

DRAFT**East Hampton Public Library Advisory Board Ordinance
June 2014****I. Purpose**

The purpose of the Board shall be to act as representatives of the public's library service interests and serve as liaison between the community and its municipal government.

II. Definitions

East Hampton Public Library- synonymous with public library or the library. Refers to both the physical location of 105 main street and all of the programs and operations originating from that address.

III. Duties

- A. The Board shall act as an advisory board to the East Hampton Public Library, a department of East Hampton municipal government.
- B. The Board shall assist in supporting the mission statement of the library.
- C. The Board shall assist in encouraging greatest use of East Hampton Public Library facilities, programs, and services for all East Hampton residents.
- D. The Board shall assist in interpreting and developing policies and guidelines for East public library services and programs, including general operating and collection development policies, with policy approval by the Town Council or approval delegated to the Town Manager.
- E. The Board shall assist in the library's long range planning process to include representative input and implementation and outcome evaluation components.
- F. The Board shall assist in ensuring the library has an active marketing program and support the ongoing development and implementation of same.
- G. The Board shall assist in researching, identifying and attempting to secure grant funding sources to forward or enhance the library's programs, services, and plans in an effort to accomplish the department's mission.
- H. The Board shall be familiar with local, state, and federal library laws as well as pending library legislation and work to educate the East Hampton general government on both the pros and cons for the library.
- I. The Board may advise and make recommendations to the Library Director with regard to public library services, programs, and plans.

IV. Establishment; organization.

- A. There shall be a Public Library Advisory Board in the Town of East Hampton, consisting of seven regular members, which shall be called the "East Hampton Public Library Advisory Board."
- B. Members shall be appointed by the Town Council and shall be selected as follows:
 - 1) Four regular members shall be members of the public, with both genders represented.

- 2) Two regular members shall be members of the public and represent the interests of the early childhood community, with both genders represented.
 - 3) One member shall be a member of the public 60 years of age or older.
 - 4) No more than four of said electors shall be members of the same political party.
- C. All members so appointed shall be persons interested in and committed to the delivery of library services in East Hampton and represent a broad spectrum of community interests, cultural experience, and expertise.
 - D. Said Board shall elect its own officers, which shall include a Chairman and a Vice Chairman, and shall adopt their own rules and procedures.
 - E. The Town Manager, or his/her designee shall be non-voting, ex officio members.

V. Membership; terms of appointment; compensation

In January of each year, the Town Council shall appoint members to replace those whose terms are expiring. All members shall be appointed to hold office for a period of three years, except for the initial appointments to hold office of which two regular members shall be for three years, two regular members for two years, one regular member for one year. Vacancies shall be filled for the unexpired portion of the term, and the Board may recommend a candidate to the Town Council to fill the vacancy. Members of the Board shall serve without compensation.

EAST HAMPTON SPECIAL REVENUE FUNDS POLICY on USE of SURPLUS FUNDS

Definition

Special Revenue Funds are one the four classifications of *Non-major Governmental Funds*. These funds include:

Fund	Funding Source	Function	Type
Septage Disposal	Septage fees	Accumulation of resources for debt payment	1
Water System	User fees	Water operations	1
Public Safety	Fees	Police outside services	2
Culture & Recreation	User Fees	Recreation programs	2
School Cafeteria	Sale of lunches & grants	Cafeteria operations	1
Education	Federal & State grants	Education related programs	1
Public Works	Federal & State grants	Public works projects	1
Community Development	Federal grants	Town development programs	1
Civic & Human Svs.	Federal & State grants	Civic & human services & capital related purposes	1
Beneficial Assessment	Assessments	Accumulation of resources for debt payments	1
WPCA Joint Facilities	Member town fees	Regional sewer facility operations	1
WPCA Operating	User fees	Sewer operations	1

Special Revenue funds are classified into two main types: (1) those whose source of funds are grants, bequests, donation, gifts or whose sources are restricted by local, state and federal guidelines, who are exempt from this Policy; and (2) those whose funds are generated from user fees which are subject to the provisions of this Policy.

Several of the Type (2) Special Revenue funds have accumulated excess or surplus funds annually or over several years.

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.

~~Annually, at the last regular or special meeting before the close of the fiscal year~~ On a rolling 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.

Approved by the Board of Finance: June 16, 2014

Approved by the Town Council: September 9, 2014

Town of East Hampton
FY 2014-2015 Capital Decision Package

Town Manager's Use

Approved:	<input checked="" type="checkbox"/>
Not Approved:	<input type="checkbox"/>
Other:	<input type="checkbox"/>

Public Works

SUBMITTED BY: _____
Enter the Department, and division, if applicable

Philip Sissick

CONTACT PERSON: _____
Enter the name and telephone number of the person who can best answer detailed questions about this project.

Title of Request/Project Name: Long Crossing Culvert Repairs
Enter the title best describing the project. Be concise, but as descriptive as possible.

This form should be used for capital items of \$7,500 and above.

Fiscal Year	Cost
2015	\$121,000.00
2016	
2017	
2018	
2019	

Project Description:

- 1) Repair Long Crossing Culvert, Construction, Inspection, and Design as per bid specs. It should be understood that repair recommendations are based on apparent and obvious conditions. Unknown defects may require additional work changes and incur additional cost.
Construction costs low apparent bidder NJR Construction, LLC - \$104,000.00
On call engineer Inspection, construction oversight and associated administration - \$17,000.00

Give a full, detailed description of the project. The description must contain enough information to allow for a detailed project cost estimate. If costs are estimated to exceed \$250,000 additional information may be required. If the project is construction of a building, specify the following: size; use; type of building; utility type; etc. If it is a street project, specify the following: length; width; whether it is new construction, reconstruction or resurfacing; whether it involves new signals, sewers, and/or sidewalks; etc. Photos and other documentation should also be submitted if they provide relevant information. Any project with insufficient information to develop a cost estimate will not be considered.

- 2) Useful Life (in years): 30

3) Purpose:

- Scheduled Replacement* Increased Personnel Efficiency
 New/Expanded Service X Replace Obsolete/Unsafe Equipment*
 Other (please explain) _____

* Please note how old equipment will be disposed of

4) Justification: Culvert is in active sate of decline. Road will ultimately collapse into Pine Brook and block access to and from this area of Long Crossing.

Support the need for this project. Some of the questions you might want to consider below:

- Does the project meet established standards, codes or mandates?
- Does the project address a Town Council policy initiative or Board of Education goal?
- Does it address a health, fire, safety or security concern?
- Does it serve a segment of the community not currently served?
- Does it foster private investment? How much?
- Does it create jobs? How many? What type?
- Does it support economic development (i.e. tourism)?
- Does the project require additional staffing or operational increases (e.g. grant writer)?
- Does the project create any revenue?
- Do grant funds or other opportunities exist to offset costs?
- What will happen if the Town does not undertake this project?

5) How did you determine the project's cost?

Construction Bid/inspection estimate

6) Additional Cost Data (Equipment Only)

Purchase Price: _____
 Less Trade-In: _____
 Net Cost: _____

7) Are non-Town revenues available to reduce cost (i.e. grants)?

Possibly

8) What will be the effect on your department if this project is delayed?

Further deterioration

9) Please describe the effect of this project on your operating budget.

Personnel Budget

- increase
- decrease
- no change
- amount of change

Expense Budget:

- increase
- decrease
- no change
- amount of change

10) PROJECT LOCATION AND SERVICE AREA: Give a brief description of the community impact the project will have as well as the area it will serve.

Allow passage across Long Crossing Culvert to and from residences on road.

11) SIGNATURE: The Department Director must sign the bottom of the form and date it. The signature indicates that the director approves of the submission of the project and agrees with the information provided.

Signature

Date

KX- Montville PSAP/Dispatch Center Consolidation

“Talking Points”

BACKGROUND

Colchester Emergency Communications, also referred to as CEC and as KX, was established in 1976.

CEC is governed by a Board of Directors consisting of a representative of each member service organization, which is the Fire Chief, EMS Chief, Police Chief or their designated representative.

