lessee.

In the event of failure to pay a tax when due and if such delinquency continues for six months and one day, the Town shall terminate the agreement whereupon (i) the right of the owner and/or lessee to receive the tax abatement and any other considerations granted under the terms of the agreement shall be terminated; and (ii) the property owner and/or lessee shall be obligated to repay the Town the amounts of all tax abatements retroactive to the due date of the first abated tax payment plus interest at the rate set and payable pursuant to provisions of CGS Sec. 12-146, all waived fees, if any, and all actual costs to the Town in providing in-kind considerations to the property owner and/or the lessee.

K. Workout Terms

It is of no benefit to East Hampton to drive an Applicant in default into further economic straits by virtue of an onerous repayment plan. Terms for the recapture of abated taxes as described in Section J should be calculated to ensure the recapture of the highest possible percentage of public funds, taking into account the fiscal reality of the Applicant, the circumstances of the default, and the state of the project.

L. Assignment of the Agreement

The agreement between the town and the Applicant shall not be assigned by the Applicant to any person(s) or business organization or entity or estate or trust without the express consent of both the Council and the EDC which shall signify their consents by an affirmative vote taken at a separate meeting of each body duly noticed for the stated purpose. A conveyance of real property or a transfer of ownership of the business or substantially all of the assets of the business which is the subject of the agreement to a person or business organization or entity that is not owned or controlled by the Applicant, shall not constitute a valid assignment of the agreement or vest any rights under the agreement in the grantee of the real property or transferee of the business or of the assets of the business or allow for enforcement of any obligations of the Town against the Town by the grantee or transferee including but not limited to any remaining tax abatements

under the terms of the agreement. A “controlled entity” means a business which is eighty or more percent owned by the grantor or transferor.

M. Amendments to Applicable Statutes

All references in this Ordinance to CGS Sec. 12-65b or Sec. 12-65h or Sec. 12-81 or any other section of CGS made herein shall include all amendments to such statutes enacted and signed into law subsequent to the effective date of this ordinance.

N. Effective Date

This ordinance shall become effective fifteen days after publication in a newspaper having circulation in the Town. Adopted _____, [date]. Published [paper], [date]/

DRAFT

**EAST HAMPTON PUBLIC SAFETY
FACILITY COMMITTEE RESOLUTION**

AGENDA
ITEM # 89

9-5-13 Draft

Whereas, the Town's Police Department and Fire Department facilities need to be reviewed and a plan needs to be developed and implemented to ensure that these public safety facilities provide the dedicated space, infrastructure and technology needed to offer the best public safety practices and program for our community;

Whereas, the Town Council passed a motion on _____ to establish a Public Safety Facility Committee for the purpose of researching, planning and overseeing the development, design and building of a Public Safety Center; and

Whereas, there is a recognized need by the Town to comply with State and Federal mandates, State Statutes and best practices for police and fire protection; and

Whereas, it is necessary that the Town's legislative body create a Public Safety Facility Committee in order for the Town of East Hampton to receive possible funding from the State or Federal government; nonprofit organizations; and public and private foundations; and

Whereas, it is also essential that such a Public Safety Center be planned and completed in the most cost-efficient and transparent manner for the benefit of our taxpayers; it is therefore,

Resolved by the East Hampton Town Council, effective as of the date hereof, that the East Hampton Public Safety Facility Committee is established to plan and provide the necessary oversight for or with respect to a Public Safety Center; and is further resolved that the East Hampton Public Safety Facility Committee shall have the following powers and duties and be constituted as follows:

Creation, Compensation, Composition, Term, Vacancies

- (a) *Membership.* There shall be one (1) Public Safety Facility Committee with a membership composed of seven (7) members. All members shall serve without compensation and shall be appointed by the Town Council.
- (b) *Composition.* The members shall be comprised of residents or tax taxpayers with a diversity of professional expertise, specialization and life experience. Such diversity may be represented with expertise in the following professional backgrounds: public safety, architecture, landscape and/or building planning, finance and banking, network/IT, construction, purchasing/procurement, engineering, education, public works. There shall be no elected officials serving on this committee.
- (c) *Term.* The term of office shall be for the length of the proposed project.

The duly authorized Public Safety Facility Committee shall continue as a complete committee during the entire course of the project regardless of changes in the composition of the Town Council and the Board of Finance.

