

Proclamation

Girl Scout Day Proclamation *A Proclamation Celebrating 103 years of Girl Scouting*

WHEREAS, March 12, 2015, marks the 103rd anniversary of the Girl Scouts of the United States of America, which began in 1912 when Savannah, GA native Juliette Gordon Low gathered 18 girls to provide them the opportunity to develop physically, mentally, and spiritually;

WHEREAS, 1912 was also the year in which Girl Scouting started in the state of Connecticut;

WHEREAS, for more than 100 years, Girl Scouting has helped build millions of girls and women of courage, confidence, and character who act to make the world a better place; and,

WHEREAS, the Girl Scout Leadership Experience helps girls discover themselves and their values, connect with others, and take action to make the world a better place; and,

WHEREAS, through the dedication, time, and talent of volunteers of different backgrounds, abilities, and areas of expertise, Girl Scouts of Connecticut offers the Girl Scout Leadership Experience to more than 38,000 girls in grades K-12 across the state of Connecticut; and,

WHEREAS, the Girl Scout Gold Award, the highest honor in Girl Scouting, requires girls to make a measurable and sustainable difference in their community, assess a need and design a solution, find the resources and support to make it happen, and complete the project;

WHEREAS, core programs around environmental stewardship, anti-bullying techniques, Science, Technology, Engineering and Math (STEM), and healthy living, help girls develop a solid foundation in leadership; and,

WHEREAS, today, more than 59 million American women are Girl Scout alumnae and 2.8 million girls and adult volunteers are active members;

NOW, THEREFORE, we, the East Hampton Town Council, do hereby applaud the Girl Scouts of the United States of America for more than 100 years of leadership and expertise as the voice for and of girls, proudly proclaim March 12, 2015, as Girl Scout Day.

EAST HAMPTON TOWN COUNCIL

Barbara Moore, Chairperson

Kevin Reich, Vice Chairman

Patience Anderson

Ted Hintz, Jr.

George Pfaffenbach

Mark Philhower

Philip Visintainer

Dated this 24th day of February, 2015



Office of the TOWN MANAGER
MICHAEL MANISCALCO, MPA
mmaniscalco@easthamptonct.gov

MEMO

TO: Town Council and Board of Finance
FROM: Michael Maniscalco, Town Manager
CC: Jeff Jylkka, Finance Director
DATE: 2/19/15
SUBJECT: Transmittal of General Government Department proposed budgets FY 15-16

TOWN COUNCIL

Barbara W. Moore
Chairperson

Kevin Reich
Vice Chairman

Patience Anderson

Ted Hintz, Jr.

George Pfaffenbach

Mark Philhower

Philip Visintainer

Accompanying this document is a draft of the Department submitted budgets. In an effort to get both legislative bodies involved earlier in the process, I am providing you this report earlier than ever before. The development of our communities' budget is a joint effort between us all and will require each of your input as well as that of our community. I want to make it very clear that this is a very rough draft at this point and numbers within this report need to be checked and reviewed much further before I will be capable of supplying my final budget to the Board of Finance.

To provide a high level overview of what has been submitted, the following are some of the most notable requests:

- A Full-time IT staff;
- A Full-time Police Officer;
- Funding request from Conservation Lake of \$249,511;
- Initial layout of funding for natural gas rather than oil.

Please note there are still numbers we are waiting for that will have a major impact on the bottom line of the budget. Some include:

- Pension contributions;
- Health Insurance;
- Workers Compensation;
- General Liability Insurance.

Our Town's budget is not just about numbers and taxes but is also about setting the course for what our local government will accomplish and what services we will provide to our residents over the next fiscal year. I look forward to working with each of you in the development of this year's budget.

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, February 24, 2015, 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 Services and Public Protection, Division 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.

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 24th day of February, 2015.

