

RESOLUTION
EAST HAMPTON TOWN COUNCIL

WHEREAS, the Connecticut General Assembly has authorized funding for municipal grants under Connecticut General Statutes (CGS) Section 4-66g the Small Town Economic Assistance Program (STEAP); and

WHEREAS, Public Act 05-194 enables Connecticut municipalities to continue qualifying for STEAP grants in lieu of being eligible for financial assistance under section 4-66c "Urban Act" by a vote of its legislative body, and submitting a written notice of such vote to the Secretary of the Office of Policy and Management; and

NOW THEREFORE BE IT RESOLVED by the Town Council of the Town of East Hampton that pursuant to PA 194-05, the Town shall forgo its eligibility to seek funds under section 4-66c "Urban Act" and in lieu thereof seek funds made available through Section 4-66g the Small Town Economic Assistance Program; and

BE IT FURTHER RESOLVED that the Town Manager is hereby directed to notify the Secretary of the Office of Policy and Management, in writing, of such intention.

Duly authorized and approved this 8th day of January, 2013.

MEMORANDUM FROM THE LAW OFFICES OF
 HALLORAN & SAGE LLP
 One Goodwin Square, 225 Asylum Street
 Hartford, Connecticut 06103

TO : Michael Maniscalco, Town Manager for the Town of East Hampton
 FROM: Kenneth R. Slater, Jr.
 DATE : 12/12/12
 RE : FOG Pretreatment System Options
 Our File No.: 18349.0002

As you know, the Department of Energy and Environmental Protection's General Permit for the Discharge of Wastewater Associated with Food Preparation Establishments (the "General Permit") requires certain food preparation establishments that discharge or have the potential to discharge oil and grease into wastewater to implement systems to capture fats, oils and grease ("FOG"). At your request, I am writing to summarize the kinds of systems authorized by the General Permit.

The General Permit authorizes the use of grease trap/interceptors ("FOG interceptors") and automatic grease recovery units ("FOG recovery units") without first obtaining approval. It also allows for the use of an "alternative system" provided that approval is obtained from a municipal WPCA or other authorized agent and certain conditions are met. This following is a general description about each of the three systems.

FOG Interceptors

- A passive tank installed in-ground, outside of a building, which is designed to trap floating FOG and settle particulates at the bottom by gravity while allowing wastewater to flow through.
- Constructed of watertight, durable material or concrete.
- Must be installed with a dedicated sewer line servicing kitchen flows and must be connected to fixtures or drains that discharge waters containing FOG.
- Must have a minimum depth of four feet and the following minimum volume:
 - Equal to the maximum daily flow over a 24 hour period from all fixtures connected to the grease interceptor, or
 - 1,000 gallons, whichever is greater.
- Accessible for convenient inspection and maintenance.

FOG Recovery Units

- A unit located indoors, usually under a counter or in the floor, which uses mechanical means to skim floating FOG off of wastewater, and gravity to settle solids.

- A unit must be installed immediately downstream of each fixture listed in the General Permit within a food preparation establishment.
- Constructed of corrosion-resistant material such as stainless steel or plastic.
- Include a skimming device, automatic draw-off, or other mechanical means to automatically remove separated fats and oils. Such skimming device must be:
 - Hard wired or cord & plug connected electrically and controlled using a timer or level control;
 - Field adjustable.
- Must be operated no less than once per day.
- Sized to properly pre-treat the measured or calculated flows for all connected fixtures or drains.
- Accessible for convenient maintenance.

System Requirements Application to both FOG interceptors and FOG recovery units:

- Food grinders/food pulpers should not discharge to the pretreatment system.
- Wastewater flows connected to the pretreatment system must be screened to prevent solids from entering the system.
- No fixture or drain other than those identified in the General Permit may be connected to a pretreatment system unless such a connection is approved.

