



AGENDA
ITEM # 6a

Office of PUBLIC WORKS
PHILIP SISSICK, CLT
psissick@easthamptonct.org

Date: 10/8/15

Subject: 2015 Road Paving Project

Department: 2015 Public Works Road Paving

Background

The Public Works Department of the Town of East Hampton, submitted to the State of Connecticut D.A.S. website a solicitation of sealed bids for the improvement and paving of various roads within the Town. Bids were received from two contractors and opened on 10/8/15. The apparent low bidder is B&W Paving of Waterford Connecticut.

Recommended Motion

Resolved that the Town Council authorize the purchase of Road Improvements as designated by the contract bid documents for the following roads; Old Depot Hill Road (\$41,750.00), Oakum Dock Road (\$168,505.00), Raymond Road (\$59,252.00) and Add/Deduct Alternate costs as bid.

Alternate action

Do not reconstruct roads

Rebid

Fiscal Impact

The Fiscal impact to the Town is \$269,507.00 from Capital Road Improvement funds.

Drop in Location:
One Public Works Drive
East Hampton, CT 06424

**TOWN OF EAST HAMPTON
AGENDA REPORT**

Agenda Item: 8a

Item to be presented by: Tim Smith

DATE: October 13, 2015

SUBJECT: Request for Expression of Interest in developing a Public Water System

DEPARTMENT: WPCA

RECOMMENDED ACTION – Approve the advertisement of the Request for Expression of Interest.

BACKGROUND – WPCA committee has developed a Request for Expression of Interest in developing a Water system for the Town of East Hampton.

Recommended Resolution: The Town Council does hereby approve the advertisement of the Request for Expression of Interest.

ALTERNATIVE ACTIONS – At the discretion of the Town Council

FISCAL IMPACT – N/A at this time

LEGAL NOTICE

INVITATION FOR REQUEST FOR EXPRESSION OF INTEREST THE TOWN OF EAST HAMPTON WATER TASK FORCE IS ACCEPTING REQUEST FOR EXPRESSION OF INTEREST FOR A TOWN WATER SYSTEM.

Request for expression of Interest (RFEI's) shall be submitted in the manner specified to the Town of East Hampton Water Task Force at the office of the Water Pollution Control Facilities, 20 Gildersleeve Drive, East Hampton, CT. until 10:00 AM on Friday, September 21, 2015.

The Authority has been authorized by the Town of East Hampton Town Council to solicit and accept RFEI's, which are to be submitted in six (6) complete sets, together with general information on the firm, the firm's brochure, the most recent firm financial report, and proposed technical and business approach for implementing a Town Water System. Resumes of key personnel who will be responsible for the daily activities in the various fields of expertise required to accomplish the project and examples of similar projects implements by the respondents shall also be provided.

The Authority is desirous of obtaining the services of qualified firms or firm to form a public private partnership for a town public water system. The purpose of this Request of Expression of Interest ("RFEI") is to identify third parties interested in pursuing a transaction that could take the form of an operating and management agreement, a transfer of ownership of the Towns water systems and complete a build out of the water system to serve the citizens of East Hampton, or any other idea's that the Respondents may have on how complete the water system (the "Transaction"). Prospective Responders have an opportunity to submit qualifications and a nonbinding indication of interest ("Offer"). In determining the Qualified Responders, the Town will take into account, among other things, the nature of the Offer, the contemplated transaction structure, the Responder's experience and capacity to implement the Transaction, and the Responder's ability to close a Transaction.

A Fact Sheet on the Town's water assets is available upon request. Respondents may also schedule appointments with the Public Utilities Administrator to review available water system reports and information.

The information received in response to this RFEI will be used by the Town to decide how best to maximize the market opportunities that may be available by partnering with the private sector to implement, select projects and to perhaps engage in formal procurement(s) including the issue of Requests for Qualifications and/or Requests for Proposals in the future.

Request for Expressions of Interest Terms and Conditions:

The Respondent certifies at the time of submittal that the information and materials provided are truthful and accurate to the best of its knowledge.

The Respondent also agrees as the result of submittal to participate with reasonable follow-up questions or discussions to enable Town to fully understand the response submitted.

All such activities and efforts are understood to be VOLUNTARY on the part of the Respondent, and such participation is provided by the Respondent or Respondent's company at no cost or further obligation whatsoever by Town.

Town may utilize the data submitted in any reasonable manner unless otherwise expressly limited in Respondent's submittal.

Please note that this is an RFEI, not a Request for Proposal ("RFP"), Request for Qualifications ("RFQ"), nor an offer, invitation or advertisement for bids. Responses to this RFEI will not lead directly to a contractual relationship between a Respondent and the Town.

The information contained within this RFEI is preliminary, is subject to modification and is in no way binding on the Town.

The Town reserves the right to use, adopt or incorporate any recommendations presented in the responses to this RFEI in the development of a strategy in support of potential future project opportunities. Neither the Town nor the Respondent has any obligation under this RFEI. A Respondent to this RFEI is not guaranteed in any way that it will secure any future contract or agreement with the Town with regard to any project.

The Town of East Hampton Water Task Force reserves the right to reject any or all RFEI's and to accept any RFEI's, if deemed most favorable to the Town of East Hampton.

By order of the Town of East Hampton Water Task Force.

Tim Smith.
Public Utilities Administrator

Town of East Hampton

Information Technology Specialist

Description

The Information Technology Specialist is responsible for the configuration, installation, administration and maintenance for all technology, equipment and software applications, including file servers, application servers and print servers. The IT Specialist understands programming languages and is the front line of technical support for all staff of varied technical levels.

The IT Specialist is responsible for all technology support including troubleshooting hardware and software applications, assisting with the coordination of integration of new systems and applications to existing systems and networks, backup and restoration as well as telephone, cellular and equipment issues and coordinates repairs as assigned.

Responsibilities

- Troubleshoot hardware and software applications.
- Update hardware and software as directed.
- Backup, restoration and testing of information systems critical data.
- Authorize system access to users and maintain necessary documentation of authorities assigned.
- Troubleshoot telephone and cellular service and equipment issues.
- Front line technical support.
- Desktop Support for Windows - including maintenance and deployment.
- Coordinate and participate with other company departments on technology projects as required
- Provide end-user support for a variety of software applications
- Performs other related work as required.

Knowledge, Skills and Abilities

- Ability to maintain and support a variety of PC software and operating systems.
- Knowledge of IT security administration and license management.
- Knowledge of procurement and inventory of computer equipment.
- Ability to problem-solve and high-quality customer service skills, and a strong work ethic.
- Must be a team player with the ability to work well independently and in a group.
- Skilled in process development and documentation
- Must possess above-average organizational skills
- Excellent verbal and written communication skills
- Knowledge of Office 365 administration, VMWare, windows server 2012 or newer

Education

- Bachelor's Degree in Computer Science or related field, or a combination of formal education and experience totaling at least five years.
- Exceptional multi-tasking skills, as well as excellent communication skills, both verbal and written.
- Demonstrated problem solving and troubleshooting skills in technical areas.
- Experience with Munis financial software a plus.

Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to walk, sit, talk and hear. The employee is required to use hands to finger, handle, feel or operate objects, tools or controls and reach with hands and arms. Specific vision abilities required by this job includes close vision, distance vision, color vision, peripheral vision, depth perceptions and the ability to adjust focus.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Work is performed mostly in and office setting. The noise level in the work environment is usually quiet.

General Guidelines

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change. This is an exempt position.

East Hampton Volunteer Fire Department Ladder Replacement Proposal



The logo for the East Hampton Fire Department is a shield-shaped emblem. At the top, it says "EAST HAMPTON" and "CONN". In the center, there is a fire hydrant and a fire engine. Below the shield, it says "FIRE DEPT." and "EST. 1892".

Mission Statement

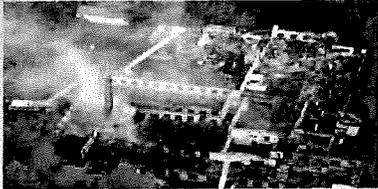
- The East Hampton Fire Department is an *all* volunteer department
- East Hampton Fire Department Mission Statement:
 - To provide the *very best* fire and rescue services to the residents of East Hampton, through fire suppression, fire prevention programs and fire and rescue training.
- East Hampton Fire Department Vision Statement:
 - We will be a key team player with citizens, local businesses, and other government agencies working to maintain a proud community with a strong sense of safety and security. Provide responsive services to the citizens by investing in training, education, staffing and equipment.

We will be dedicated and compassionate professionals, who recognize our greatest strength lies in our team approach. We will be recognized as leaders in our profession, and as community role models.