Currently, the member towns are Bozrah, Colchester, East Haddam, East Hampton, Haddam Neck, Lebanon, Marlborough and Salem. The Middlesex Hospital Paramedic service is also a member of CEC.

Hebron had been a CEC member town until June, 2012, when it elected to transfer its 9-1-1 answering point and dispatch services to the Tolland County Emergency Communications.

When Hebron left CEC, the resulting loss in funding was about \$100,000 from both the Town of Hebron and the loss of the State PSAP subsidy attached to Hebron. This amount had to be absorbed by the remaining towns.

The 2012-2013 and 2014-2015 budgets were subsidized by operating reserves and the elimination of capital funding to maintain the Town assessments at levels acceptable to the Towns. In the 2 years previous to that, the CEC budgets were “flatted” with no increases to the towns due to economic conditions.

CONSOLIDATION COMMITTEES

In late 2012, a joint committee of town CEOs and CEC Board members put together an RFP seeking other PSAP/Dispatch centers and/or municipalities proposals for consolidating with CEC. Quinebaug Valley and the Towns of Montville and East Lyme replied to the RFP. After reviewing the responses and interviewing them, the joint committee decided to pursue consolidation with Montville and East Lyme.

A Consolidation Committee with representatives from CEC, Montville’s and East Lyme’s PSAP/Dispatch centers was established in October, 2013, to work through the details of consolidation. East Lyme stopped attending discussions and by the end of January, it appeared that East Lyme did not wish to engage in the consolidation efforts at this time. East Lyme was in discussions with Waterford and New London regarding consolidation and they indicated that they needed to work through that and then would like to work on adding CEC and Montville. CEC and Montville felt that we needed to continue discussions.

CHALLENGES RESOLVED

The Consolidation Committee resolved several challenges with the following solutions:

- CEC will continue as the legal entity since it is already established as a regional PSAP/Dispatch center with the necessary representative board organization.
- Montville will “join” the CEC organization, and will be the applicant for the State Transition Grant.
- The actual physical PSAP/Dispatch operations will move to the Montville facility. This facility was built about 2 years ago, is state-of-the-art, NFPA 1221 compliant, and offers the necessary space to expand by the consolidation of other PSAP/Dispatch operations and municipalities.
- The full-time employees will receive a salary and benefits at least equal to their existing ones. The Consolidation Committee resolved details concerning the following:
 - Salary rates based on service and experience.
 - Health benefits.
 - Personal time off, inclusive of vacations, holidays, sick time.

- Life insurance.
 - Pension benefits.
- Communication links between the tower sites.
 - Microwave
 - PSDN (Connecticut's Public Service Data Network)
 - UHF links
- CAD (Computer Aided Dispatch, a computer database, preplanned units to dispatch, with a comprehensive user interface) data transfer from CEC to Montville's TriTech system.
- Arranged a TriTech presentation and proposal for integrating the East Hampton PD needs into the CAD system.
- Revised existing contract language to create a 5 year contract with considerations for consolidation issues.
- Estimated projected budget needs for the next 5 years, and developed acceptable assessments amount and methodology for the Towns.

NEXT STEPS

The next steps are as follows:

- Town approval and signature of the new contract.
- Select vendors and obtain firm costs for the equipment and its installation necessary to support communications and operations to the existing KX services from the Montville facility.
- Add dispatch "rules" for the KX services to the Montville CAD system.
- Train the KX dispatchers on the Montville consoles and CAD and on the Montville services.
- Train the Montville dispatchers on the KX services.
- Cut over the E911 service from the KX location to the Montville location. (This will need to be coordinated with the State of CT upgrades to the system to prevent duplication of efforts and costs.)
- Completion of the transition and commencement of physical operations from Montville are targeted to occur not later than July 1, 2015.

BENEFITS OF CONSOLIDATING

Some benefits of consolidation are as follows:

- Financial stability with future budgets that are less volatile and more predictable.
- Eliminates future capital needs that would otherwise be necessary to continue operations at the existing KX facility.
- Maintains the Buckley Hill infrastructure that is necessary for adequate communications with the KX services.
- Provides a facility that can be expanded to add more municipalities.
- Provides a CAD system capable of servicing future technological expansions for the member towns, such as streaming incident data directly to laptops or tablets in responding apparatus, and linking local FDs, PDs, and EMS facilities to the centralized servers in Montville.
- Strengthens the ability to provide needed services for the PD operations, in East Hampton and Montville at present, and other municipalities that form a local PD.
- Room for board meetings or other regional meetings.
- Back-up capabilities from the existing KX facilities, if that ever is necessary.
- Managing our own consolidation destiny in the face of the State sponsored Kimble study, which recommended that the State work to consolidate many of the existing 106 PSAP/Dispatch operations that currently exist. They actually recommended 5 regional centers.

CONTRACT FOR SERVICES

FOR

EMERGENCY COMMUNICATIONS CENTER
AND '911' TELEPHONE SERVICES

CONTRACT FOR MUNICIPAL SERVICES

(TOWN SEAL)

TOWN OF (NAME OF TOWN), CT

FOR SERVICES PROVIDED BY:

COLCHESTER EMERGENCY COMMUNICATIONS, INC.
15 OLD HARTFORD ROAD
P.O. Box 911
COLCHESTER, CT 06415

CONTRACT PERIOD (CURRENT DATE) – JUNE 30, 2020

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I. PARTIES/CONTACTS

This Contract, effective as of (Current Date), by and between the Town of (Name of Town), CT (hereinafter referred to as "the Town"), a municipality organized and operating under the laws of Connecticut with Town Offices at (Address of Town), and Colchester Emergency Communications, Inc. (hereinafter referred to as "CEC"), a corporation organized and operated under the laws of The State of Connecticut, having as its principal place of business a facility at 15 Old Hartford Road Colchester, CT 06415.

All Notices hereunder shall be sent to the parties at the following address:

For CEC

Colchester Emergency Communications, Inc.
15 Old Hartford Road
P.O. Box 911
Colchester, CT 06415

For the Town of (Name of Town)

(Town CEO and Title)
Town of (Name of Town)
(Street Address)
(Name of Town), CT (Zip)

Copy to:

Richard W. Tomc & Associates, P.C.
Attorneys at Law
P.O. Box 780
49 Main Street
Middletown, CT 06457

II. BACKGROUND

The Town has an ongoing need for emergency communications and 9-1-1 telephone support services. The services required are a vital part of the Town's emergency response and disaster preparedness system. CEC currently provides these services. The scope of this contract is directed entirely at the constant provision and monitoring of 9-1-1 services and notification of Town emergency response personnel as outlined in this Contract.

III. SCOPE OF WORK

The scope of the services contemplated in this contract includes continuous staffing and monitoring of 911 emergency telephone services for the entire Town, as well as notification and coordination with Town emergency response and municipal personnel as detailed in Section IV. The specific methods and procedures used in providing the services detailed herein shall be in the sole discretion of CEC and the local emergency service organizations participating therein, except that such services shall be rendered on a twenty-four hour per day, every day basis.

IV. SPECIFIC TASKS

CEC RESPONSIBILITIES

1. Subject to the provisions of Attachment A, CEC shall equip and maintain a regional Emergency Communications Center within the service area and in cooperation with the AT&T Telephone Company (SBC Connecticut).
2. CEC shall maintain necessary telephone equipment so that all emergency telephone calls made to the 9-1-1 emergency number or other designated emergency numbers by the residents of the Town requesting fire, police or ambulance services will be answered at the Emergency Communications Center.