Alternate pretreatment system

- Applications evaluated on a case-by-case basis.
- Must be approved by an authorized agent.
- Must demonstrate that the other unit can reliably meet the effluent limitations established in the General Permit.
- Must be installed downstream of the same fixtures specified for other units and cannot accept food grinder or food pulper wastes.
- Examples:
 - Existing passive outdoor grease traps that don't otherwise meet the General Permit but are subject to restrictions such as additional FOG minimization practices within the kitchen or increased frequency of maintenance.
 - Passive indoor grease traps. I will note that the Torrington Area Health District determined that these systems were "too labor intensive to reliably meet pretreatment standards" but could be considered as an alternative system in special circumstances.

**Town of East Hampton
Additional Appropriation / Transfer Request Form
Fiscal Year 2012-2013**

Fund: Capital Reserve Fund
Department: Board of Education

Additional Appropriation
Transfer

The following additional appropriation / transfer is recommended for board approval.

TRANSFER FROM

50941000	5741	93210	H.S. Emergency Generator (IT Room)	\$ 15,000
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TRANSFER TO

50941000	5720	93210	H.S. IT Room Generator Wiring	\$ 15,000
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Explanation

See attached

Source of Funds

Funding is from a 2012-2013 Capital Reserve Fund project that was for the purchase and installation of a stand-alone generator to power the Information Technology room/equipment at the High School. Currently there is \$15,000 available.

Proposed Resolution

Resolved, that the Town Council approve the above budget transfer in the amount of \$15,000 for the generator wiring project.

<u>Approved</u>	<u>Yes</u>	<u>No</u>	<u>Date</u>
Board of Finance	X		12-17-2012
Town Council			

**East Hampton Public Schools
East Hampton, Connecticut**

MEMO

Date: December 11, 2012
To: Matthew Walton
From: Kevin Reich, Operations Manager
Subject: Reallocation Request - Generator

The East Hampton Board of Education is requesting that the funds budgeted to install an emergency generator at the East Hampton High School be reallocated to provide wiring to wire the High School server room to the existing generator at the High School. Higgins Electric has verified that the existing generator has the capacity to provide power to the server room at the High School whenever there is a loss of power. The cost to wire the server room to the existing generator is approximately \$15,000.00. There is presently \$15,000.00 in the 2012-2013 Capital Improvement Plan to purchase a new generator.

If you have any questions, please contact me at 860-365-4000. Thank you in advance for your consideration.

cc: Michael Maniscalco
Jeff Jylkka
Judith A. Golden, Ph.D
Mark Laraia
Glenn Gemma

**Town of East Hampton
 Additional Appropriation / Transfer Request Form
 Fiscal Year 2012-2013**

Fund: Capital Reserve Fund
Department: Board of education

Additional Appropriation
Transfer

The following additional appropriation / transfer is recommended for board approval.

TRANSFER FROM

50942610	5430	93005	High School Building Envelope Repairs	\$ 18,225
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TRANSFER TO

50962610	5430	93032	Board of Education Central Office Fire	\$ 18,225
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Explanation

See attached

Source of Funds

Funding is from unspent funds in the Board of Education building envelope repair project (Capital Reserve Fund) and unspent insurance proceeds of \$3,772. The total cost for the project is \$21,997.

Proposed Resolution

Resolved, that the Town Council approve the above budget transfer in the amount of \$18,225.

<u>Approved</u>	<u>Yes</u>	<u>No</u>	<u>Date</u>
Board of Finance	X		12-17-2012
Town Council			

**East Hampton Public Schools
East Hampton, Connecticut**

MEMO

Date: December 11, 2012
To: Matthew Walton
From: Kevin Reich, Operations Manager
Subject: Reallocation Request – Underground Wiring

The East Hampton Board of Education is requesting that the funds budgeted for the East Hampton High School building envelope repairs be reallocated to install an underground power line and increase the service to 400 amp at the old Town Hall at 94 Main Street. The existing overhead power line was torn off in July and the building caught fire. To lessen the Board of Education's and the Town's liability, the proposed power line should be installed underground. The bid to upgrade the service and install the underground cable is \$21,997.00 less insurance reimbursement of \$3,772.00 for a total project cost of \$18,225.00.