Presentation Objectives

- Demonstrate and explain need for new ladder truck
- Explore the best option for replacement
- Collaborate as a team to analyze financial details
- Discuss avenues to gain towns support for new apparatus

- How do we utilize the current ladder ?
- How does the town benefit from this apparatus?



Presentation Objectives

- The East Hampton Volunteer Fire Department was established in 1923. In the 90 years since it was established, there have been only 10 Fire Chiefs. East Hampton Volunteer Fire department has 3 stations throughout the town.
- Current Membership: 83
 - Interior Members
 - Exterior Members
 - Junior Members
 - Fire Police
- Population – 13,000+ residents
- Geography covered – 36 square miles Plus surrounding towns



History

- Ladder 1-12 Technical Specs.
 - 1985 Pierce 75' telesquirt
 - 1500 Gallon Per minute pump
 - 300 gallon water tank
 - 350 HP Detroit Diesel
 - 400 ft (1 3/4" Crosslays)
 - 400 ft (2 1/2" Crosslays)
 - 400 ft 5" supply hose
 - 300 ft 3" supply hose



Current Apparatus

Technical equipment:

- 6 pike poles
- 4 Scott Air Packs
- 4 axes
- 2 electric Exhaust Fans
- 1 K12 saw
- 2 portable lights
- Assorted ground, folding and roof ladders



Current Apparatus

Current Ladder Deficiencies

- Overall reach:
 - 75 foot ladder
 - Town overall development
 - Change in average house size
 - Dramatic changes in construction material



Town Growth

- Substantial growth since 1985 (8,572) 2014 (13,000 residents).
- New developments include the following:
 - Stop & Shop
 - Comstock Trail
 - Whispering Woods
 - Laurel Ridge
 - Seven Hills Estates
 - Royal Oaks
 - Spice Hill Phase 2



Town Growth Future Plans

- Not only has East Hampton grown in the past 30 years since the procurement of the current Ladder 1-12 but future plans are underway for even larger projects such as the following.
- Development and condo / townhouses on East High Street
 - This is a multi Phase 5+ year project
- Development of houses on East High street in the area of Chatham Family Practice which is a possible 200+ house development.



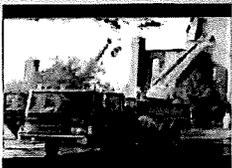
Ladder Deficiencies

- Ladder length
- **Equipment storage**
 - Hand tools
 - Static tools
 - Electrical/ mechanical tools
 - Rescue equipment



Ladder Deficiencies

- Ladder length
- Equipment storage
- **End of Life Expectancies:**
 - Age of truck
 - ISO rating Impact
 - 16,500 Hours

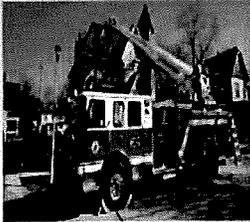


- Purchase new ladder
- Upgrade/ refurbish current ladder
- No action

East Hampton Fire Department
Mission Statement:
To provide the very best.....

Current Options

- Key components:
- Ease of use
- Safety/Reliability
- New capabilities



Proposed New Apparatus



Pierce Ascendant 107 Foot Ladder

- Pierce Ascendant 107' Heavy Duty Ladder
- Single axle
- 6 person cab
- 500 Gallon water tank
- 2000 GPM pump
- Adjustable/ full length compartments



Proposed New Apparatus Specs

- Only such ladder truck on the market today
- Holder of 5 active patents



Proposed New Apparatus Specs

- Longer Reach
 - Current L112 is a 65' telesquirt
 - Proposed unit 107' straight stick
- Smaller Setup area
 - Short Jacking capabilities
- Ability to setup on steep angles
 - Current L112 can not setup on steep angles from front to back. Leveling options are only left and right.
- Decreased Setup Times
 - Simple controls allows for quick setup time.
- Easier Operations for smaller crews
- Ability to setup outside collapse Zones

New Apparatus Capabilities

• No building/housing modifications needed



Pierce Ascendant 107 Foot Ladder



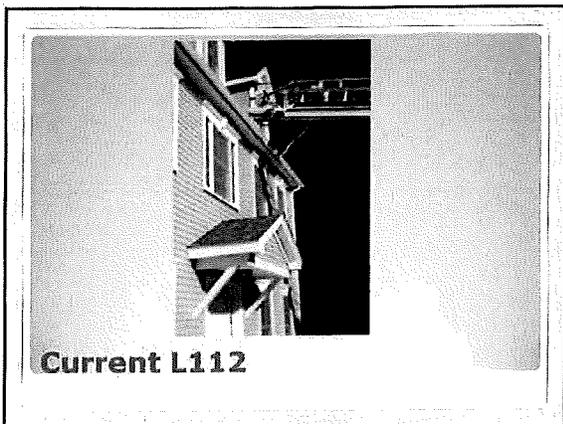
Ladder 112 at Full extension can barely reach roof. This is also at an ideal spot which is unlikely at a fire scene.

Longer Reach Current L112

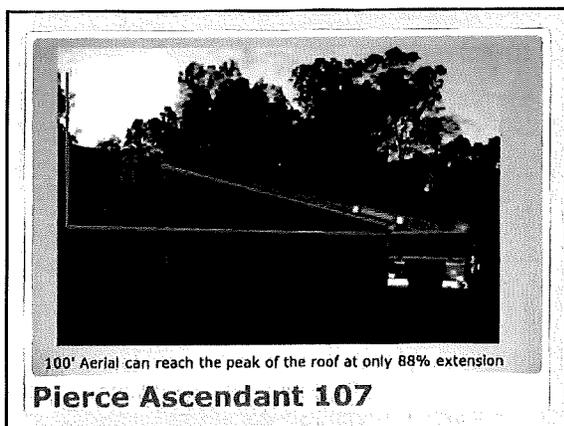


Photo Courtesy Jason Malhot The Carolina Sentinel

Longer Reach Current L112



Current L112

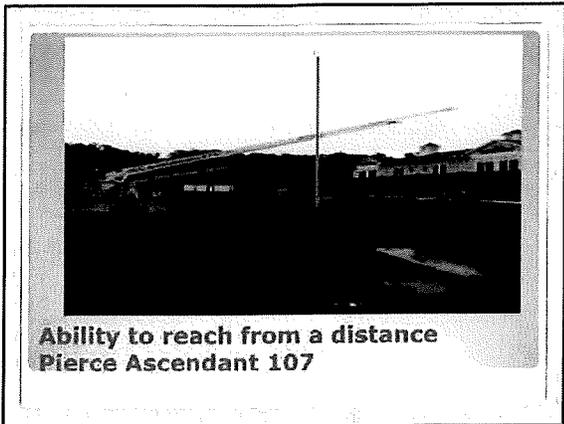


100' Aerial can reach the peak of the roof at only 88% extension

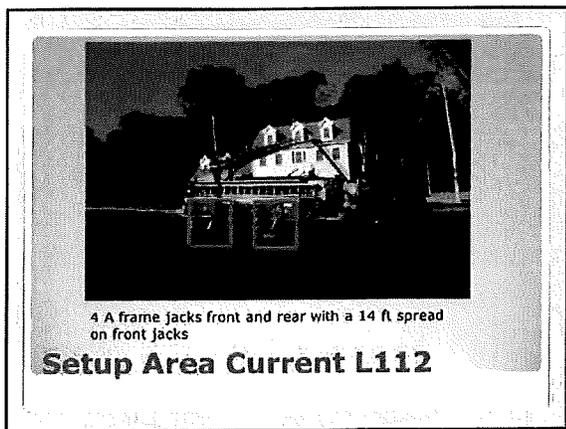
Pierce Ascendant 107



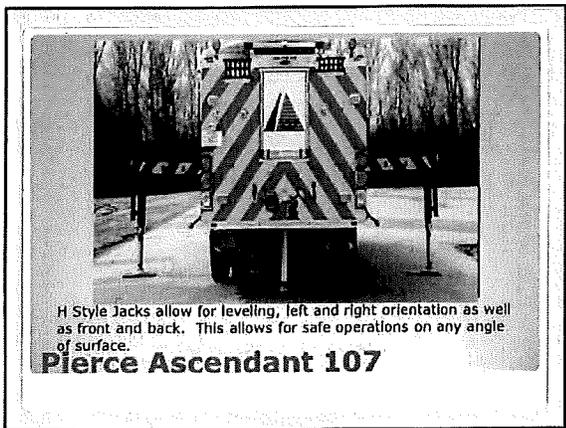
Longer Reach Pierce Ascendant 107



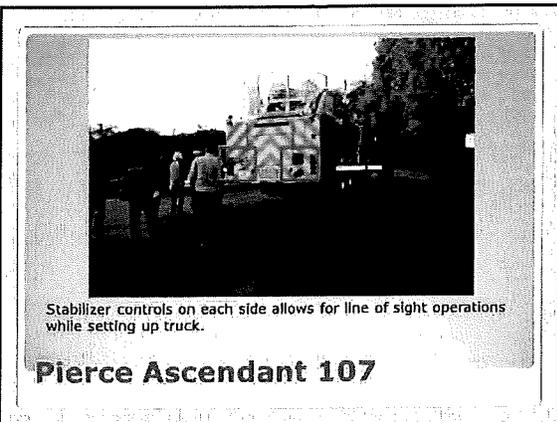
Ability to reach from a distance
Pierce Ascendant 107