3. CEC, upon receipt of any emergency call, shall, based on procedures to be established by CEC and the Town fire, police and ambulance organizations, immediately notify said organizations, and, in the case of fire and ambulance units, dispatch said units and maintain necessary mobile communications with them for the purposes of coordination and notification of other emergency service organizations, if needed.
4. CEC shall maintain all necessary equipment at the Emergency Control Center, train and hire necessary staff, and arrange and pay for emergency telephone service to the Emergency Communications Center.
5. During the period of performance of this contract, CEC shall hold public liability insurance, workmen's compensation, unemployment insurance, and any other form of insurance required by, or customarily carried by, organizations operating services of the nature detailed herein.
6. CEC shall, in December of each year, prior to the adoption of the Dispatch Center Budget, hold an annual budget meeting with the Chief Executive Officer or his designee and formally present the assessed cost for services for the Town for the ensuing fiscal year. The Chief Executive Officer or his designee shall be afforded the opportunity to review and audit costs and financial records of CEC.
7. The CEC Board of Directors shall not approve the Dispatch Center Budget prior to obtaining approval by a majority of the participating municipalities in the CEC service 911 service claimancy. Once approved by the participating municipalities, the Dispatch Center Budget shall provide the basis for cost for services for the following fiscal year.
8. CEC shall warrant services provided under this contract shall be satisfactory and adequate to meet the needs of the residents of the Town.

TOWN RESPONSIBILITIES

1. The Town, or local emergency service organizations(s) under its cognizance, shall maintain its own local radio equipment, local relay equipment, and local telephone service.
2. The Town shall, for the period of performance of this contract, designate CEC as its agent for the purposes of coordinating or changing emergency telephone numbers or switching equipment or billing information as may be necessary or requested by the AT&T Telephone Company (SBC Connecticut).

V. ACCEPTANCE OF SERVICES

Acceptance of services provided by CEC shall be when they are performed. Due to the critical nature of the services provided by CEC and their direct impact on public welfare and safety, any material failure by CEC to fulfill any of the CEC responsibilities detailed herein shall immediately constitute a material breach by CEC.

VI. PAYMENT SCHEDULE/TERMS

PAYMENT TERMS AND CONDITIONS

The annual payment for the 9-1-1 services contemplated under this contract shall be computed by apportioning the approved Dispatch Center Budget (net of non-member sources of revenue) among the participating municipalities in the CEC 9-1-1 service claimancy. Such apportionment shall be accomplished by the CEC Board of Directors, and may be accomplished using factors that include fixed costs, relative call volumes, Town populations and/or percentages applied to the prior fiscal year's apportionment. The initial apportionment for the 2015 – 2016 fiscal year is set forth in Attachment B. The proposed apportionment shall be made available to the Town during its opportunity to review the associated proposed Dispatch Center Budget for the same fiscal year, such that the Chief Executive Officer or his designee has the opportunity to review both the overall Dispatch Center Budget and the Town apportioned payment obligation prior to approving or disapproving the proposed Dispatch Center Budget.

Payments under this contract shall be assessed by CEC annually for the succeeding fiscal year (July 1 – June 30). CEC shall submit a quarterly invoice for 25% of the assessed annual payment. Payment is due to CEC

within 30 days net of the date of invoice. No additional or supplemental costs incurred by CEC during the period of performance shall be billable to the Town, unless authorized by the Town. Interest shall run at the rate of one percent (1.00%) per month for any part of the assessment that remains unpaid 20 days after its invoice due date.

CEC Board of Directors shall not bind or enter into any type of agreement for a loan or debt without the prior approval of all member town's legislative bodies consistent with each of those communities legislative practices.

VII. PLACE OF PERFORMANCE

CEC will provide all services from its corporate location, and relevant communications facilities therein.

VIII. PERIOD OF PERFORMANCE

Services provided under this statement of work shall be provided in a base period commencing immediately upon award until 30 June 2020 in accordance with the contract details herein. An option of an extension of the period of performance for an additional five (5) years, on the same terms and conditions, may be exercised with a signed agreement to that effect executed by both parties no later than 30 June 2019.

IX. CONTRACTUAL CLAUSES

MERGER AND INTEGRATION

This Contract and the exhibits attached hereto contain the entire agreement of the parties with respect to the subject matter of this Contract, and supersede all prior negotiations, agreements and understandings with respect thereto. This Contract may only be amended by a written document duly executed by all parties.

TERMINATION FOR CONVENIENCE / NOTICE

This agreement may be terminated for convenience by the Town. The Town shall provide 12 months written notice to CEC prior to exercising a termination for convenience. The Town shall be liable for its payments through the end of the fiscal year in which the notice period ends, plus any termination fees set forth below. During the notice period, CEC will continue to provide 9-1-1 services to the Town as delineated in this contract.

The Town shall be assessed a termination fee equal to the annual loss in the amount of the E911 dispatch subsidy resulting from the Town's termination. In addition, the Town shall be assessed an Assessment Fee for future payments due under any bonds or loans entered into or incurred by CEC during the term of this contract. The Assessment Fee shall be equal to the present value of such future payments multiplied by a ratio, the numerator of which is Town's annual payment obligation to CEC and the denominator of which is all members' annual payment obligation to CEC.

If the Town terminates this agreement during the period in which the State of Connecticut would require the Town of Montville to repay any of the Transition Grant it obtained from the State of Connecticut, the Town shall reimburse the Town of Montville an amount equal to the proportion of the amount of the Transition Grant as the proportion of the Town's annual payment to the other Towns, excepting the Town of Montville.

NON-APPROPRIATION

(a) If all of the following shall occur:

- (i) The Town's governing body fails to appropriate sufficient monies in any fiscal year sufficient to fund the amount apportioned to the Town,
- (ii) Other funds are not available to fund the amount apportioned to the Town, and

- (iii) The Non-Appropriation did not result from any act or failure to act, Then a Non-Appropriation shall be deemed to have occurred.
- (b) If a Non-Appropriation occurs, then:
- (i) The Town must give CEC immediate notice of such Non-Appropriation and provide written notice of such failure by the Town's governing body at least 60 days prior to the end of the then current fiscal year or if Non-Appropriation has not occurred by such date, immediately upon Non-Appropriation,
 - (ii) No later than the last day of the fiscal year for which appropriations were made for CEC 9-1-1 services, such 9-1-1 services shall cease to be provided by CEC, except
 - (iii) If the Town wishes CEC to continue to provide 9-1-1 services after the last fiscal year in which appropriations were made, it shall pay CEC a Continuation Fee for such services on a month-to-month basis. The Continuation Fee shall be equal to one-twelfth (1/12th) of the Town's annual payment obligation to CEC that would otherwise apply but for the non-appropriation.
- (c) Upon any such Non-Appropriation, upon CEC's request, the Town will provide an opinion of independent counsel (who shall be reasonably acceptable to CEC), in form reasonably acceptable to CEC, confirming the Non-Appropriation and providing sufficient proof of such Non-Appropriation.
- (d) Anything to the contrary notwithstanding, this Non-Appropriation clause shall not be construed to eliminate the payment to CEC of the termination fee herein described.

SUCCESSORS

This agreement shall be binding upon the successors and assigns of the parties and may be modified or extended only by a further written amendment executed by the Parties hereto.

STATUTE OF LIMITATIONS

The parties to this Contract agree that any action in relation to an alleged breach of this Agreement shall be commenced within one year of the date of the alleged breach, without regard to the date the breach is discovered. Any action not brought within that one year time period shall be barred, without regard to any other limitations period set forth by law or statute.

TIME OF PERFORMANCE

Time is of the essence for the completion of the work described in this contract. The successful execution of the services contemplated in this Contract relies on vigilant, astute, timely provision of Services as detailed herein (or as modified by mutual consent of the parties). It is anticipated by the parties that all services described herein will be completed in accordance with this contract, and that any substantive delay in the delivery of services or payment for same pursuant to the terms described herein shall constitute a material breach of this contract.

SAVINGS CLAUSE

If any provision of this Contract is held unenforceable, then such provision will be modified to reflect the parties' intention. All remaining provisions of this Contract shall remain in full force and effect.

CHOICE OF LAW/FORUM SELECTION

This Contract and its enforcement shall be governed by the laws of the State of Connecticut. The federal or state courts located in Connecticut shall have exclusive jurisdiction to hear any dispute under this Contract. The parties of this Contract expressly consent to the exercise of personal jurisdiction in the State of Connecticut in connection with any dispute or claim involving either party to the Contract.