- (d) *Removal.* A member of the committee may be removed for cause by a majority of Town Council or by a two-thirds (2/3) vote of the entire membership of the Town Council.

- (e) *Vacancies.* The Town Council shall fill vacancies by appointment.
- (f) *Resignations.* Any member may resign from the committee by notifying the Town Manager with a 30 day written notice.
- (g) *Ex officio members.* The Town Manager, Police Chief, Fire Marshall, Chairman of the Board of Fire Commissioners, Public Works Director, or their designee, shall be ex officio members of the Public Safety Facility Committee without vote.
- (h) *Town Staff.* The Town shall provide appropriate support staff for the Public Safety Facility Committee.
- (i) All committee members shall be governed by the Town of East Hampton Code of Conduct and Code of Ethics.

Powers and Duties

The Public Safety Facility Committee shall have the following duties and powers:

- 1) Review the Town Facilities Study, the Fire Department consultant's report (due out by end of September 2013), and any other reference material provided by the Town Manager, the Police Chief, Fire Marshall and the Board of Fire Commissioners.
- 2) Visit the Town Police Department and the Fire Department Stations 1, 2 and 3. Visit newly-constructed Public Safety Complexes, PDs and FDs in Connecticut.
- 3) Identify options for a joint PD/FD/Youth Center and make recommendations to the Town Council within 12 months. Report quarterly to the Town Council with progress reports.
- 4) Determine the scope of work for the project to include overall goals and objectives, proposed location(s), overall space requirements and square footage, grant and funding opportunities, and proposed schedule.
- 5) Request the Town Council and Board of Finance to appropriate necessary funds for preliminary planning and site studies. If property is to be acquired, follow Town Charter and Board of Finance regulations for acquisition/purchase.
- 6) Select an architect through a Request for Proposal process as prescribed in Chapter 117 of the East Hampton Purchasing Ordinance.
- 7) Upon appropriation of such funds, to hire an architect to *draft plans* for construction of a Public Safety Center to provide technology and facilities for best practices for our Police and Fire Departments to protect our community.
- 8) The Public Safety Facility Committee shall retain a construction and/or project manager to fulfill its duties and responsibilities.
- 9) To approve *preliminary plans and specifications* for the project; obtain approval of preliminary plans and specifications by the Police Chief and Board of Fire Commissioners; and request the Town Council and Board of Finance to appropriate necessary funds for the total project costs.

- 10) To analyze and approve final plans and specifications of such project; obtain approval of such final plans and specifications by the Town Manager, Police Chief and Board of Fire Commissioners; and through the Town purchasing agent advertise for and receive bids for the construction of the project or any portion thereof.
- 11) Upon recommendation of the Town purchasing agent to vote award of construction contract bid to the most responsible bidder and, upon a majority vote of the Town Council to authorize the Town Manager to sign on behalf of the Town to enter into contract for construction of such project.
- 12) To be responsible for construction of such project through their appropriate agents and town's inspectors.
- 13) To examine and approve all payments in connection with the construction of such project with the advice of its agents, the project architect, and the town inspector.
- 14) To analyze and approve any change orders in the approved plans for such project within the limits of the total project appropriations.
- 15) To have province over and final approval of all expenditures of the project, including furnishings, equipment or any other appurtenances to the buildings or grounds.
- 16) To select a name for the Public Safety Center project thus constructed.
- 17) To approve and accept the completed project subject to the advice of its agents, the project architect and the town's inspectors.
- 18) To turn the building and grounds over to _____ as soon as possible after final completion and acceptance.
- 19) To obtain the necessary clearance and approval of any local or state board or agency as may be required for any of the duties and powers enumerated in this resolution.
- 20) The Public Safety Facility Committee created by this resolution shall cease and its membership be terminated without further action of the Town Council once the assigned project has been turned over to _____; provided, having that any and all insurance coverage applicable to the Public Safety Facility Committee and its members shall continue in accordance with the Town of East Hampton standard practices and policies.

Reports on work progress required.