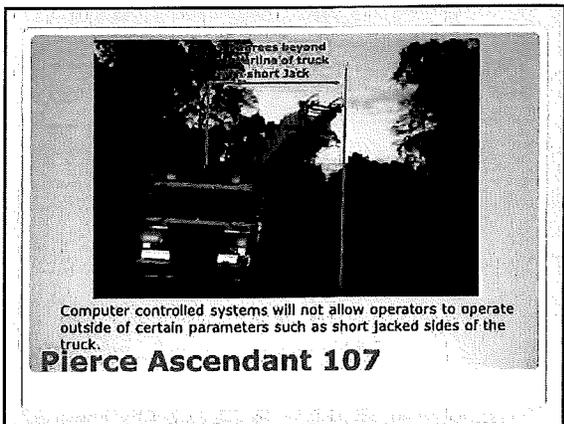


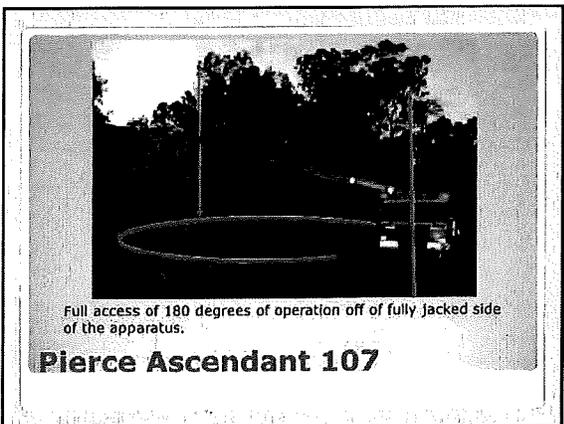
4 A frame jacks front and rear with a 14 ft spread
on front jacks
Setup Area Current L112



H Style Jacks allow for leveling, left and right orientation as well
as front and back. This allows for safe operations on any angle
of surface.
Pierce Ascendant 107









Ability to setup on Steep Angles
Current L112



Dated technology prevents the proper set up of the ladder, sometimes creating steep grades and variant angels.

Ability to setup on Steep Angles
Current L112



- Computer based stabilization protection allows for safe operation on almost any surface

Pierce Ascendant 107

- Telesquirt built on boom style construction.
- Ladder affixed to top of boom
- Difficult for rescue operations
- Main use is elevated Master Stream.



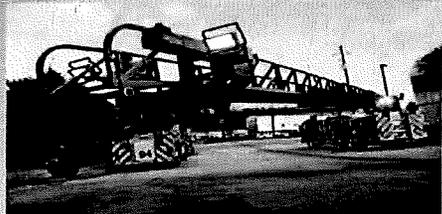
Rescue Capabilities Current L112

- Aerial Device has 2 modes: Rescue Mode and Master Stream Mode.
- In rescue Mode waterway is kept back to 3rd fly section for easier access from tip of ladder.



Rescue Capabilities Pierce Ascendant 107

- Ability to operate at -10 degrees below grade



Rescue Capabilities Pierce Ascendant 107

- Ladder deployment : Deployment with minimal manpower was considered in design of the new Ladder
- NFPA COMPLIANT LADDER SUITE
- Chest Height access to ladders make for easy deployment
- Housed within body of truck to minimize environmental effects on ladders



Ladder Access Pierce Ascendant 107

- Lighting of the Scene can be done with a flip of a switch within the Cab. New LED technology allows for unparallel 360 degree.



Scene Lighting Pierce Ascendant 107

- Currently L112 has an Open cab for 2 jump seats. This is not recommended by NFPA and if any modification were to be done to the truck we would have to enclose the rear seats.
- This would add significant cost if we were to refurbish the truck.
- All Current Apparatus must have enclosed cabs for all personnel.



Safety NFPA Compliance

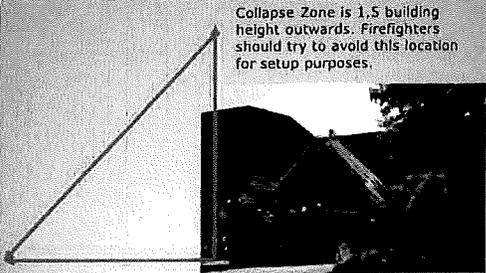
Frontal Airbags
- Frontal airbags for collision safety.

- Pierce was the first to introduce frontal air bags to the industry. But we didn't stop there. Following our 360 degree approach, we engineered it to work with another system: the Pierce® Side Roll Protection system. This system senses the exact moment of a side-roll, and then provides instantaneous passenger protection, including seat belt pretensioners and side air curtains.



Safety

Collapse Zone is 1.5 building height outwards. Firefighters should try to avoid this location for setup purposes.

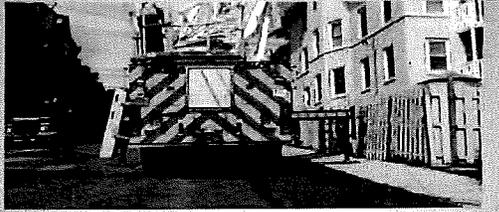


Ability to setup outside of the Collapse Zone



Setup inside of Collapse Zones
Current L112

- Longer reach, allows for conventional/non conventional set up and deployment



Pierce Ascendant 107

- The Ascendant is the only 100 foot plus ladder on a single axle
- Closest comparison has no pump, carries no water
- Attractive lease to own program would limit towns need to bond
- Single axle wheel base allows for greater access, quicker set up
- 100 foot horizontal reach with option to operate below grade
- Top of the line safety equipment and accident protection
- Cost to refurbish current ladder is more than 2/3 the cost of new ladder

Why This truck ??

- E-1 100 foot ladder truck, on single axle
- Strictly ladder truck
- No water/ no pump.
- Cost 800,000 \$



Comparable Apparatus

- Twin axle, limits access
- May require modifications to fire house
- Cost of trucks more than/ comparable to



Compatible Apparatus

\$\$

Cost and Financial Information

- Pierce single axel 107 foot ladder \$ 850,000 (Demo price)
- Pierce twin axle; 100 foot ladder \$995,000
- Smeal twin axle 100 foot ladder \$825,000 (NOTE: 2014 Pricing)

Projected Cost Pierce Ascendant107

- Lease purchasing program through Oshkosh Capital
- Loans range from 3 to 10 years with a zero percent down option
- Contractual signing rebate option: Accrue 7% per-month while truck is being built (11 month build time)
- ½ dozen available at this demo price

Projected Cost Pierce Ascendant107

Questions & Comment's

• "To provide the very best".....

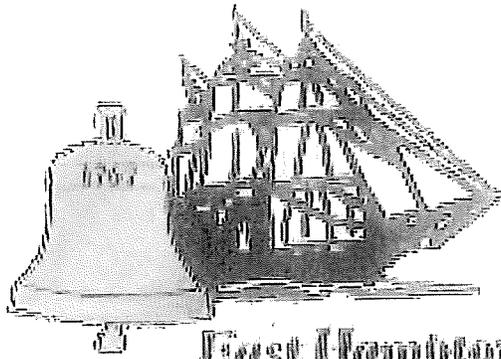


Pierce Ascendant 107 ladder

Town of
East Hampton

Fire Department Capabilities Assessment

October 2013



East Hampton
Connecticut

Prepared by:

JLNI ASSOCIATES
Fire Protection & Industrial Safety Services

Fire Protection Services
43 Hatched's Hill Road
Old Lyme, CT 06371

ORGANIZATIONAL STATEMENT

Presently, there is no Fire Department Organizational Statement. An Organizational Statement is required by the Occupational Safety and Health Administration's (OSHA) Fire Brigade regulations 29 CFR 1910.156.

Organization -1910.156(b)(1), Organizational statement. The employer shall prepare and maintain a statement or written policy which establishes the existence of a fire brigade; the basic organizational structure; the type, amount, and frequency of training to be provided to fire brigade members; the expected number of members in the fire brigade; and the functions that the fire brigade is to perform at the workplace. The organizational statement shall be available for inspection by the Assistant Secretary and by employees or their designated representatives.