SUPERSESSION / MODIFICATION OF PREVIOUS AGREEMENT

This Contract contains the entire understanding of the parties with respect to the matters herein contained and supersedes all previous agreements, contracts, and undertakings with respect thereto.

NON-WAIVER

The failure by one party to this Contract to require performance of any provision shall not affect that party's right to require performance at any time thereafter, nor shall a waiver of any breach or default of this Contract constitute a waiver of any subsequent breach or default or a waiver of the provision itself.

FAILURE TO CONSOLIDATE KX AND MONTVILLE

This contract is predicated on the consolidation of the KX PSAP and Dispatch operations in its Colchester location with the Montville PSAP and Dispatch operations in its Montville location. The Town has entered this contract with the expectation that these operations will be consolidated and operate from the current Montville location. In the event that this consolidation does not occur, the terms and provisions of this contract will be held null and void, except for the obligation to repay the Town of Montville its portion of the Transition Grant that Montville is required to return to the State of Connecticut.

CONSOLIDATION WITH OTHER PSAP AND DISPATCH OPERATIONS

It is expected that CEC will make efforts to expand its operations through the consolidation or merger with other PSAPs or Dispatch Operations, or by the addition of other municipalities.

X. AGREEMENT/SIGNATURE

The parties hereto have caused this Contract to be executed and witnessed in duplicate, as evidenced by their signatures of their duly authorized representatives/officers on this ___ day of _____, (Year).

Town of (Name of Town), CT By: _____
(Town CEO)
(Title)

Colchester Emergency
Communications, Inc. By: _____
Samuel Totedo
President/CEO

On this the ___ day of _____, (Year), before me, the undersigned officer, personally appeared SAMUEL TOTEDO, who executed the foregoing instrument and acknowledged it to be his free act and deed, before me.

In Witness Whereof, I hereunto set my hand and official seal.

Notary Public
My Commission Expires:

Town of (Name of Town), CT

Contract for Services:
Emergency Communications
Center And '911' Telephone
Services

Commission of the Superior Court

On this the ____ day of _____, (Year), before me, the undersigned officer, personally appeared (Town CEO), (Title), who executed the foregoing instrument and acknowledged it to be his free act and deed, before me.

In Witness Whereof, I hereunto set my hand and official seal.

Notary Public
My Commission Expires:
Commission of the Superior Court

Attachment A

The following is a list of equipment owned by the Town and which is not conveyed to CEC as a result of this contract. The Town and not CEC shall be responsible for the maintenance and replacement, if necessary, of such equipment. The Town at its expense shall insure against property damage and personal injury resulting from the use of such equipment in the minimum amount of \$2 million naming CEC, its agents and employees as additional insureds and shall provide CEC with a certificate of such insurance upon request.

Listing of Equipment:

Attachment B

The following schedule of appropriations for the 2015-2016 fiscal year has been agreed upon by the CEOs of the Towns:

TOWN/HOSPITAL	CAPITAL PORTION	OPERATING PORTION	TOTAL AMOUNT
Bozrah	2,128	35,154	37,282
Colchester	13,017	95,715	108,732
East Haddam	7,394	61,832	69,226
East Hampton	10,515	124,945	135,461
Haddam Neck	485	12,742	13,227
Lebanon	5,918	52,302	58,220
Marlborough	5,182	49,708	54,889
Salem	3,359	41,716	45,076
Montville		290,288	290,288
Middlesex Hospital		90,000	90,000
TOTAL - Towns/MMH	48,000	854,401	902,401

- Estimated future Town apportionments were based upon budget estimates at the time of execution of this contract.
- It was estimated that the Capital Portion would remain at \$48,000, apportioned based on population across the KX Towns.
- Montville will maintain its Capital Funding within its own Town Budget separate from the CEC budget.
- It was estimated that the Operating Portion would increase each fiscal year by 4.5%.
- However, these estimates amounts are not to be construed or used as actual annual apportionments for the future years since there may be several factors that could require the estimates to need adjustment.
- An Operating Budget will be presented each year by CEC with the resulting Town apportionments reviewed by the Town CEOs in accordance with Section VI of this contract.

Purpose

The purpose of this study is to gather data on general fund fines and fees and evaluate those fines and fees as they relate to the departments operating costs and make recommendations for possible adjustments.

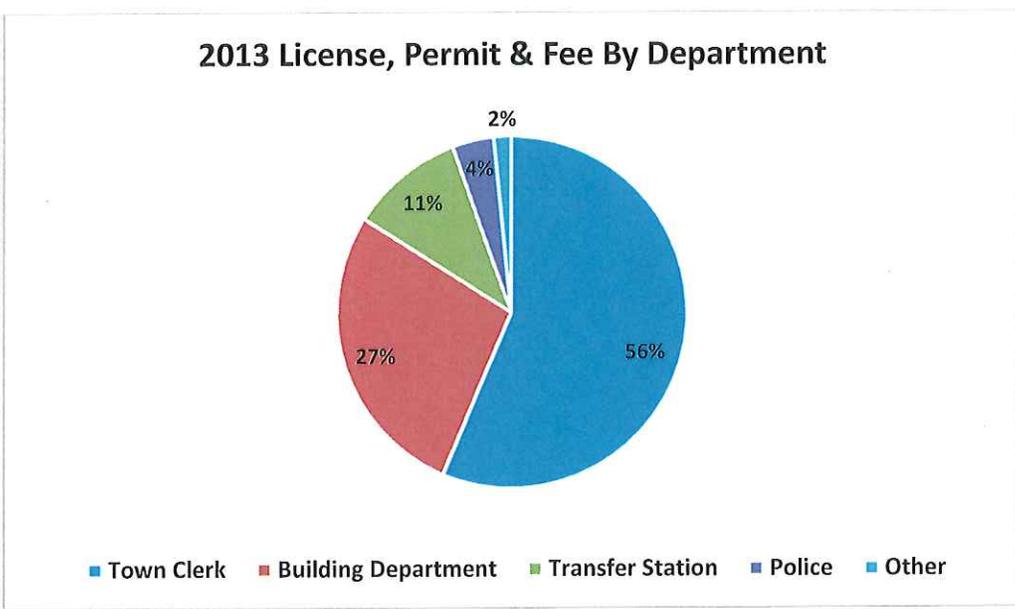
Limitations:

This study is intended to provide information to Town officials on license, permit and fee revenue in the Town of East Hampton. The Finance Department gathered and requested information from department heads and other municipalities. Response rates from other municipalities regarding the various types of fees were uneven. The scope of the study was limited to the departments that the Town exercised local control over the setting of fees. As an example, the Town Clerks department collects various fees that are primarily established by State statute so the survey yields little comparative value. During our data gathering we began to develop a list of fees charged (Exhibit C). The list is not all inclusive and will be continually updated.

