

**TOWN OF EAST HAMPTON  
AGENDA REPORT**

AGENDA ITEM: 5A

Town Manager Approval: RD (cl)

Item to be presented by: Robert Drewry

DATE: November 23, 2010

SUBJECT: Approval of Usage of Wayfinding Signage Artwork by EDC

DEPARTMENT: Town Manager

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RECOMMENDED ACTION

That Council approve the usage of the wayfinding signage artwork for the Business of the Month signs and Grand Opening Banner that are utilized by the Economic Development Commission.

BACKGROUND

The Economic Development Commission will be producing new signs for the Business of the Month and for the Grand Opening Banner and request usage of the wayfinding signage artwork.

ALTERNATIVE ACTIONS

Other direction as determined by Council.

FISCAL IMPACT

Funding from Economic Development Commission budget TBD

**TOWN OF EAST HAMPTON  
AGENDA REPORT**

**AGENDA ITEM:** 5B

Town Manager Approval: RD (10)

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

DATE: November 16, 2010  
SUBJECT: Sales of Sears Park Passes  
DEPARTMENT: Parks and Recreation

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**RECOMMENDED ACTION**

None Necessary

**BACKGROUND**

At the October 26, 2010 Town Council, East Hampton resident Ted Barber of 50 Mott Hill Road, commented regarding the town's shut off of watercraft on the lake to non-residents. Mr. Barber stated that the Parks & Recreation department gave passes to local campgrounds to let anyone use the lake and relinquished approx. \$9,000 in yearly revenue.

**ALTERNATIVE ACTIONS**

In response to Mr. Barber's public comment, Sears Park stickers are sold at the Parks and Recreation Department, the Public Library, the Police Department, and the Town Clerks' office. We also provide a supply of stickers to Michelle Gustine to sell directly to her seasonal residents. We also provide all Campground owners with Temporary Passes. These passes are sold to campers who are not necessarily tax payers but would like to use the park for the day. (They probably sell 5-8 of these annually)

All revenue generated from the sale of Sears Park stickers goes into the General Fund. It does not go to the Parks and Recreation Department and therefore has no impact on the department's operating budget.

Sandy Wieleba, Town Clerk; Susan Berescik, Library Director; Chief Matthew Reimondo, Parks and Recreation staff, Michelle Gustine, Nelson's Campground, and Melissa Engle, Markham Meadows Campground all have confirmed that they are aware of the policies and procedures of selling Sears Park stickers and or temporary passes.

**FISCAL IMPACT**

\$20775.00 in revenue which was collected for the 2010 summer season matches the number of stickers and passes sold. There is no indication that any revenue was relinquished in the form of free stickers.

EH: Clerks Office  
Chief Reimondo  
Susan Berescik  
Parks and Recreation Advisory Board  
Michelle Gustine  
Melissa Engel

**TOWN OF EAST HAMPTON  
AGENDA REPORT**

AGENDA ITEM: 5C

Town Manager Approval: RD (RD)

Item to be presented by: Robert Drewry

DATE: November 23, 2010

SUBJECT: Approval of Lease Renewal between the Town and the State of CT for Property in the Village Center within the Railroad Right-of-way

DEPARTMENT: Town Manager

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RECOMMENDED ACTION

That Council approve the lease renewal for the State of Connecticut property in the Village Center within the railroad right-of-way.

BACKGROUND

The Town has held a lease with the State of Connecticut for the municipal parking lot adjacent to 82 Main Street and the property behind the Fire Station on Barton Hill. This property is located within the railroad right-of-way. Based on the original lease agreement originated in 1990, the town has the right to renew the term for two (2) additional successive twenty (20) year periods of time.

ALTERNATIVE ACTIONS

Other direction as determined by Council.

FISCAL IMPACT

\$100.00 per year.

**TOWN OF EAST HAMPTON  
AGENDA REPORT**

AGENDA ITEM: 8A

Town Manager Approval: RD (RD)

Item to be presented by: Thomas Cordeiro

DATE: November 23, 2010

SUBJECT: Discussion and Approval of Arts & Cultural Commission Ordinance/Set Public Hearing Date

DEPARTMENT: Town Manager

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RECOMMENDED ACTION

That Council approve the Arts & Cultural Commission ordinance and set a public hearing date.