NFPA 1500 also requires an organizational statement as indicated below:

NFPA 1500: chapter 4, fire department administration

4.1 fire department organizational statement. The fire Department shall prepare and maintain written policies and standard operating procedures that document the organizational structure, membership, roles and responsibilities, expected functions, and training requirements, including the following:

- (1) The types of standard evolutions that are expected to be performed and the evolutions that must be performed simultaneously or in sequence for different types of situations.*
- (2) The minimum number of members who are required to perform each function or evolution in the manner in which the function is to be performed.*
- (3) The number and types of apparatus and the number of personnel that will be dispatched to different types of incidents.*
- (4) The procedures that will be employed to initiate and manage operations at the scene of an emergency incident.*

4.1.2 The organizational statement and procedures shall be available for inspection by members or their designated representatives.

4.1.4 Fire Departments shall develop Pre-incident plans as determined by AHJ. 1.4.1 Fire Department shall develop a construction or demolition fire safety program as determined by the AHJ.

No written goals were provided; as such the department did not have a direction to work towards. There were, however, verbal goals and tribal knowledge. The recent change in command identified a need to create Goals and Objectives.

MISSION STATEMENT

When asked about the mission statement, the Chief responded that EHFD has a mission statement "somewhere around here". When asked if the statement is understood by the membership, he replied, "yes". But it, like the Goals and Objectives, was not provided, just an arbitrary comment that it exists. This conclusion is based upon a conservative perspective in the absence of a written statement of prioritized goals as part of a mission statement.

ONE DEPARTMENT WITH TWO COMPANIES VS. TWO COMPANIES IN ONE TOWN

A significant issue became apparent almost immediately upon starting the investigative portion of this study. From interviews, reviews of Department documents and a general tone, the East Hampton Fire Department does not appear to be one cohesive unit. It appears to the JLN Team that the Department has two individual groups working, sometimes at odds, to determine the internal political destiny of the Department and as a by-product, the level and quality of service the Citizens of East Hampton receive is affected.

As an example, the Standard Operating Guidelines (SOGs) repeatedly refer to Companies to perform tasks rather than by station. In our conversations, personnel were identified by their company, some positive, some not. In fact, which Company the Chiefs, present and past, have come from is often mentioned early in any initial conversation. This is a very serious issue that needs to be evaluated and resolved.

Company wide has been the stabilizing force in Fire Departments across the Country for many years. This pride is shown in many ways. From T-shirts to Company patches or

stickers, companies are proud to be identified by who they are and what they do for the public. This motivation can be very powerful and comforting at times.

Department Pride can also have this effect. A majority of the Fire Departments across the country started out as local Fire Companies. From George Washington and Benjamin Franklin to Vice President Joseph Biden, individual Fire Companies have provided a way for the residents to give back to their community. Over time, Individual Companies have joined together to continue the outstanding service they perform during tough times. As a result, many companies across the country are part of larger Fire Department Organizations under the appropriate belief that by working together they are better off than struggling apart.

In the end, however, the community expectation is a solid core of fellow citizens working together as a team to provide the best volunteer fire service possible.

There needs to be some form of succession planning. The Chiefs should be able to focus on running the Fire Department and multi-year objectives during their tenure. It was also identified that it is nearly impossible for a Chief to manage a budget that is already six months into effect when he takes Command of the Department. There are many opportunities to not only help this condition, but also improve the services the community receives.

JLN makes the following recommendations to assist in correcting these issues:

- 1) *JLN recommends a consolidation of the two Companies into one Department. This needs to take place to develop department wide cohesion. Several functional enhancements would come from this action.*
- 2) *JLN recommends the Chief, Assistant Chief and Deputy Chief should each serve a three (3) year rotating term. As an independent quality measure, the Chiefs' positions could be appointed by the local elected officials after recommendation by the Fire Commission.*
- 3) *JLN recommends all the Officer positions should have minimum training levels in addition to the time in the Department. The issue of how all Officers are elected should be a local one with the needs of the community and the Department coming first. Our recommendation is Department-wide elections.*

While individual Company Pride is important, the ability to provide a quality level of service is paramount to the quality of life their citizens deserve. Divided, Departments will continue to focus on internal issues rather than moving forward together as one team, one Department.

EQUIPMENT (VEHICLE) ANALYSIS

Presently the fleet consists of 3 Tankers, 3 Class A Pumpers, 1 Telesquirt (75' ladder), 3 Brush Trucks, 1 Forestry Tanker, 1 Heavy Rescue (Spartan 2000), one Light Rescue, a Squad, a Chief's Car and Fire Police Van.

There have been periodic upgrades to cabs and chassis of some of the apparatus in 2001. The locally understood plan calls for a replacement every 20 years. The Fire Chief stated there is a plan, but it is not followed. The age range of the front line apparatus used as the backbone of the suppression response include; a 1952 (F1 Power Wagon*), 1954 (F2 power wagon*), 1977 (E 312 Pierce Engine*), 1980 (T 312 Tanker*), 1985 (Ladder 1.12 75' Pierce Telesquirt), 1989 (E 412 Pierce Engine), 1994 (E 212 Pierce Dash Pumper), and 2 - 2000 gallon tankers (Tanker 1.12 and Tanker 2.12) with the third to retire. NFPA guidelines (1901 Standard for Automotive Fire Apparatus) for apparatus replacement are inconclusive. JLN requested apparatus maintenance records but, at the time of the writing of this document, no maintenance records were produced for review.

- 4) *A strategic conversation needs to take place regarding the retaining of old apparatus which has been replaced.*
- 5) *In addition, those apparatus which are at the end of their service life need to be significantly evaluated for replacement and/or disposal.*

A review of the apparatus within the fire stations identified;

- o Typical wear and tear that one would expect given the age of the apparatus.
- o The conditions typical of being exposed to the New England climate.
- o Wear and tear based on the average calls for service.

During the review of available documents JLN found no comprehensive studies on apparatus life expectancy or clear-cut time frame for replacement. There were no definitive answers for how long a fire truck lasts. Regional differences are one factor cited for the absence of these studies. Variables such as weather, road conditions, run loads, and maintenance are listed as reasons for the inadequacy of any clear-cut information in this area (Peterson, 1994). Age, in itself, should not be the sole criteria for deciding to replace a fire apparatus. The vehicle's routine workload, its physical condition, and the degree of preventative maintenance it received are usually more accurate indications of whether the apparatus is still reliable for first-line duty (Peterson, 1994).

IHM did identify the publication of 'on average' data for apparatus replacement. These estimates ranged from 5 to 10, 10 to 15 years, and 15 to 20 years. Life expectancy varied greatly from one location to another.

Generally, a 10 to 15 year life expectancy is normal for engines used daily in heavy to moderate response areas (Peters, 1994). For fire apparatus approaching or exceeding 15 to 20 years of age, corrosion, metal fatigue and crystallization in concealed areas can result in serious consequences (Freitag, 1984). Perhaps the most reliable of these resources in reference to life service of fire apparatus is the National Fire Protection Association (NFPA) Handbook, 17th Edition which states, "in general, a 10 to 15 year life expectancy is considered normal for first line pumping engines. In some types of service, including areas of high fire frequency, a limit of only 10 years may be reasonable for first line service" (Peterson, 1994).

The Chief stated there are written preventative maintenance and truck check plans along with SOG's. There are response plans in place for certain types of incidents for the Engine, Tanker and Small Brush Apparatus. There are general SOGS that identify types of apparatus. The SOG's guidance was limited to driving, engagement, and staging discussions.

The Chief stated there are written preventative maintenance and truck check plans along with SOG's for ladder operations. A review of the provided SOGs, while predominantly operational, did not validate these statements.

There is a general expectation of the life expectancy of fire apparatus to provide 15 years of front line service and 10 years of reserve or lighter duty service. Again, each locale is different but on average, these time frames are reasonable for all but the busiest municipal fire departments. It is a generally accepted fact that fire apparatus, like all types of mechanical devices, have a finite life. The length of that life depends on many factors, including vehicle mileage and engine hours, quality of the preventative maintenance program, quality of the driver training program, whether the fire apparatus was used within the design parameters, whether the apparatus was manufactured on a custom or commercial chassis, quality of workmanship by the original manufacturer, quality of the components used, and availability of replacement parts, to name a few. In the fire service, there are fire apparatus with 8 to 10 years of service that are simply worn out. There are also fire apparatus that were manufactured with quality components, that have had excellent maintenance, and that have responded to a minimum number of incidents that are still in serviceable condition after 20 years. Most would agree that the care of fire apparatus, while being used, and the quality and timeliness of maintenance are perhaps the most significant factors in determining how well a fire apparatus ages.