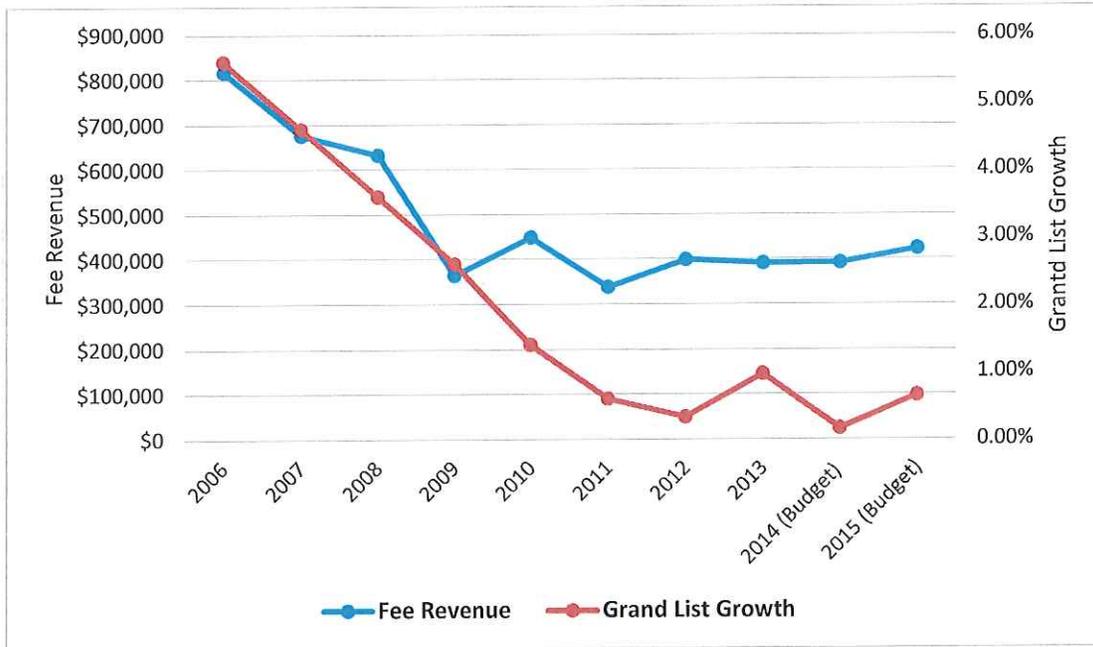
Our efforts were focused in three areas:

- Public Works Transfer Station
- Building, Planning & Zoning
- Fire Marshal

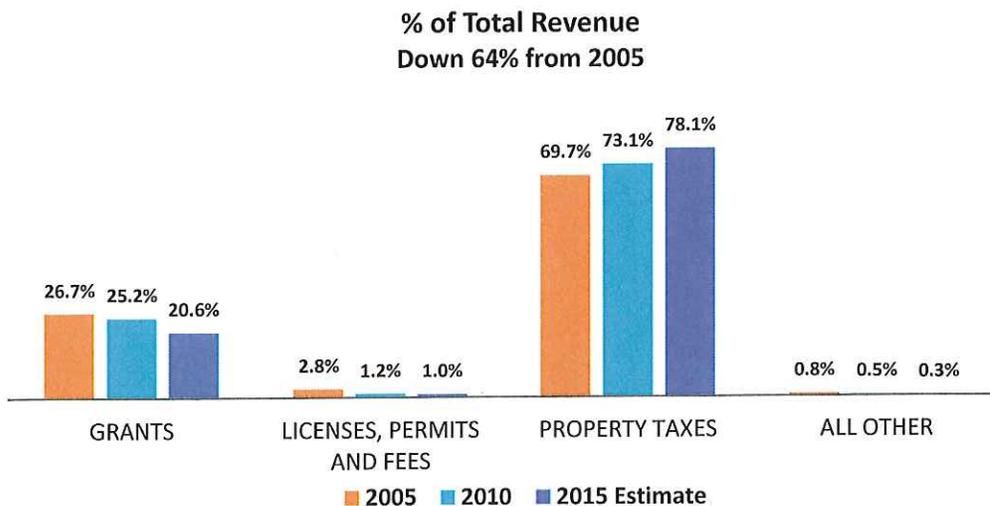
Also of note, some municipalities generate small amounts of revenue by collecting notary fees, whereas East Granby requests a donation to a food pantry.



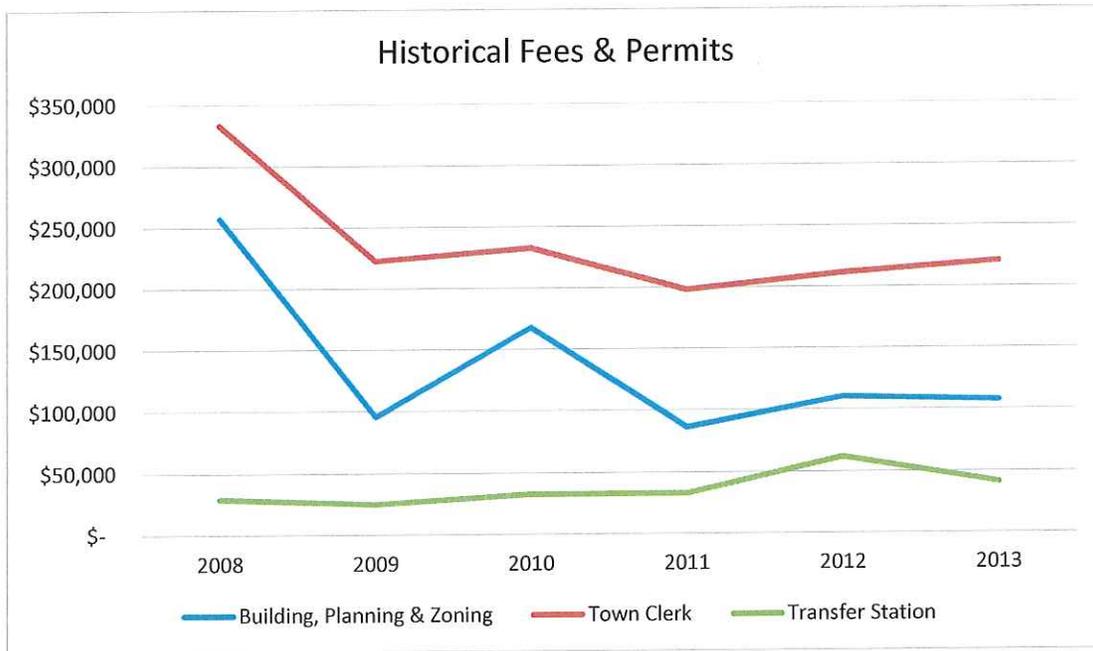
A majority of fee revenue in the Town Clerks and Building Departments offices is directly related to grand list growth/development in the Town. Timing differences between building permit dates and final occupancy date will result in fee revenue being collected prior to inclusion on the grand list. The charts below better show this relationship.



Fee revenue now represents 1% of total general fund revenue. This is a result of the decline in grand list growth.



The chart below shows the Town Clerk’s office collects the majority of fee revenue in Town. As mentioned earlier, most of the Clerk’s revenue is governed by state statute.

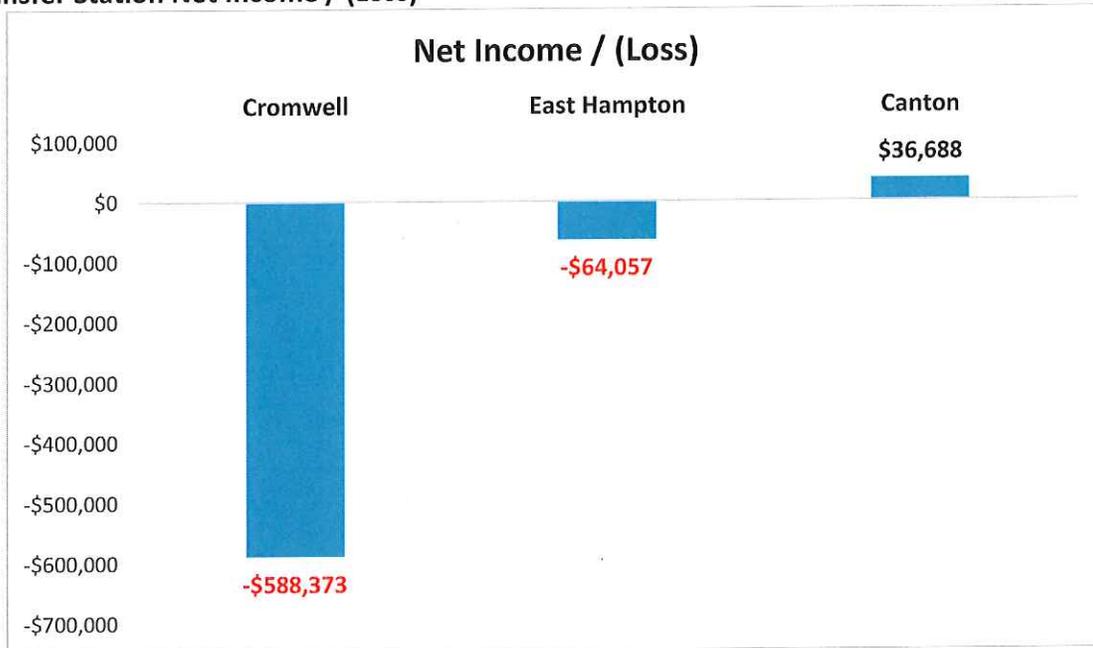


TRANSFER STATION

Due to the various types of transfer station facilities, the services offered and hours of operations fee charges varied widely and offered little comparative value. Transfer station permit fees ranged from no charge (Cromwell) to a high of \$150 (Canton). The Town of Cromwell provides residents with the ability to drop off 12 items during the year with little or no additional fees for disposed of items. The Town of Canton offers free recycling included with their permit fee.