Sandra M. Wieleba, Town Clerk

RESOLUTION
The East Hampton Police Department Building Committee

WHEREAS: between the years 2005-2008, the Town of East Hampton conducted a major review of its Towns' Facilities, contracting with Friar Associates to lead this review;

WHEREAS: The Friar Report found that the Police Department Facility was lacking space and was in disrepair, impacting the efficiency and effectiveness of the services and safety delivered to the residents of East Hampton;

WHEREAS: minimal work has been done since 2008 to substantially change or enhance the Town's Police Facility;

WHEREAS: Eversource (formerly Connecticut Light and Power), located immediately behind the Town Hall/ Police Facility, has conducted a major expansion in East Hampton, causing additional parking and storage issues for the Town and Police Department;

WHEREAS: The Town Council of East Hampton commissioned a Building Evaluation Committee to review the Friar Report, current condition of all Facilities and report recommendations;

WHEREAS: The Facilities Evaluation Committee has presented its findings and recommendations to the Town Council and found the Police Department to be of a highest priority for a new facility;

WHEREAS: The Town Council accepts and understands the above mentioned recommendations;

NOW THEREFORE BE IT RESOLVED; the Town Council creates the East Hampton Police Department Building Committee with seven (7) total members whose charge shall be to design, build and/or renovate a Police Facility.

Membership shall be appointed by the Town Council with a term that will terminate at the completion of the project. The committee, made up of (7) members of the community, shall represent those who demonstrate knowledge of building, design, architecture, engineering and other related fields that will aid in the development and completion of a Police Facility.

Ex officio members of the committee will include the Town Manager, or his designee; the Chief of Police, or his designee; and a member of the East Hampton Police Union.

The Town Manager will budget for and provide staff to take notes and record minutes of meetings.

More specifically, the committee is charged with the selection of a site; the request for funding for the pre referendum design of a police facility; the selection of an architect; the development of specific plans and conceptual drawings; the provision of factual information for voters and; will provide a recommendation for funding to the Town Council for new construction, a renovation project or a lease agreement. If funding is approved, the Committee is charged with the selection of a construction company and construction manager or clerk of the works.

FURTHERMORE BE IT RESOLVED, The Town Council has created the East Hampton Police Department Building Committee with the express intent to:

1. Request funds for design
2. Select an architect
3. Review possible funding opportunities
4. Develop and design a Police Facility
5. Provide renderings and information to the public of the new Police Facility to include size, cost and other important attributes
6. Provide a recommendation for funding and action steps to the Town Council

If funding is approved the East Hampton Police Department Building Committee is further charged to:

1. Select a site
2. Select a contractor, construction manager or Clerk of the Works
3. Manage the project budget;
4. Report no less than bi-monthly to the Town Council on progress;
5. And turn the new facility, once complete, over to the Town of East Hampton.

If funding is not approved, the first time, the Committee has the authority to:

1. Request additional funds for a redesign
2. Develop and design a different Police Facility
3. Provide renderings and information to the public of the new Police Facility to include size, cost and other important attributes.

Chapter 237: MASS GATHERINGS

§ 237-1 Notification of Fire Marshal required; inspections.

All persons and organizations conducting or making facilities available for events as defined herein shall notify the Fire Marshal, in writing, of the time and place of the event at least five days prior to the date on which the event is to be held. The Fire Marshal may inspect the premises at which the event is to be held for compliance with firesafety laws prior to the event. Inspection is to be made for all firesafety features, including but not limited to exits, exitways, exit and emergency lights, interior finishes, capacity and temporary appliances such as lights and loudspeakers.

§ 237-2 Definition of "event."

As used herein, "events" are public assemblies including but not limited to dances, fairs, craft shows, auctions, plays, concerts and sporting events at which 50 or more people are expected to attend, not including, however, regular meetings of organizations open to members only.

§ 237-3 Applicability.

~~This chapter shall apply to indoor or outdoor facilities used for such events, including but not limited to schools, colleges, churches and facilities of fraternal organizations.~~

This chapter shall apply to indoor or outdoor facilities used for such events, including but not limited to schools and colleges. Indoor events at churches and facilities of fraternal organizations shall be exempt from this part of the ordinance.

§ 237-4 Assignment of fire fighters to event.

Nothing in this chapter shall prevent the assignment of fire fighters for duty at an event at the expense of the person or organization sponsoring the event.

§ 237-5 Penalties for offenses. [1]

Any person who violates any provision of this chapter shall be fined not more than \$100. Each day on which an event is held without notification to the Fire Marshal as required by this chapter shall be deemed a separate offense.

[1]:

Editor's Note: Added at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

**TOWN OF EAST HAMPTON
AGENDA REPORT**

AGENDA ITEM: 9a

DATE: January 27, 2015
SUBJECT: **Police Special Services Transfer to Capital Reserve Fund**
DEPARTMENT: Police

BACKGROUND

The Town Council adopted a special revenue fund policy (see below) that permitted excess funds in the Police Special services account to be transferred to the Capital Reserve Fund. At the January 20, 2015 Board of Finance meeting it was recommended that \$83,626 be transferred to the Capital Reserve Fund, and that the funds be designated for "Public Safety" projects.