The Public Safety Facility Committee shall submit, on a quarterly basis, budget and expenditure reports prepared in accordance with generally accepted accounting principals to the Town Council and the Board of Finance. Prior to their submission, such reports shall be reviewed by the Town's Finance Director. Annual budget and expenditure reports prepared in accordance with generally accepted accounting principals shall be audited by the Town's outside auditors and submitted to the Town Council and the Board of Finance. In conjunction with such annual reports, the along with the Finance Director, shall provide and/or update any revisions to any projected expenditures for the project. The Finance Director shall further certify that the Public Safety Facility Committee has established and explained generally accepted internal control measures. The Public Safety Facility Committee shall also periodically report on the progress of its work to the Town Council and Board of Finance.

Adopted this _____ day of _____, 2013.

Town Council

Susan B. Weintraub, Chairperson

Glenn S. Suprono, Vice Chairman

Kyle R. Dostaler

Derek M. Johnson

Fed Hintz, Jr.

George Pfaffenbach

Barbara W. Moore

DRAFT

**TOWN OF EAST HAMPTON
AGENDA REPORT**

AGENDA ITEM: 9a

DATE: September 5, 2013
SUBJECT: **Emergency Preparedness Mobile Command Unit**
DEPARTMENT: Civil Preparedness

BACKGROUND

The East Hampton Ambulance association has generously donated their old ambulance to the Emergency Management Department for use as a Mobile Command Unit. This vehicle will be available for use to all Emergency Agencies in East Hampton.

As part of this vehicle donation, equipment will be needed to be purchased to properly outfit the vehicle. I have obtained a matching grant of just under \$13,000 from the State of Connecticut to purchase most of the items needed for the vehicle. Some of the items being purchased are radios, flat screen televisions, computers, generators etc.

I am requesting the appropriation of \$7,000.00 from the special Emergency Preparedness account to cover our portion of the purchases. The Board of Finance recommended the transfer at their 8-19-2013 meeting.

RECOMMENDED MOTION

RESOLVED, that the Town Council approves the Mobile Command Unit project and authorizes funds transferred as shown below.

Transfer From			
50030000 5000	Emergency Preparedness (#23600)		\$ 7,000
TOTAL			

Transfer To			
50240000 5571	Civil Preparedness - Mobile Command Unit		\$ 7,000
TOTAL			

ALTERNATIVE ACTIONS

None

FISCAL IMPACT Funding is from the Capital Reserve Fund Emergency Preparedness project. The initial funding for this project was approved by the Board of Finance on 10-15-2012 and Town Council on 11-13-2012. The resolution at that time stated that "the specifics of the Emergency Preparedness/Disaster Recovery project be recommended by the Board of Finance and approved by Town Council prior to any funds being expended".



Quarterly Report, East Hampton High School Renovation
State Project No. TMP-042-XBTP
Period Ending June 30, 2013

To: Town Council
From: Building committee
Re: EHHS Quarterly Report No. 1

Dear Chair and Members,

Introduction:

The East Hampton High School Renovation Project has experienced a significant level of activity during this last quarter. In March the referendum was cancelled until further environmental investigations could be completed. This decision was made in an effort to reduce the chances of discovering hazardous materials during the construction phase and, in turn, reduce the chances of incurring additional unforeseen project costs at a later point in the project. The project team recommended this course of action as a proactive, reasonable step to identify potential hazardous materials on the site at this point in the project. The original project budget carried for hazardous materials has been deemed sufficient by the CM (Downes Construction) and the environmental engineering firms of Fuss & O'Neill and Eagle Environmental.

April/May:

A variety of meetings were held in April and May by the Town Council, Board of Finance, and Board of Education. As a result of these meetings, it was decided to remove the Board of Education space from the conceptual plan of the High School as well as the lights for the soccer field. The architect redesigned the conceptual plan to reflect both of these changes and the construction manager recalculated the estimate. These changes resulted in an approximate savings of \$777,000. These changes were accepted by the Town Council, Board of Finance and Board of Education. In addition, the various Town approvals were obtained to establish a referendum date in June and CREC began working with the Board of Education to finalize the educational-specifications. A series of workshops were held with CREC and the Board of Education culminating in the educational specifications.