According to audits for both Towns. The Town of Cromwell spent \$612,983 operating its transfer station while only collecting \$24,610 in revenue. The Town of Canton spent \$210,190 while collecting \$246,878 in revenue. East Hampton, in comparison, spent \$105,323 and had revenue of \$41,266. Household hazardous waste day expenses and the CRRA recycling rebate have been excluded from East Hampton’s numbers.

Transfer Station Net Income / (Loss)



The Town of Cromwell is heavily subsidizing its transfer station operations while Canton generates income. East Hampton is operating at a slight loss and requires some taxpayer subsidy. Below is a summary of revenues, expenditures, and net loss for the last six years.

	2013	2012	2011	2010	2009	2008
Total Revenue	\$ 41,266	\$ 61,668	\$ 32,587	\$ 32,551	\$ 24,846	\$ 29,097
Total Expenditures	\$ 105,323	\$ 117,771	\$ 138,079	\$ 145,855	\$ 166,246	\$ 161,820
Net Loss	\$ (64,057)	\$ (56,103)	\$ (105,492)	\$ (113,304)	\$ (141,400)	\$ (132,723)

Waste removal fees differed in both types and amounts across municipalities (see exhibit A). Additionally, the types of waste each facility can accept varies greatly and impacts total fee revenue. The two most commonly charged fees, for bulky waste disposal and commercial hauler permits, ranged substantially. In some towns, bulky waste disposal appeared to be important revenue generators.

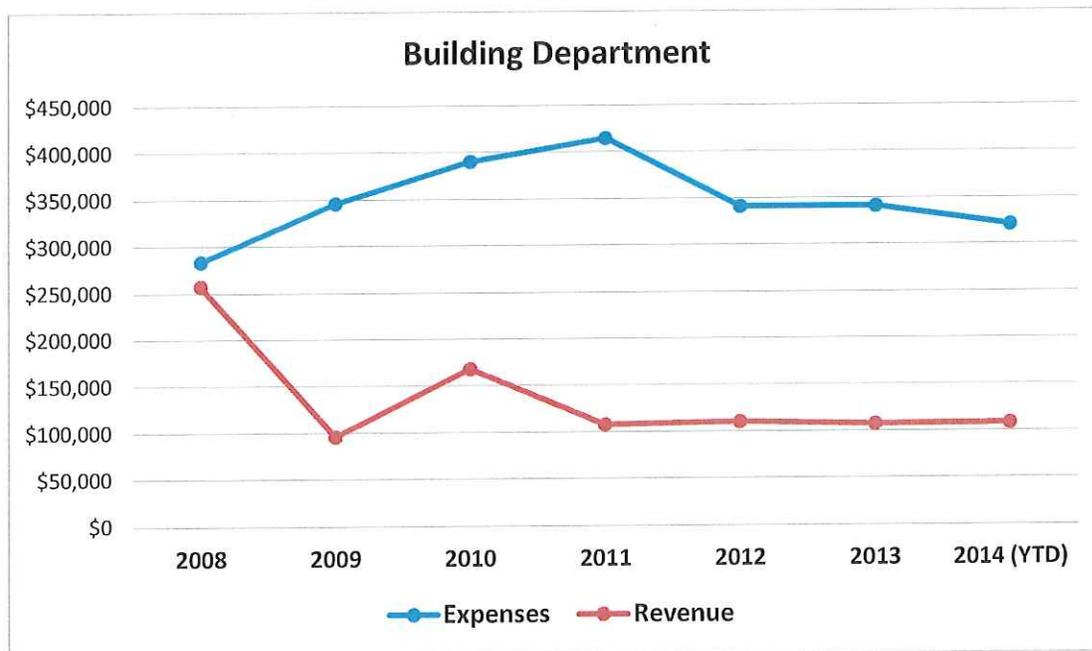
Revenue from the sale of dump stickers increase 240% from 2011 to 2012 and represents between 10-15% of total revenue. The increase was driven as a result of requiring dump stickers to be issued annually. The \$10 fee does appear to be low in comparison to the other towns and if increased to \$20 will generate approximately \$6,500 annually. The Town also charges \$5 per load of scrap metal and most other communities do not charge for scrap metal

which is sold. I would recommend that the Town allow residents to drop off scrap metal free of charge and that a dump sticker not be needed in order to do so.

Building, Planning and Development:

From map copies to site plan approvals, the Building Department imposes a host of fees (See Exhibit B.1 & B.2). The survey once again showed planning and zoning fees vary widely between municipalities. For example, fees for regulation or map changes ranged from as low as \$150 to as high as \$500. Even the basis for fees on site plan approval differed among communities, with some charging a minimum plus per unit fee, others charging per square feet, while still others impose a straight fee. Building and electrical/plumbing/HVAC permit fees ranged from a low of \$10 to a high of \$30 per \$1,000 construction, whereas demolition permit fees ranged from a flat 5\$ to \$15 per \$1,000 of assessed value not to exceed \$150.

As you can see from the chart below, the fees collected in the Building Department do not cover total expenses. With the exception of 2008 fee revenue represents approximately 32% of total expenses for the department.



In reviewing the fees it was noted that the demolition permit fee of \$5 was significantly lower than the survey towns. A graduated fee arrangement based on assessed value similar to Coventry is recommended.

Fire Marshal

Currently, the Fire Marshal only collects fees for blasting permits.

The Fire Marshal is required by state law to conduct annual inspections of a variety of businesses and further required to review plans and structures associated with most construction activities within the Town. The cost of reviewing plans and inspecting businesses is significant and is not reimbursed by the state.

The Fire Marshal is proposing the following fee structure that will require fees for the cost of reviewing plans, issuing permits and inspecting businesses. Per the Connecticut Fire Prevention Code Sec. 29-291a-7 Inspections, Plan Submittals paragraph (d) the municipality or fire district may, by ordinance, establish a fee for construction document review. The Fire Marshal estimates that the fee structure below will generate an additional \$8,500 annually.