Policy:

Departments subject to this Policy may request the use of excess funds to finance certain proposed capital projects which will reduce dependence on appropriations from general fund and lessen tax payer support. Such requests will be forthcoming by submission of request and need to the Town Manager who shall make his/her recommendation to the Board of Finance who shall make its recommendation to the Council for final approval.

On a quarterly basis, the Board of Finance shall review accumulated special revenue fund unrestricted balances for those funds designated Type (2) and where any unrestricted balance for a program exceeds 3.5% of the Police Patrol budget or 3.5% of the Parks & Recreation budget, shall recommend that such balance be transferred to the Capital Reserve Fund identified or reserved for future capital purposes relative to the source of the fund (i.e. police outside services for Public Safety). The recommendation must be approved by the Town Council before such transfer occurs.

Once transferred and deposited to the Capital Reserve Fund the Department must comply with the Capital Reserve Fund Policy prior to any expenditure.

RECOMMENDED MOTION

Resolved that the Finance Director be authorized to transfer \$83,626 the Capital Reserve Fund and that the same amount be designated for "Public Safety" purposes. Note: These funds must follow the Capital Reserve Fund policy prior to being expensed.

ALTERNATIVE ACTIONS

Transfer a different amount.

FISCAL IMPACT None

	<u>2015 Budget</u>
Police Patrol operating budget	\$ 1,359,746
Amt. to be retained within the fund	<u>3.50%</u>
Amount to be retained	\$ 47,591

	<u>Option 1</u>
	<u>30-Jun-14</u>
Balance	\$ 111,827
Transfer Out	\$ 64,236
Balance	\$ 47,591

FY 14/15 Revenues - July 1 through September 30, 2014	32,541
FY 14/15 Expenditures - July 1 through September 30, 2014	(17,112)
Net Income (Additional transfer)	15,429
FY 14/15 Revenues - October 1 through December 31, 2014	\$ 27,113
FY 14/15 Expenditures - October 1 through December 31, 2014	\$ (23,152)
Net Income (Additional transfer)	3,961

Balance in Police Special Services Account @ 12-31-2014 \$ 47,591

Total transfers out \$ 83,626

East Haddam / East Hampton Regional Animal Control Draft Proposal 2/5/15

The goal of this proposal is to create a Regional Animal Control Department covering the Towns of East Haddam and East Hampton.

- The Town of East Haddam will have all administrative control for the Regional Animal Control Department to include the budget, pound, employees, etc.
- Staffing will consist of one (1) Animal Control Officer and four (4) Assistant ACO's. All Staff will be Town of East Haddam Employees and will cover both towns as part of the regionalization.
- Coverage will be scheduled for both towns 24/7/365.
- Each town will continue to maintain a vehicle for use in both Towns by the ACO staff. This will include planning for a seven -ten year replacement cycle, all maintenance and gas for the ACO vehicle.
- The required MOU will be created to address insurance concerns for vehicle operation.
- The agreement between the towns will be for a five year term.
- The Town of East Hampton will pay the Town of East Haddam a fee annually to oversee and provide all ACO required services.
- East Hampton will pay East Haddam effective:
 - 7/1/15 - \$43,000
 - 7/1/16 - \$44,290
 - 7/1/17 - \$45,620
 - 7/1/18 - \$46,985
 - 7/1/19 - \$48,400
- Additionally, East Hampton will pay East Haddam ½ of the licensing fees retained for the prior fiscal year (effective 7/1/16.)
- Once both towns agree on the concept an agreement will be written by the town attorney for review. East Haddam and East Hampton will split equally the cost of creating this agreement.