The Board of Education is requesting that \$18,225.00 be reallocated from the High School building envelope repair account in the Capital Improvement Plan which presently has \$38,038.00.

If you have any questions, please contact me at 860-365-4000. Thank you in advance for your consideration.

cc: Michael Maniscalco
Jeff Jylkka
Judith A. Golden, Ph.D
Mark Laraia
Glenn Gemma

TOWN OF EAST HAMPTON AGENDA REPORT

AGENDA ITEM: _____

Item to be presented by: Town Manager

DATE: January 8, 2013

SUBJECT: **BOARD OF EDUCATION—New 400 amp Underground Electric Service**
94 Main Street; East Hampton, CT

DEPARTMENT: Facilities

RECOMMENDED ACTION

Move to award the contract for the above-mentioned project to the lowest qualified bidder, Higgins Enterprises, Inc., for their bid proposal in the amount of \$21,997.00.

BACKGROUND

The BOE overhead electrical service was ripped off of the building during paving work in the parking lot. The insurance paid us the cost to replace the overhead service in the amount of \$3,772.00. The BOE decided to increase the size to 400 amp and go underground. The Town received the following three bids for this underground service:

COMPANY	BID AMOUNT
Higgins Enterprises, Inc.	\$21,997.00
P&M Electric	\$33,995.00
Cunningham Construction	\$41,025.00

ALTERNATIVE ACTIONS

Other direction as determined by the Town Council.

FISCAL IMPACT

The BOE will be responsible for the cost of \$21,997.00 (\$3,772.00 from the insurance claim and remaining balance of \$18,225.00). All CL&P fees are included in the bid.

**TOWN OF EAST HAMPTON
AGENDA REPORT**

Agenda Item: 96

Item to be presented by:
Ruth G. Plummer, Parks and Recreation Director

DATE: January 8, 2013

SUBJECT: Sears Park Fees Recommendation

DEPARTMENT: Parks and Recreation

RECOMMENDED ACTION

Set fees as recommended by the Parks and Recreation Advisory board. These fees will remain in effect, as approved by Town Council, until the Parks and Recreation Advisory Board recommends changes to this fee structure.

BACKGROUND

At the December meeting of the Parks and Recreation Advisory Board, Deb McKinney motioned to recommend the following fee structure for Sears Park sticker fees. The motion was seconded by Mark Vickery. All approved 4-0.

- \$10.00 per vehicle
- \$5.00 per vehicle for Senior Citizens and Veterans
- \$5.00 Day Pass
- \$50.00 per boat for residents with half of the boat sticker revenue going into the Boat Launch Improvement fund
- \$50.00 per boat for Youth and Student groups

Pavilion Rental Fee recommendations for profit, private organizations, private parties, businesses:

- \$75 half day
- \$125.00 full day
- Plus \$125.00 security deposit. (All users)
- No fees for Town boards, civic groups, non-profits for first time use, Fifty percent (50%) of listed fees for additional rentals.

Dan Roy motioned to recommend the following fee structure for the William A. O'Neill Performing Arts Gazebo, Mark Vickery seconded the motion. All approved (4-0)

- \$75 per day
- \$25 additional for electrical/lighting
- \$125.00 security deposit (All users)
- No fees for Town boards, civic groups, non-profits for first time use. Full fees are charged for each additional use.

There is no charge for use of the picnic shelter.

ALTERNATIVE ACTIONS

Set fees at other than recommended

FISCAL IMPACT

Revenue goes into the General Fund with one exception. Fifty percent (50%) of boat sticker sales goes to Sears Park Boat Launch Improvement fund.

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

January 4, 2013

To: The East Hampton Town Council

Documentation of tax refunds are available in the tax office for your review if you so desire. The total refunds equal 1,234.34.

Thank you for your assistance.

Nancy Hasselman, CCMC

Nancy Hasselman, CCMC
Collector of Revenue

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