Table 1 Plan Review Field Inspection Fees

Estimated Construction Cost (From Building Permit Application):	Fee Formula:
\$1 to \$500	\$15.00
\$501 to \$2,000	\$15.00 for the first \$500 plus \$0.25 for each additional \$100 or fraction thereof up to and including \$2,000
\$2,001 to \$25,000	\$18.00 for the first \$2,000 plus \$0.50 for each additional \$1,000 or fraction thereof up to and including \$25,000
\$25,001 to \$50,000	\$25.00 for the first \$25,000 plus \$0.75 for each additional \$1,000 or fraction thereof up to and including \$50,000
\$50,001 to \$100,000	\$50.00 for the first \$50,000 plus \$0.50 for each additional \$1,000 or fraction thereof up to and including \$100,000
\$100,001 to \$500,000	\$80.00 for the first \$100,000 plus \$0.40 for each additional \$1,000 or fraction thereof up to and including \$500,000
\$500,001 to \$1,000,000	\$275.00 for the first \$500,000 plus \$0.35 for each additional \$1,000
\$1,000,001 & up	\$500.00 for the first \$1,000,000 plus \$0.25 for each additional \$1,000 or fraction thereof
Manufactured Structures Set-Up Fee	\$15.00 per section, with a minimum fee of \$25.00 per permit

Table 2 Inspection Fees

Type of Inspection	Inspection Fee
Annual inspection of assembly occupancies	\$50.00
Annual inspection of educational occupancies and preschools, per building	\$50.00
Annual inspection of institutional and healthcare occupancies:	
I-1 Houses more than 16 persons, on a 24 hour basis, who because of age, mental disability or other reasons, live in a supervised residential environment that provides personal care services. The occupants are capable of responding to an emergency situation without physical assistance from staff.	\$100.00
I-2 Medical, surgical, psychiatric, nursing or custodial care on a 24 hour basis of more than five persons who are not capable of self-preservation.	\$50.00
I-3 Is inhabited by more than five persons who are under restraint or security and is occupied by persons who are generally incapable of self-preservation due to security measures not under the occupant's control.	\$50.00
I-4 Daycare 7-12 occupants	\$25.00
I-4 Daycare more than 12 occupants	\$50.00
Annual inspection of lodging and rooming house occupancies:	
Small facility, fewer than 6 residents	\$25.00
Large facility, 6 or more residents, but not greater than 16 residents	\$50.00
Annual inspection of hotel and dormitory occupancies	\$100.00
Annual inspection of residential buildings occupied by three or more families.	\$25.00 per apartment
Annual inspection of common areas only per building	\$25.00
Annual inspection of mercantile, business, storage, industrial/factory/manufacturing, and miscellaneous use establishments:	
Less than 12,000 SF	\$25.00
12,000 SF to 30,000 SF	\$50.00
More than 30,000 SF	\$100.00

Table 2 Inspection Fees (Continued)

Mixed/multiple use occupancies:	
By occupancy in accordance with above fees, each apartment is	\$25.00
High-hazard use fee Charged in addition to the occupancy inspection fee for qualifying properties.	\$50.00
Re-inspections:	
First re-inspection	No Charge
Second re-inspection	\$50.00
Three or more re-inspections	\$100.00 per inspection

Table 3 Permit Fees

Occupancy Permit Type	Permit Fee
Automobile Wrecking Yards	
Permit to operate automobile wrecking yards	\$50.00
Blasting Permits as regulated by the Connecticut General Statutes	
Blasting permit per C.G.S. (Currently the only fee collected)	\$35.00
Carnival permits This section applies to permits issued by the Office of the Fire Marshal in connection with the operation of carnival or amusement events as required under the State Fire Safety Code. The party sponsoring any such event shall schedule an inspection with the Office of the Fire Marshal and submit a plot plan showing the location of all tents, structures, rides, booths, concessions, and amusements not less than 30 days prior to the scheduled event. The carnival permit fee includes one inspection of the event prior to its commencement.	
Carnival permit	\$25.00

Table 3 Permit Fees (Continued)

Cutting and Welding Operation	
For operations within a jurisdiction	\$ 30.00 – Single Use \$ 60.00 – Multi- Use
Dry-cleaning establishment permits.	
This section applies to permits issued by the Office of the Fire Marshal in connection with dry-cleaning establishments as required under the State Fire Safety Code.	
Annual dry-cleaning establishment permit	\$50.00
Exhibit and Trade Shows	
For operation of all exhibits and trade shows held within a jurisdiction	\$200.00
Explosive magazine storage	
Explosive magazine storage permit	\$50.00
Flame Effects	
Use of flame effects before an audience	\$200.00 per event
Fireworks	
For the sale, on-site handling, manufacture, and storage of consumer fireworks	\$100.00
Fireworks or special effects permit	\$50.00
Fire Alarm Permits	
Commercial fire alarm permit	\$50.00
Residential fire alarm permit for premises designed, built, or altered for occupancy by three or more families	\$25.00
Hazardous material storage tank permits.	
This section applies to permits issued by the Office of the Fire Marshal in connection with hazardous material storage tanks as required under the State Fire Safety Code, including storage tanks containing petroleum products, liquefied petroleum gas, or liquefied natural gas.	

Table 3 Permit Fees (Continued)

Occupancy Permit Type	Permit Fee
Commercial hazardous materials storage tank removal permits	\$50.00
Residential hazardous materials storage tank removal permits	No Fee
Commercial or residential hazardous materials storage tank abandonment permits	
Commercial	\$50.00
Residential	No Fee
Commercial or residential hazardous materials storage tank temporary out-of-service permits	
Commercial	\$50.00
Residential	No Fee
High-Piled Combustible Storage To use any building or portion thereof as a high-piled storage area exceeding 500 square feet	\$ 250.00 per year
Hot Work Operations	\$ 30.00 – Single Use \$ 60.00 – Multi- Use
Liquor permits This section applies to permits issued by the Office of the Fire Marshal as required under the State Fire Safety Code or Connecticut General Statutes in connection with the issuance of any liquor license.	
Annual liquor permit	\$100.00
Lumberyards and Woodworking Plants	
For storage of lumber exceeding 100,000 board ft.	\$250.00
Membrane Structures	
Membrane Structures, Tents, and Canopies — Permanent	\$ 100.00 per Structure
Membrane Structures, Tents, and Canopies — Temporary	\$ 50.00 – Single Use 100.00 – Multi- Use

Table 3 Permit Fees (Continued)

Open Burn Permits as regulated by Connecticut DEEP	
Open Burn Permit	\$10.00
Organic Coatings	
For operation and maintenance of a facility that manufactures organic coatings	\$ 150.00
Portable shelter permits.	
This section applies to permits issued by the Office of the Fire Marshal in connection with tents, air supported plastic or fabric structures, or other portable shelters having a capacity sufficient to shelter 100 or more persons or covering a ground area in excess of 1,200 square feet on other than the grounds of one- and two-family dwellings.	
Portable Shelter Permit	\$25.00
Propane Filling Station	
Where cylinder refilling takes place	\$50.00
Propane Exchange Station	\$25.00
Where cylinder Exchanging takes place	
Propane Tank Use at Events	\$20.00
Pyrotechnics Before a Proximate Audience for the display and use of pyrotechnic materials before a proximate audience	\$ 150.00 per Event
Repair Garages and Service Stations	
Permit to operate a repair garage and service stations	\$50.00
Tar Kettles	
For placement of a tar kettle, placement shall be obtained prior to the placement of a tar kettle	\$ 30.00 – Single Use \$ 60.00 – Multi- Use
Tire Storage	
To use an open area or portion thereof to store tires in excess of 1000 ft ³	\$ 150.00

Table 3 Permit Fees (Continued)

Torch-Applied Roofing Operation	
For the use of a torch for application of roofing materials	\$ 30.00 – Single Use \$ 60.00 – Multi- Use
Vendor permits	
This section applies to permits issued by the Office of the Fire Marshal in connection with carts, vehicles, or equipment used by vendors as required under the State Fire Safety Code.	
Annual vendor permit	\$10.00
Wood Products	
To store chips, hogged material, lumber, or plywood in excess of 200 ft ³	\$ 150.00
Re-inspections:	
First re-inspection	No Charge
Second re-inspection	\$50.00
Three or more re-inspections	\$100.00 per inspection

Public Works Department

Although not a primary focus of our research it was noted that driveway permit fees ranged widely. East Hampton charges a \$5 permit fee while Canton does not charge and West Hartford charges a \$50 annual license fee to licensed contractors and \$50 per address. We recommend that the Town increase the driveway permit fee to \$50. This increase will help offset the costs associated with the Public Works Directors responsibilities associated with assuring that driveways appropriately connect to the Town’s Right of Way and do not encroach on neighboring properties.

Conclusion

As you can see from the study no two Towns are alike in their fee structure. This presented challenges in making comparisons between Towns but did highlight the uniqueness amongst us. The rationale behind charging fees is the “benefits principle” which is the idea that he who benefits should pay. From a simple fiscal point of view, the cost of services we provide goes up each year and the fees do not. This by its very nature is a non-growing revenue source.