June:

A successful Town referendum for this project was held in June. As a result, CREC, with input from SLAM and Downes, began a concerted effort to ensure all required documentation was developed to submit an EDO49 Grant Application to the State of Connecticut. The Board of Education approved the Educational Specifications; the Town Council approved the resolutions required to be submitted with the EDO49; and CREC compiled all of the information working with the Board of Education and Town employees to meet the State of Connecticut deadline of June 28, 2013. The result was an EDO49 Grant Application submission on Wednesday June 26, 2013.

Budget:

Please see attached the Pre-Referendum budget month ending June 30, 2013.

EAST HAMPTON HIGH SCHOOL RENOVATION

15 North Maple Street
 East Hampton, CT
 STATE PROJECT #TMP-042-XBTP
 Period Ending June 30, 2013



Ref	Pre-Referendum Services	Budget	Budget Adjustments	Revised Budget	Paid-to-Date	To be Paid	Variance from Revised Budget
		a	b	c	d	e	c-(d+e)
1	CREC	\$ 62,280	\$ -	\$ 62,280	\$ 56,702	\$ 5,578	\$ -
2	SLAM	\$ 56,500	\$ 20,533	\$ 77,033	\$ 70,034	\$ 6,999	\$ -
3	Downes	\$ 65,000	\$ (44,821)	\$ 20,179	\$ 20,179	\$ -	\$ -
4	Eagle Environmental	\$ 5,800	\$ 2,964	\$ 8,764	\$ 8,164	\$ 600	\$ -
	Legal	\$ 10,500	\$ 14,500	\$ 25,000	\$ 24,702	\$ 299	\$ -
	Totals	\$ 200,080	\$ (6,824)	\$ 193,256	\$ 179,781	\$ 13,475	\$ -

Savings from Budget Adjustments \$6,824

Ref	Company	Type	Amount	Status	Notes
1	SLAM	Budget	\$ 56,500.00	Approved	
	SLAM	Budget Adjustments	\$ 5,000.00	Approved	Reimbursables
	SLAM	Budget Adjustments	\$ 28,000.00	Approved	Allowance for F&O for PCB testing
	SLAM	Budget Adjustments	\$ (12,467.00)	Approved	Allowance adjustment for F&O PCB testing - not used
	SLAM Total		\$ 77,033.00		
2	Downes	Budget	\$ 65,000.00	Approved	Original budgeted amount
	Downes	Budget Adjustments	\$ (48,800.00)	Approved	Adjustment for bid of \$16,200
	Downes	Budget Adjustments	\$ 5,000.00	Approved	Allowance for PCB/Asbestos investigation
	Downes	Budget Adjustments	\$ (1,021.00)	Approved	Allowance adjustment for PCB/Asbestos investigation - not used
	Downes Total		\$ 20,179.00		
3	Eagle Environmental	Budget	\$ 5,800.00	Approved	
	Eagle Environmental	Budget Adjustments	\$ 3,012.00	Approved	Allowance for additional samples
	Eagle Environmental	Budget Adjustments	\$ (648.00)	Approved	Allowance adjustment for additional samples - not used
	Eagle Environmental	Budget Adjustments	\$ 600.00	Approved	C.O. for "hidden" material
	Eagle Environmental Total		\$ 8,764.00		
4	Legal	Budget	\$ 10,500.00	Approved	
	Legal	Budget Adjustments	\$ 14,500.00	Approved	Adjustment due to underestimated legal fees
	Legal Total		\$ 25,000.00		

**Town of East Hampton
20 East High Street
East Hampton, CT 06424**

**Nancy Hasselman, CCMC
Collector of Revenue
Town of East Hampton**

September 6, 2013

To: The East Hampton Town Council

**Please find copies of tax refunds for your review.
The total refund equals \$2,849.83.**

Thank you for your assistance.

Melanie Jump CCMC
**Melanie Jump, CCMC
Assistant Collector of Revenue**

0.00 *
14.38 +
9.00 +
26.76 +
23.70 +
27.00 +
309.18 +
29.74 +
322.94 +
476.34 +
161.91 +
23.75 +
65.29 +
50.89 +
17.65 +
11.32 +
43.24 +
37.49 +
9.21 +
24.95 +
28.10 +
124.20 +
309.69 +
3.36 +
130.75 +
159.78 +
14.81 +
10.50 +
7.33 +
19.92 +
184.36 +
18.00 +
49.45 +
57.29 +
27.08 +
20.47 +
2,849.83 *