BACKGROUND

The draft was completed by reviewing many Arts & Cultural Commission ordinances from surrounding communities. Justin Richardson from CCM was consulted and he provided draft ordinances from the Towns of Oxford, Ansonia, Enfield and Glastonbury. Ordinances from Middletown, Newtown and Naugatuck were also reviewed.

ALTERNATIVE ACTIONS

Other direction as determined by Council.

FISCAL IMPACT

TBD

# Town of East Hampton Arts and Cultural Commission

*Initial Draft by Thom Cordeiro – East Hampton Town Council*

*November 18, 2010*

## **SECTION I: Establishment**

There is hereby established a Commission in East Hampton known as the “East Hampton Arts and Cultural Commission (EHACC). This commission shall be formed to foster, promote, encourage and celebrate the excellence, enjoyment, and abundance of Arts and Culture in East Hampton.

## **SECTION II: Appointment, Terms and Vacancies**

The Commission shall consist of ten (10) members as well as a Town Council liaison, who shall be appointed by the East Hampton Town Council. The members will be drawn from all areas of arts and cultural groups throughout the community as well as the general public with interest in arts and culture. The term of office will be for three (3) years. Initially, five members will be appointed to three (3) year terms, and five members will be appointed to two (2) year terms. All terms will run through December 31<sup>st</sup> of the established end of term. All future appointments and vacancies shall be appointed by the Town Council for the balance of the unexpired term. In addition, there will be a “student ad-hoc member” consisting of an East Hampton High School student with interest in arts and culture who will be selected by the Superintendent of Schools or High School Principal to provide bi-directional communication between the Arts and Cultural Commission and student activities relating to the arts.

## **SECTION III: Purpose**

The Commission is intended to support and promote interesting, innovative and entertaining programs that are representative of the fine, applied and performing arts in East Hampton. The Commission will promote a supportive climate to attract artists of all ages, cultures and areas of interest as well as to promote participation in our community. Through its endeavors, the East Hampton Arts and Cultural Commission will help to broaden understanding of and the appreciation for artistic diversity, cultural awareness and a sense of community spirit.

## **SECTION IV: Organization**

The Commission shall annually elect a Chairperson, a Vice-Chairperson, and a Secretary.

**SECTION V:           Duties and Responsibilities**

The East Hampton Arts and Cultural Commission shall have the following duties and responsibilities:

- a. To make an initial survey of the cultural and artistic resources of the Town of East Hampton including civic organizations, community theatre companies, local artists, dance studios, and local private and civic events.
- b. Produce and update an ongoing Arts and Cultural Events Calendar which may be distributed and promoted in hard-copy and posted on the Town of East Hampton website.
- c. To stimulate, encourage and promote community involvement in arts and cultural events in East Hampton.
- d. To advise and make recommendations to the Town Council on matters of arts and cultural significance to the Town of East Hampton on at least an annual basis.
- e. The members of the commission shall serve without compensation. The commission may pursue and receive federal, state and municipal or private monies for the purpose of fostering, assisting and encouraging the arts and to encourage the participation in, and promotion, development and appreciation of artistic and cultural activities.
- f. To enter into contracts within the limits of the funds available, with individuals, organizations and institutions for services and programs which meet the objectives of the commission.

**SECTION VI:           Expenses**

The commission shall prepare a proposed estimate of receipts and expenditures and may submit a proposed budget to the Town Manager as provided in the Code of the Town of East Hampton.

**SECTION VII:         Auxiliary Services**

The facilities and services of the various agencies, departments of the Town of East Hampton shall be available to the commission as it may reasonably require.

**TOWN OF EAST HAMPTON  
AGENDA REPORT**

AGENDA ITEM: 11A

Town Manager Approval: RD (CW)

Item to be presented by: Jeff Jylkka

DATE: November 23, 2010

SUBJECT: Board of Education 2009-2010 Additional Appropriation (Special Education Excess Cost Grant)

DEPARTMENT: Education

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**RECOMMENDED ACTION**

Staff recommends that Town Council approve the following additional appropriation as recommended by the Board of Finance on November 15, 2010.