During the review of apparatus and the coverage area, it is apparent that the more rural areas of the Town require a brush fire capability. While there may be an inherent cost

for service, the ages of the apparatus that are primarily assigned to this function are also some of the oldest in the fleet. A comprehensive review of these vehicles, with regard to all upgrades, should be in accordance with the requirements set forth in NFPA 1912, Standard for Fire Apparatus Refurbishing and is necessary by an independent and qualified emergency apparatus repair facility. Once the independent analysis is completed, a plan for replacement should be created, complete with a capital budget to support the replacement plan which is protected from political influences.

APPARATUS REPLACEMENT PLANNING

To maximize fire fighter capabilities and minimize risk of injuries, it is important that fire apparatus be equipped with the latest safety features and operating capabilities. In the last 10 to 15 years, much progress has been made in upgrading functional capabilities and improving the safety features of fire apparatus. Apparatus manufactured prior to 1991 usually included only a few of the safety upgrades required by the 1991 and subsequent editions of the NFPA Fire Department Apparatus Standards or the equivalent Underwriters' Laboratories of Canada (ULC) standards. Because the changes, upgrades, and fine tuning to NFPA 1901, Standards for Automotive Fire Apparatus, since 1991, have been truly significant, especially in the area of safety, the EHFDD should seriously consider the value (or risk) to fire fighters of keeping pre-1993 fire apparatus in first-line service.

The ages of the front line apparatus indicate a direct need to analyze, plan and fund an aggressive replacement schedule. A review of the available apparatus records provided by the Fire Chief validated this position. Of the 12 front-line apparatus, the average age is 30 years old. During research of this topic, it was noted that the largest financial outlay for the fiscal year 2013 was dedicated to Vehicle Repair/Maintenance (\$35,000). While cab and chassis have been sparingly replaced, all research on this topic identifies the need to conduct a forensic audit of the apparatus for signs of internal stress from day-to-day operations and age of use. The upgrades in firefighter safety components alone demand this consideration.

It is recommendation of JLN that within the next 1-3 years, the Telesquirt (L112) is decommissioned to reserve status and replaced. Engines E312 should be replaced with the 1989 Pierce held in reserve status or as a backup pump for the Towns hydrant system. Engine 112 should be reassigned as Engine 412. Beginning year (4-6) of the replacement plan, decommission and replace the 1980 (T212) tanker. The 1952 (F1) Dodge should be decommissioned and replaced and placed in archived status for historical perspectives on the development of the fire services in East Hampton. Once the '52' Power Wagon is replaced, a re-evaluation of the need for the second Power Wagon should be conducted. Lighter more economical apparatus or combination apparatus serving multiple functions may suffice as a replacement for this vehicle unless a need arises to replace the existing fleet.

STRATEGIC PARTNERS

The East Hampton Fire Department has working relationships with several other agencies that serve the Town of East Hampton in one way or another. During emergency situations the Fire Department has worked with the Connecticut State Police, Connecticut State Fire Marshal's Office, the East Hampton Ambulance Association, the Road Department and Fire Marshal (Life Member). In addition, they work with several town offices for non-emergency circumstances. This list would include the Building Inspector, Zoning Officer, Regional Dispatch, Emergency Management (Emergency Manager is the Fire Marshal), the Regional Fire Chiefs' Association, and Connecticut and Federal OSHA

From a fire investigation standpoint, the East Hampton Fire Department does the initial fire investigation assessment. If they determine they need assistance or Criminal aspects of the fire are suspected, the Town Fire Marshal is requested. If needed, the Connecticut State Police Fire Marshal's Office is requested. The Town Fire Marshal routinely investigates for origin and cause. The Fire Department is not certified to do investigations.

EMERGENCY RESPONDERS

The East Hampton Fire Department offers a wide number of emergency services. Included would be fire suppression, fire prevention, public fire safety education, disaster management, rescue, supplemental emergency medical services, hazardous materials response, and for other emergencies as needed for the Town of East Hampton. This level of commitment requires compliance with numerous regulatory requirements and consensus standards. In addition, the Company has a strong connection with the community.

CURRENT AND FUTURE STAFF

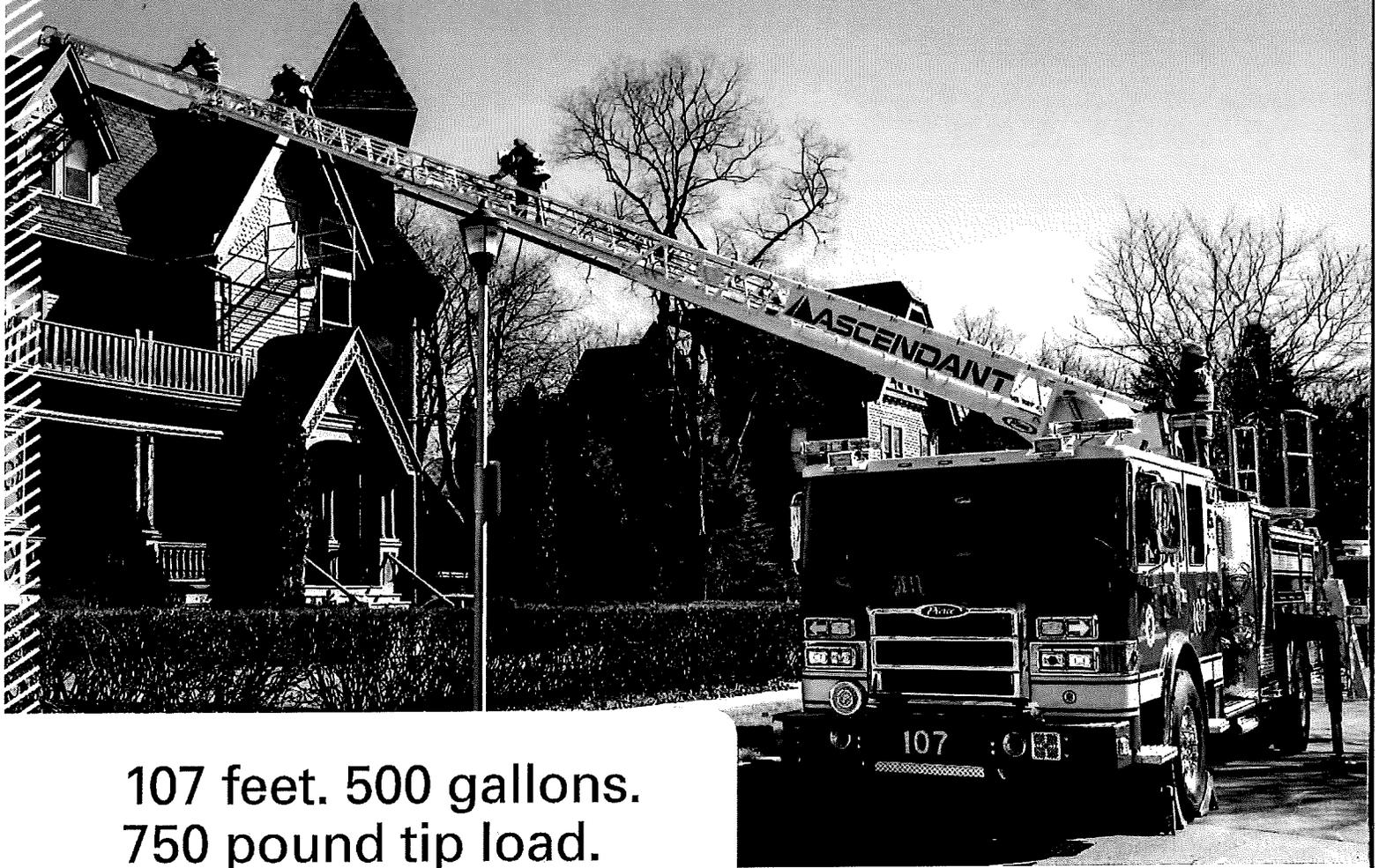
The following are the existing positions for within the East Hampton Fire Department:

| | |
|-----------------|---|
| Chief Officer | 1 |
| Assistant Chief | 1 |
| Deputy Chief | 1 |
| Captains | 2 |

ASCENDANT™ 107' AERIAL LADDER



ASCENDANT



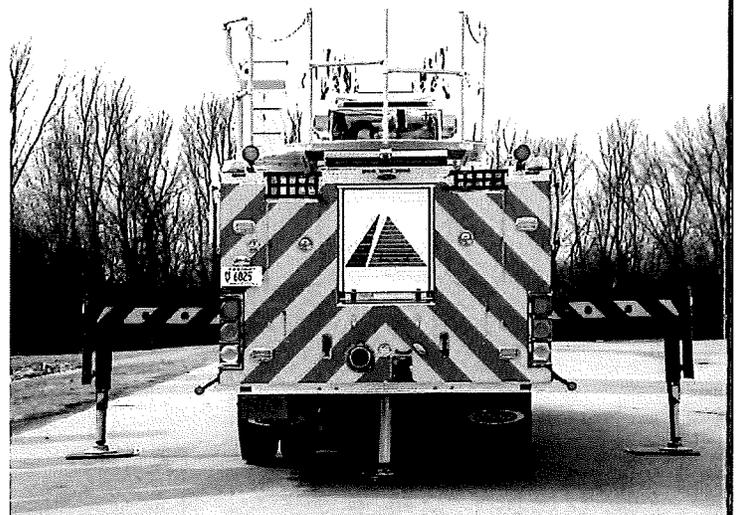
**107 feet. 500 gallons.
750 pound tip load.
On a single rear axle.**

Go where no aerial apparatus has gone before.
And do so with the heavy duty capabilities and
dependability you deserve without compromising
water capacity, performance or safety.