Sirois, Cathy

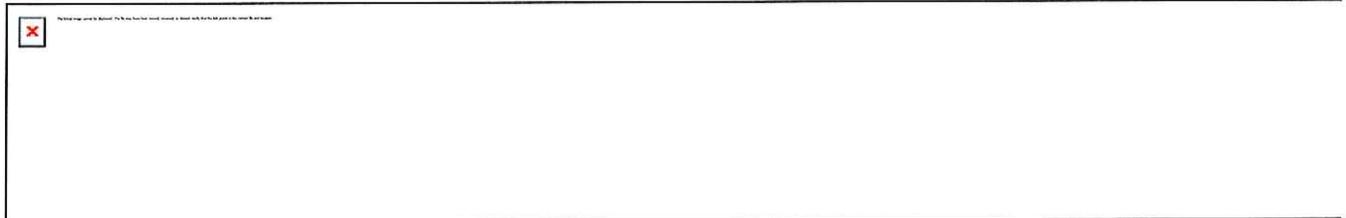
From: Maniscalco, Mike
Sent: Wednesday, February 18, 2015 2:34 PM
To: Sirois, Cathy
Subject: Fwd: Municipal Aid Estimates
Attachments: image003.png

Michael Maniscalco, MPA
Town Manager
Town of East Hampton
20 E. High St
East Hampton CT 06424

860-267-4468

Begin forwarded message:

From: GEORGE RAFAEL <GRAFAEL@CCM-CT.ORG>
Date: February 18, 2015 at 12:22:09 PM EST
To: "'mmaniscalco@easthamptonct.gov'" <mmaniscalco@easthamptonct.gov>
Subject: **Municipal Aid Estimates**



February 18, 2015

FY 16 Governor's Proposed State Budget Impact on: East Hampton

On February 18, 2015, the Governor proposed his state budget for FY 16. **Below is CCM's preliminary analysis of the impacts of this plan on East Hampton** for certain key grant programs.*

Grant:			Proposed FY 16 v. FY 15
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	Current Year FY 15	Proposed FY 16		
	(\$)	(\$)	(\$)	(%)
Education				
Adult Education	17,975	17,906	- 69	- 0.4%
ECS Grant	7,690,997	7,690,997	0	0.0%
Non-Public School Transportation	0	0	0	
Public School Transportation	77,716	77,047	- 669	- 0.9%
LoCIP	89,318	89,318	0	0.0%
Pequot-Mohegan Grant	62,044	61,969	- 74	- 0.1%
PILOT: Colleges & Hospitals	0	0	0	
PILOT: State-Owned Property	117,636	111,380	-6,256	- 5.3%
Town Aid Road	322,948	322,948	0	0.0%
MRSA Municipal Projects	17,816	18,943	1,127	6.3%
Total	8,396,449	8,390,508	-5,941	- 0.1%

*Some grants are not listed because town-by-town amounts are not available. Many of these grants will be featured in CCM's upcoming budget analysis.

Below please find a summary of the estimated statewide changes to major municipal grants.

Grant:	Current Year FY 15	Proposed FY 16	Proposed FY 16 v. FY 15
Adult Education	\$20.6 million	\$20.6 million	\$10,164
Education Cost Sharing	\$2.13 billion	\$2.14 billion	\$11.7 million
Excess Cost - Student Based	\$139.8 million	\$139.8 million	No change
LoCIP	\$30 million	\$30 million	No change
Magnet Schools	\$293.8 million	\$329.6 million	\$35.9 million
MRSA Municipal Projects	\$56.4 million	\$60 million	\$3.6 million
Non-Public School Transportation	\$3.6 million	\$3.6 million	No change
Priority School Districts	\$40.7 million	\$40.7 million	No change
Pequot-Mohegan Grant	\$61.8 million	\$61.8 million	No change
PILOT: Colleges & Hospitals	\$125.4 million	\$125.4 million	No change
PILOT: State-Owned Property	\$83.6 million	\$83.6 million	No change
Public School Transportation	\$24.9 million	\$24.9 million	No change
Town Aid Road	\$60 million	\$60 million	No change

Notes: While there are no major cuts to non-education grant programs, some municipalities may see less aid in FY 16 than they received in FY 15 due to a capping of programs and the subsequent shift in grant amounts.

If you have any questions, please call George Rafael or Ron Thomas of CCM at (203) 498-3000.



AGENDA
ITEM # 14

Office of the COLLECTOR OF REVENUE
NANCY HASSELMAN, CCMC
nhasselman@easthamptonct.gov

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

February 19, 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 \$8,267.21.

Thank you for your assistance.

Melanie B. Jump CCMC

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

	0.00	*
	645.44	+
	13.52	+
	2,621.86	+
	42.23	+
	128.51	+
	2,179.34	+
	5.01	+
	600.00	+
	2,031.30	+
	8,267.21	*