**Estimated Revenue**

State Agency Placement Excess Cost	01962510-4404	\$ 606,440
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**Appropriation**

Special Ed Tuition – Private	01951000-5563	300,900
Soc/Emot. Maladjusted – Tuition	01951240-5560	23,000
Soc/Emot. Maladjusted – Tuition Private	01951240-5563	44,000
Multiple Disabilities – Professional Svs.	01951250-5330	33,000
Learning Disabilities – salaries classified	01951260-5112	31,000
Intellectual disability – Tuition Private	01951220-5563	91,000
Autism – Professional Svs.	01951270-5330	14,440
Autism – salaries certified	01951270-5111	15,000
Autism – Tuition RESC	01951270-5560	41,000
Autism – Tuition Private	01951270-5563	13,100
		<b>\$606,440</b>

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**BACKGROUND**

The above additional appropriation is needed to cover additional costs relating to special education tuition and related services. The State of CT reimburses the Board of Education for these additional costs. The Town and Board of Education do not budget for the revenue from the state as well as the related expenditures. Annually, the amount of the grant is re-appropriated back to the Board of Education. The accounting/budgeting for this revenue is consistent with previous years.

**Source of Funds**

State of Connecticut Excess Cost Agency Placement Grant. The BOE received a total of \$606,440 during the 09-10 fiscal year.

**ALTERNATIVE ACTIONS**

Not to approve the appropriation.

**FISCAL IMPACT**

There is no fiscal impact. This is a budget adjustment only.

TOWN OF EAST HAMPTON  
AGENDA REPORT

AGENDA ITEM: 11B

Town Manager Approval: RD (cls)

Item to be presented by: Jeff Jylkka

DATE: November 23, 2010

SUBJECT: 2009-2010 End of Year Transfers

DEPARTMENT: General Government

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RECOMMENDED ACTION

Staff recommends that Town Council approve the attached 2009-2010 end of year budget transfers as recommended by the Board of Finance on November 15, 2010.

BACKGROUND

Annually, as the Town is nearing completion of the annual audit staff prepares transfers in order to zero out any departmental budget deficits. The transfers are an indication of a government's budget practices and principles. These transfers also serve as a communication tool to the legislative body indicating what department(s) overspent their annual appropriation.

ALTERNATIVE ACTIONS

Not to approve the appropriation or amend.

FISCAL IMPACT

There is no fiscal impact. This is a budget adjustment only.

FY 2009-2010 General Government  
Year-End Transfers

Department	ORG	Object #	Object Name	Transfer In / (Out)	Comment
<b>FROM</b>					
1	01110000	5210	Medical insurance	\$ (113,297)	Medical insurance (staff vacancies)
2	01120000	5990	Contingency	(62,530)	
3	01040125	5330	Professional/Tech. Se	(25,600)	Reduced utilization
4	01560000	5435	Refuse Removal	(9,006)	Contractor concessions. Scrap metal being sold.
5	01720721	5830	Interest	(64,600)	Budgeted for interest on notes for school roof. Project has not started
		<b>Total</b>		<b>\$ (275,033)</b>	

<b>TO</b>					
6	01060138	5120	Part Time/Seasonal Sa	\$ 326	
7	01090000	5260	Worker's Compensation	\$ 7,996	Workers compensation premium higher than budget
8	01220225	5430	Bldg & Equip Maint/Re	\$ 530	
9	01250000	5622	Electricity	\$ 941	
10	01350000	5410	Public Utilities	\$ 280	
11	01520000	5330	Professional/Tech. Se	\$ 54,800	Additional engineering work required by DOT for ARRA grant.
12	01550000	5690	Other Supplies/Materi	\$ 10,296	Increased use of salt only routes. More winter product used.
13	01810000	5933	Transfer to Comp. Abs	\$ 199,864	Town's portion of MIRMA assessment
		<b>Total</b>		<b>\$275,033</b>	

The above transfer is needed in order to zero out departmental deficits for the fiscal year end 2009-2010. This transfer also serves as additional communication to the Board of Finance and Town Council as to the operational areas in the budget that were over and under spent.

APPROVED: \_\_\_\_\_  
 BOARD OF FINANCE: 11-15-2010  
 TOWN COUNCIL: \_\_\_\_\_

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

November 19, 2010

To: The East Hampton Town Council

Please find copies of tax refunds for your review. The total refunds equal \$465.73.

Thank you for your assistance.

*Nancy Hasselman, CCMC*

Nancy Hasselman, CCMC  
Collector of Revenue

0.0  
64.23 +  
180.03 +  
5.00 +  
5.46 +  
5.00 +  
37.40 +  
168.61 +  
465.73 \*