107'

107

100'



Single set of H-Style outriggers and a single downrigger

ASCENDANT™



107

- 750 lb tip load dry
- 500 lb tip load wet
- 1500 gpm flow
- 100 lb tip accessories in addition to rung lighting
- Replaceable egress
- Clean tip design
- Store front blitz (30° vertical nozzle angle)



- Configured on Enforcer™, Arrow XT™, Velocity® and Impel® chassis
- Full range of options
- Available with ISL, ISX12, DD13
- OAL: 39'2" / OAH: 11'5"

- 107' vertical reach
- 100' horizontal reach
- Heavy-duty high-strength steel
- Innovative gusset design
- 35 mph wind operation / 1/4" ice
- Below grade operation (-10 degrees)
- Multiplexed

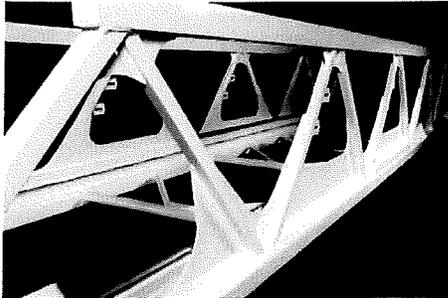
- Collision avoidance
- Exceeds NFPA Structural and Stability safety factors
- 5 patents pending
ladder design, lightweight turntable, outrigger design, pedestal and torque box, overall configuration



- Single rear axle
- 2500 lb equipment
- 500 gal. water
- 2000 gpm pump

- 18' jack spread / 13' short-jacked
- Set up
6% level up to 12% uphill slope

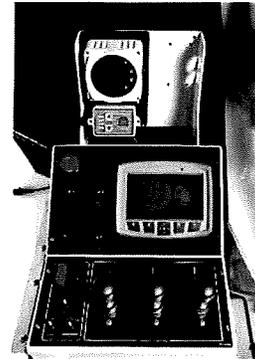
- E-Coated pedestal / torque box
- Single set of outriggers and one downrigger
- 115' ground ladders



Pierce exclusive gusset design provides strength without the weight



Below grade operation (-10 degrees)



New Command Zone interface

Five patents. Zero shortcuts.

Ladder Design / Lightweight Turntable / Outrigger Design / Pedestal and Torque Box / Overall Configuration*

Ascendant™ was brilliantly engineered to equip firefighters with a true performance upgrade. Which means no watered-down features or skimping on options.

*patents pending

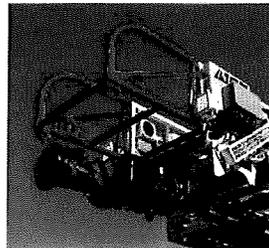
| | |
|------------------------------|--|
| Vertical Height | 107' |
| Horizontal Reach | 100' |
| Tip Load Dry | 750 lb |
| Tip Load Wet | 500 lb |
| Wind Load | 35 mph |
| Equipment Allowance | 100 lb |
| Flow Rate | 1500 gpm |
| Jack Spread | 18' |
| Collision Avoidance | Standard |
| Multiplexed | Yes |
| Ladder Material | 100K psi Steel |
| Number of Stabilizers | 3 |
| Water Capacity | 500 gallons |
| Chassis Availability | Enforcer™ / Arrow XT™ / Velocity™ / Impel™ |



100' Horizontal Reach



18' jack spread / 13' short-jacked*



Clean tip & replaceable egress



Store front blitz capable

www.piercemfg.com

Firematic

651 Brook Street
Rocky Hill, CT 06067
(860) 571-7370
www.firematic.com



Pierce Manufacturing Inc., An Oshkosh Corporation Company
P.O. Box 2017, Appleton WI 54912-2017 USA

Specifications, descriptions and illustrative material in this literature are as accurate as known at the time of publication, but are subject to change without notice. Illustrations may include optional equipment and accessories and may not include all standard equipment. All measurements are nominal values.

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All other trademarks are the property of their respective owners.

P-0101-ASCDNT107BR 4/15

2014-2015 Fiscal Year

| Location | Project | Est. Cost | Quoted | Funded |
|----------|---|-----------|--------|--------|
| Co.#2 | Radio Room Remodel | \$14,000 | No | |
| Co.#3 | Replace Tanker 3-12 | \$250,000 | Yes | |
| Co.#1 | Inspect Roof for integrity | | | |
| Co.#2 | Replace Furnace | | | |
| Co.#1 | Remodel Kitchen | \$40,000 | 2012 | |
| All | Form truck Committee to Replace Ladder 1-12 | \$0 | | |

2015-2016 Fiscal Year

| Location | Project | Est. Cost | Quoted | Funded |
|----------|---|-----------|--------|--------|
| Co.#1 | Replace Ladder 1-12 | \$950,000 | No | |
| Co.#1 | Replace Furnace | | | |
| Co.#1 | Hurst tool Cutter upgrade (2) sets of cutters | \$13,440 | 2014 | |

2016-2017 Fiscal Year

| Location | Project | Est. Cost | Quoted | Funded |
|----------|---|-----------|--------|--------|
| Co.#1 | Re-do Ramp/Retaining Wall | | | |
| Co.#2 | Hurst tool Upgrade (1) set cutters | \$7,000 | 2014 | |
| Co.#1 | Form Building Committee to renovate Co.#1 | \$0 | | |
| All | Fire Fighter Accountability System 'Fob" | \$10,000 | No | |
| Co.#2 | Replace Furnace | | | |
| All | Form truck Committee to replace E2-12 | \$0 | | |
| Co.#1 | UTV Utility Vehicle forest fire/medical/SAR | \$35,000 | | |

2017-2018 Fiscal Year

| Location | Project | Est. Cost | Quoted | Funded |
|----------|---|-----------|--------|--------|
| Co.#2 | New Roof on Firehouse | \$23,000 | 2014 | |
| All | Expand 'Fob' System to Buildings Security System. | \$5,000 | | |
| Co.#2 | Replace Engine 2-12 | \$600,000 | | |
| All | Form Truck Committee to Replace Forestry 1-12 | \$0 | | |

2018-2019 Fiscal Year

| Location | Project | Est. Cost | Quoted | Funded |
|----------|--|-----------|--------|--------|
| All | Expand 'Fob' System to training | | | |
| Co.#1 | Replace Boat w/rescue boat | | | |
| All | Form Truck Committee Replace Tanker 1-12 | \$0 | | |
| Co.#1 | Replace Forestry 1-12 w/1 ton truck | \$100,000 | | |
| All | Explore Building Training Facility | \$0 | | |
| Co.#3 | Replace Roof | \$18,000 | 2014 | |

2019-2020 Fiscal Year

| Location | Project | Est. Cost | Quoted | Funded |
|----------|--|-----------|--------|--------|
| Co.#1 | Replace Tanker 1-12 | \$280,000 | | |
| Co.#1 | Renovate Company #1 add 2nd Floor & Kitchen | | | |
| All | Form Truck Committee to replace E3-12 Central Sts. | \$0 | | |
| All | Start work on Con-Ex Training Facility | | | |

2020-2021 Fiscal Year

| Location | Project | Est. Cost | Quoted | Funded |
|----------|---|-----------|--------|--------|
| Co.#3 | Replace E3-12 (retire E4-12) | \$600,000 | | |
| Co.#3 | Replace Furnace | | | |
| All | Form Building Committee to Build Co.#2 on Rt 151 | \$0 | | |
| All | Form Truck Committee to Replace Forestry 2-12 | \$0 | | |
| Co.#3 | Form Building Committee to Build Out bays of Co. #3 | | | |

2021-2022 Fiscal Year

| Location | Project | Est. Cost | Quoted | Funded |
|----------|--|-----------|--------|--------|
| Co.#3 | Build out bays on Company #3 | | | |
| Co.#2 | Replace Forestry 2-12 w/1 ton truck | \$100,000 | | |
| Co.#3 | Form Truck Committee to replace Tanker | \$0 | | |

2022-2023 Fiscal Year

| Location | Project | Est. Cost | Quoted | Funded |
|----------|-----------------------------|-----------|--------|--------|
| Co.#3 | Replace Tanker | \$300,000 | | |
| Co.#1 | Peplace Fire Police vehicle | \$50,000 | | |

2023-2024 Fiscal Year

| Location | Project | Est. Cost | Quoted | Funded |
|----------|--|-----------|--------|--------|
| Co.#2 | Break ground on new Co.#2 Route 151 location | | | |

| Vehicle | Year | Replacement Due |
|----------------------|------|-----------------|
| E1-12 | 2013 | 2033 |
| E2-12 | 1994 | 2014* |
| E3-12 | 2001 | 2021 |
| E4-12 | 1989 | 2009 |
| Tanker 1-12 | 2000 | 2020 |
| Tanker 2-12 | 2000 | 2020 |
| Tanker 3-12* | 1980 | 2000 |
| Rescue 1-12 | 2008 | 2028 |
| Rescue 2-12 | | |
| Ladder 1-12 | 1985 | 2015 |
| Squad 1-12 | | |
| Chief's vehicle | | |
| Forestry Tanker 2-12 | 1976 | ? |
| Forestry 1-12 | 1952 | ? |
| Forestry 2-12 | 1954 | ? |
| Forestry 3-12 | 1953 | ? |
| Rescue Boat | | 2018-19 |
| FP-12 | 2000 | |

About ISO

ISO is a leading source of information about property/casualty insurance risk. For a broad spectrum of commercial and personal lines of insurance, we provide statistical, actuarial, underwriting, and claims data; policy language; information about specific locations; fraud-identification tools; consulting services; and information for marketing, loss control, and premium audit.

ISO is an advisory organization, and insurers may use our information, modify it, or not use it, as they see fit.

ISO is a member of the Verisk Analytics Family of Companies.

Information about individual communities and properties

ISO collects information useful in many aspects of insurance underwriting. That information includes evaluations of public fire protection, flood risk, and the adoption and enforcement of building codes in individual communities. Information on municipal services helps the communities with their efforts to manage and mitigate their risk.

We perform the evaluations as a service to the insurance industry and do not charge a fee to the communities.

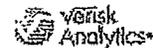
Through the Public Protection Classification (PPC™) program, ISO evaluates municipal fire-protection efforts in communities throughout the United States. A community's investment in fire mitigation is a proven and reliable predictor of future fire losses. So insurance companies use PPC information to help establish fair premiums for fire insurance — generally offering lower premiums in communities with better protection. Many communities use the PPC as a benchmark for measuring the effectiveness of their fire-protection services. The PPC program is also a tool that helps communities plan for, budget, and justify improvements.

Through the Building Code Effectiveness Grading Schedule (BCEGS®) program, ISO assesses the building codes in effect in individual communities and how those communities enforce their building codes. The assessments place special emphasis on mitigation of losses from natural hazards. The concept is simple: municipalities with well-enforced, up-to-date codes should demonstrate better loss experience, and insurance rates can reflect that. The prospect of lessening catastrophe-related damage and ultimately lowering insurance costs provides an incentive for communities to enforce their building codes rigorously — especially as they relate to windstorm and earthquake damage.

ISO also evaluates sprinklered and nonsprinklered commercial buildings and residential properties and supplies important underwriting and rating information for insurers.

For more information . . .

. . . on ISO and its community mitigation programs, click Talk to ISO Mitigation or call the ISO mitigation specialists at 1-800-444-4554.



1

ISO's Public Protection Classification (PPC™) Program

Find more information on this topic for:

» Insurers » Government » Interested Citizens

To help establish appropriate fire insurance premiums for residential and commercial properties, insurance companies need reliable, up-to-date information about a community's fire-protection services. ISO provides that information through the Public Protection Classification (PPC™) program.

What is the PPC program?

ISO collects information on municipal fire-protection efforts in communities throughout the United States. In each of those communities, ISO analyzes the relevant data using our Fire Suppression Rating Schedule (FSRS). We then assign a Public Protection Classification from 1 to 10. Class 1 generally represents superior property fire protection, and Class 10 indicates that the area's fire-suppression program doesn't meet ISO's minimum criteria. (East Hampton is a 6)

By classifying communities' ability to suppress fires, ISO helps the communities evaluate their public fire-protection services. The program provides an objective, countrywide standard that helps fire departments in planning and budgeting for facilities, equipment, and training. And by securing lower fire insurance premiums for communities with better public protection, the PPC program provides incentives and rewards for communities that choose to improve their firefighting services.

ISO has extensive information on more than 47,000 fire-response jurisdictions.

How this website can help you

This website contains a wealth of information about the PPC program and the Fire Suppression Rating Schedule (FSRS). The website can also lead you to specific information about your community's PPC code and what you can do to get a better code. Some of the technical information in the site is available to registered customers and fire officials only. Find out how to register.

Follow the links for:

Public Protection Classification program

- Origins of public protection grading
- How the PPC program works
- Benefits of the PPC program for communities
- ISO's PPC Program: Helping to Build Effective Fire-Protection Services (text of an ISO study)
- Effective Fire Protection: A National Concern (text of an ISO study)
- How does PPC information affect individual insurance policies?
- Scope of the PPC evaluation
- ISO's Community Outreach Program
- PPC evaluation process
- What if our PPC gets worse?
- Can one fire affect our community's PPC?
- Split classifications
- Facts and figures about PPC codes around the country

Fire Suppression Rating Schedule

FSRS overview

2

The PPC™ Evaluation Process

To determine a community's Public Protection Classification (PPC™), ISO conducts a field survey. Expert ISO staff visit the community to observe and evaluate features of the fire-protection systems. Using a manual called the Fire Suppression Rating Schedule (FSRS), ISO objectively evaluates three major areas:

fire alarm and communications systems

A review of the fire alarm system accounts for 10% of the total classification. The review focuses on the community's facilities and support for handling and dispatching fire alarms.

fire department

A review of the fire department accounts for 50% of the total classification. ISO focuses on a fire department's first-alarm response and initial attack to minimize potential loss. Here, ISO reviews such items as engine companies, ladder or service companies, distribution of fire stations and fire companies, equipment carried on apparatus, pumping capacity, reserve apparatus, department personnel, and training.

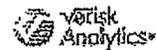
water supply

A review of the water-supply system accounts for 40% of the total classification. ISO reviews the water supply a community uses to determine the adequacy for fire-suppression purposes. We also consider hydrant size, type, and installation, as well as the inspection frequency and condition of fire hydrants.

After completing the field survey, ISO analyzes the data and calculates a PPC. The grading then undergoes a quality review. The community will receive a notification letter identifying the new PPC. ISO also provides a hydrant-flow summary sheet, along with the classification details and improvement statements. The classification details summarize each subcategory and indicate the total points the community earned. The improvement statements indicate the performance needed to receive full credit for the specific item in the Schedule, as well as the quantity actually provided.

For more information . . .

. . . on any topic related to the PPC program or the Fire Suppression Rating Schedule, click Talk to ISO Mitigation, or call the ISO mitigation specialists at 1-800-444-4554.



3

Can One Fire Affect Our Community's PPC™?

ISO's Public Protection Classification (PPC™) program evaluates a community's overall capability to suppress structure fires. Most U.S. insurers of homes and business property use the PPC in calculating premiums. In general, the price of fire insurance in a community with a good PPC is substantially lower than in a community with a poor PPC, assuming all other factors are equal.

ISO's evaluation looks at your community's fire alarm and communications systems, water-supply system, and fire department. For the fire department, the evaluation includes criteria for apparatus, equipment, staffing, training, and the geographical distribution of fire companies. Your community's PPC depends on your performance on all those measures, as set forth in ISO's Fire Suppression Rating Schedule.

Fires occur despite the best efforts of municipal governments and fire departments to prevent them. So the occurrence of a single fire — even with serious results — does not normally affect the PPC assigned to the community. However, if the review of a single fire reveals facts suggesting systemic deficiencies on ISO's evaluation criteria, ISO will consult with municipal officials to determine whether a reevaluation is appropriate.

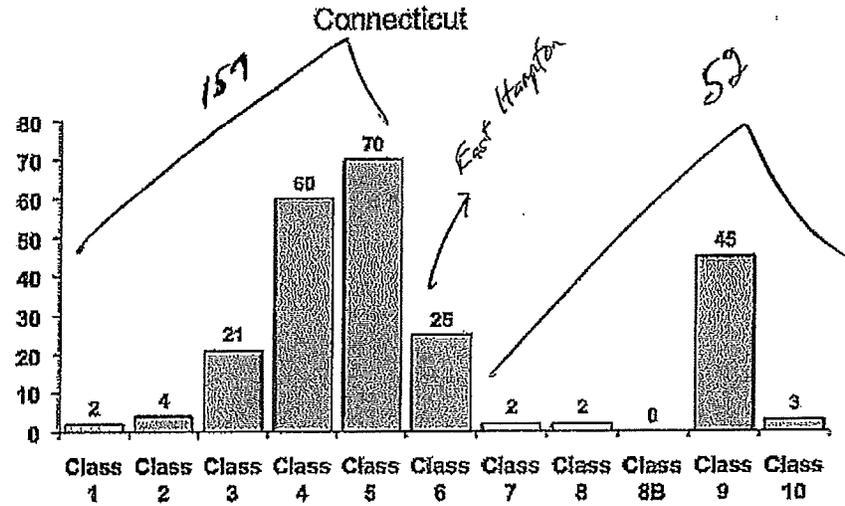


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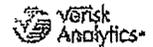
Connecticut

Distribution of Communities by PPC Class
Number within Classification

view another state: Select State 



[»return to PPC Facts and Figures](#)



5

**TOWN OF EAST HAMPTON
POSITION DESCRIPTION**

AGENDA
ITEM # 96

Class Title: Assistant Finance Director - Treasurer
FLSA: Exempt
Department: Finance
Reports To: Finance Director
Effective Date: November 1, 2015

General Description/Definition of Work

This position performs difficult professional and administrative work planning, organizing and directing the accounting personnel as well as related work as required. Duties include planning, organizing and directing accounting, payroll and treasury activities; ensuring that all regulations and procedures are followed; and maintaining appropriate records and files. Duties also include assisting the Director of Finance during the collective bargaining process with the compilation of confidential and strategic collective bargaining information and costing out proposals. Also assisting with the processing of grievances and the preparation for both interest and grievance arbitrations. Work is performed under general supervision. Supervision is exercised over all accounting personnel. Position reports to the Director of Finance.

Essential Job Functions/Typical Tasks

- Coordinates, assigns and oversees workload for accounting staff; selects, trains, motivates, evaluates and disciplines staff as required;
- Coordinates the annual financial audit, including the preparation of schedules, documentation and questionnaires for the auditors; oversees the preparation of the Comprehensive Annual Financial Report.
- Coordinates and prepares monthly reconciliation of QDS Tax Collector reports to MUNIS for sewer use and beneficial assessment collections.
- Initiates debt payments for bonds, bond anticipation notes and lease payments.
- Coordinates and prepares interim financial reports which include balance sheets, changes in fund balance, current year actual data and current year estimates.
- Coordinates and processes month-end and annual fiscal year closings; rolls adopted budget into GL and balances; prepares routine and year-end adjusting journal entries and budget adjustments.
- Calculates monthly health insurance contributions and monitors self-insurance dental fund.
- Oversees reconciliation of all cash and investment accounts.
- Calculates daily cash balances and authorizes investment transfers; signs and authorizes manual checks.
- Maintains systems for all wire transfer and ACH transfer details; maintains grant accounting records and completes quarterly financial reports and payment requests.
- Reviews and approves all payroll tax reporting.
- Documents procedures and ensures good internal controls.
- Manages fixed asset accounting.
- Assists in preparing reports to meet grant and intergovernmental requirements.
- Provides assistance with the operating and capital budgeting processes as required.
- Attends meetings as required and attends professional workshops to maintain knowledge of municipal finance.
- Performs related tasks as required.

Knowledge, Skills and Abilities:

- Comprehensive knowledge of general laws and administrative policies governing municipal financial practices and procedures; comprehensive knowledge of the principles and practices of governmental accounting; thorough knowledge of the principles and practices of a municipal purchasing system; thorough knowledge of the practices, methods and laws relating to municipal bond financing.

Assistant Finance Director (Treasurer) (cont'd.)

- Ability to evaluate complex financial systems and efficiently formulate and install accounting methods, procedures, forms and records; ability to prepare informative financial reports.
- Ability to plan, organize, direct and evaluate the work of subordinate employees.
- Ability to communicate complex ideas, both orally and in writing.
- Ability to establish and maintain effective working relationships with Town officials, other governmental officials and associates.
- Considerable knowledge of Excel, Word, and Outlook. Working knowledge of MUNIS.

Education and Experience:

Graduation from an accredited college or university with major course work in accounting or related field and progressively responsible experience in public finance administration. Prefer one of the following certifications CPA, CPFO or CGFM, and/or 5 years of progressively responsible accounting experience in a municipal setting including not less than 3 years of supervisory experience or an equivalent combination of education and qualifying experience substituting on a year-for-year basis acceptability of which shall be at the sole discretion of the Town.

Physical Demands and Work Environment:

(The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The list is not all-inclusive and may be supplemented as necessary. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.)

- Sedentary work requiring the exertion of up to 10 pounds of force occasionally, and a negligible amount of force frequently or constantly to move objects.
- Work requires minimal motor skills for activities such as, operating office equipment personal computer, and other repetitive motions.
- Vocal communication is required for expressing or exchanging ideas by means of the spoken word.
- Hearing is required to perceive information at normal spoken word levels.
- Visual acuity is required for preparing and analyzing written or computer data, operation of machines, determining the accuracy and thoroughness of work, and observing general surroundings and activities.
- Worker is not subject to adverse environmental conditions.

Special Requirements:

None.

The above description is illustrative of tasks and responsibilities. It is not meant to be all-inclusive of every task or responsibility. The description does not constitute an employment agreement between the Town of East Hampton and the employee and is subject to change by the Town as the needs of the Town and requirements of the job change.

Approved by: _____
Mike Maniscalco, Town Manager

Date: _____



The Congregational Church

United Church of Christ
P.O. Box 237, 59 Main Street
East Hampton, CT 06424

Thomas L. Kennedy, Pastor

Church Office (860) 267-4959 ~ Email: cceh@juno.com ~ Website: www.cc-eh.org



September 23, 2015

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

Dear Michael:

I understand that the Town Council has chosen to eliminate the subsidy for the Village Center water system as a way to have the rate payers pay their fair share while not penalizing the general taxpayer.

In the case of Center School, we move the payments from one taxpayer pocket to another. In the case of the commercial businesses, they have the ability to increase prices to offset their costs.

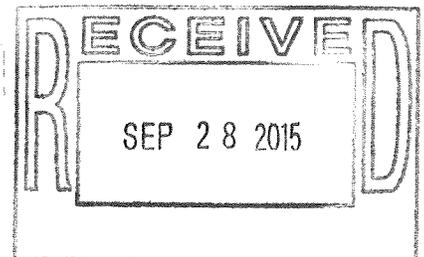
I however speak for the Congregational Church of East Hampton. We are different in that we are a non-profit and like many churches have shrinking memberships and fixed costs that unfortunately aren't shrinking. Many of our users are folks like the Boy Scouts and Cub Scouts, the Food Bank, East Hampton Social Services, AA and other community organizations. During Old Home Days and Goff House concerts at the gazebo we are the place for people to rest. For us the increase in water rates is significant and we really do not have the ability to pass the increase along to taxpayers (Center School) or customers (Village businesses) as the groups noted above have the same types of limitations that we do. In addition, we did not have the ability to budget for this change as we were not notified of the Council deliberations or the change until it appeared on our bill.

We would like to ask that, optimally, our water continue to be subsidized and if that is not possible, could the increase be phased in over three to five years starting January 1st next year, so that we can plan and budget for it.

Sincerely

Alan R. Hurst on behalf of the CCEH Council

CC: East Hampton Town Council
WPCA





AGENDA
ITEM # 13

Office of the COLLECTOR OF REVENUE
NANCY HASSELMAN, CCMC
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October 9, 2015

To: The East Hampton Town Council

Documentation of the below listed tax refunds are available in the Tax Office for your review if you so desire. The refunds total \$3,364.96.

Thank you for your assistance.

Nancy Hasselman, CCMC

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Collector of Revenue

| | |
|----------|---|
| 76.36 | + |
| 21.12 | + |
| 498.82 | + |
| 6.03 | + |
| 80.62 | + |
| 393.17 | + |
| 12.14 | + |
| 16.03 | + |
| 2,170.39 | + |
| 10.35 | + |
| 19.87 | + |
| 18.17 | + |
| 11.61 | + |
| 30.28 | + |
| 3,364.96 | * |