A summary of changes is below:

- Allow residents to drop scrap metal at the transfer station free of charge and without a dump sticker
- Increase demolition permit from \$5 to \$15 per \$1,000 of assessed value of structure. \$15 minimum \$150 maximum
- The Fire Marshal is proposing a fee structure that will require fees for the cost of reviewing plans, issuing permits and inspecting businesses.

The biggest question for user fees is whether you want that service fully funded by the user. There is fairness built into it and user fees are usually flat fees that are not tied to the socio-economics of users. However, charging too much may result in the users avoiding or bypassing the service altogether. This can happen and does happen with paying for building permits and dumping trash at the transfer station. This avoidance may have the effect of costing the Town money down the road to remedy a building issue or remove a mattress from the side of the road. That's a question that needs to be raised when expanding or attaching a fee.

Source of Data:

Capital Region Council of Governments 2006 study.
Town of East Hampton Department Heads
Various municipal websites and audited financial reports
Telephone interviews with various municipal departments

East Hampton

Exhibit A

East Hampton	
Hours of Operation	Sat 7:30am - 3:00pm
Permit information/details	Fees
Each - transfer station stickers	\$10
Garbage/Trash	NOT ALLOWED
E-Waste	
Recycling	
Corrugated cardboard, newspapers, glass bottles, recyclable plastics	NOT ALLOWED
Propane tanks without valves	\$5 each
Scrap metal	\$5 per load
Waste motor oil (in 1 gallon plastic containers, secured tops - max 4 gallons per visit)	no charge
Antifreeze	NOT ALLOWED
Bulky Waste	
Junk Motor vehicles, radioactive materials, chemical storage drums	NOT ALLOWED
Drums accepted; tops removed (clean - no chemicals or residue)	
Batteries must not be broken or leaking	
Scrap Construction materials	NOT ALLOWED
Contractor/construction/demolition materials (homeowners to hire private hauler)	NOT ALLOWED
	Fees
For "regular" bulky waste	
Car	\$5 per load
Pick-up short bed, mini-van	\$20 per load
Pick-up long bed, van	\$30 per load
Dump Truck - all sizes	\$80 per load
Trailer	\$30 per load
Other Bulky waste as specified	
- Appliances containing CFC, HCFC, Freon not accepted without proof of evacuation -	
each item - Refrigerators, Stoves, Washers, Dryers	\$15
each item - AC and all other appliances	\$10
each item - Stuffed Chairs	\$5
each item - Couches, Mattresses or Box Springs (regardless of size)	\$30
Tires - up to 19" in Diameter	\$5
Tires - 20" and over	\$10
Leaves (out of plastic bags)	
car, pick-up, trailer, van, dump truck	no charge
Brush (no stumps, dirt or grass clippings; Limbs not to exceed 4"L, nor 4"D)	
Car	\$5 per load
Pick-up short bed, mini-van	\$10 per load
Pick-up long bed, van	\$20 per load
Dump Truck - all sizes	\$30 per load
Trailer	\$20 per load
Metal Recycling	Market Price
Other Notes	
Waste Haulers Licensing Fees - 1st truck	\$35
Waste Haulers Licensing Fees - each additional truck	\$15

Canton	
Hours of Operation	Tues-Sat 7am - 3:30pm
Permit information/details	Fees
Per household - unlimited trips annually - must present vehicle registration	\$150
Add'l stickers for other vehicles same person/address	\$1
After April 1st - new residents, residents who suspended private curb-side pick-up	Pro-rated
Single trip - must present proof of residency	\$10
E-Waste	no charge-proof of residency
Recycling	
Single Stream Recycling	free with permit
Household Refuse	free with permit
20 lb. propane tanks (from gas grills)	free with permit
Scrap metal (aluminum, copper, brass, lead, electrical wires, cast iron & heavier steel)	free with permit
Waste motor oil, anti-freezes	free with permit
White goods without Freon	free with permit
Bulky Waste	
Permit or pass plus additional fee based on size of load or specific item fee Tokens, purchased in \$5 increments as proof of payments and turned into attendant Tokens can be purchased in any quantity, do not expire and are non-refundable Fee charged for each drop-off	
	Fees
For "regular" bulky waste	
Car	\$10
1/2 load - Station Wagon/Mini Van/Truck/SUV/Trailer	\$15
Full load - Station Wagon/Mini Van/Truck/SUV/Trailer	\$30
1/2 load - Dump Truck	\$50
Full load - Dump Truck	\$100
Other Bulky waste as specified	
each item - White goods <i>with FREON</i>	\$25
each item - Mattresses or Box Springs (regardless of size)	\$30
each item - Regular tires	\$5
each item - Truck tires	\$15
Brush, limbs & leaves	
Car/Minivan	\$5
Pick-up and/or 8-ft trailer	\$10
Dump truck and/or trailer greater than 8-ft	\$20
Other notes	
<ul style="list-style-type: none"> - Only trash generated at residences or from locations owned by the Town may be brought to and deposited at the Transfer station - Businesses are not permitted to use Transfer Station and must make arrangements to have trash disposed of at the CRRA Mid-Connecticut Project in Hartford by collectors licensed by the Town - Permanent dumpster for trash on site of business/institution, reviewed by Zoning Enforcement officer for conformance with zoning regulations - Residents will be able to purchase at the same rate as bulky waste disposal (based on size of vehicle) a special permit to be provided to a contractor hired to dispose of such material. Resident must certify that the material came from their residence and the permit will grant Transfer Station entry to the contractor on behalf of the homeowner. Only the material designated by the homeowner will be able to be disposed of by the contractor 	

Coventry	
Hours of Operation	Thurs.10a-4p (Dec-Mar) or Noon-6p (Apr-Nov) Sat 9a-3p
Permit information/details	Fees
Transfer Station	No cost
Coventry Resourse Recovery Authority-Town wide trash pickup by All American Waste Weekly p/u trash tipper, biweekly recycling tipper, monthly furniture p/u of 3 items	35g tipper \$170/yr; 65g tipper \$200/yr; 95g tipper \$250/yr-trash Fee billed and payable to town
E-Waste	no charge
Recycling at Transfer Station	
Clean, flat corrugated cardboard	no cost
Battery/Bulb	not accepted
Paint	not accepted
Propane Tanks (from gas grills) to be recycled	no cost
Scrap metal	no cost
Motor oil. Antifreeze	Not accepted
Antifreeze - taken by appointment	No cost
Bulky Waste	
Car Batteries	Not Accepted
Construction/demolition materials - weighed on scale	\$10 minimum - 1st 250 lbs.; \$.30 for each 5 lbs. thereafter
each item - Appliances <i>without FREON</i>	No cost
each item - Appliances <i>with FREON</i>	\$10
Furniture	Not accepted
each item - Regular tires	\$5
each item - Truck tires	\$5
Leaves for composting	no cost
Land clearing debris; stumps & brush	\$10 minimum - 1st 250 lbs.; \$.30 for each 5 lbs. thereafter
Grass Clippings	NOT ACCEPTED
Other Notes	
Waste Haulers Licensing Fees	\$200/2 years
<p>- small repair/remodeling contractors doing work for Coventry residents may be allowed limited use to dispose of materials incidental to their work within limits of the Town of Coventry. Proof of residency and building permits, as applicable, will be checked as part of normal operations to insure facility remains residential in nature.</p> <p>Household Chemical Waste Drop-off facility open May-Oct 1st & 3rd Saturday 9-2 Sponsored by Mid Northeast Recycling Operating Committee Residential limits of 10g liquids and 100lbs dry materials Members include Andover, Ashford, Bolton, Chaplin, Columbia, Coventry, Eastford, Ellington, Mansfield, Tolland, Union, Willington and Windham Residential limits of 10g liquids and 100lbs dry materials - NO charge need proof of residency in member towns Small business in member town - must qualify as "conditionally exempt small quantity generator", make an appointment, pay fee for service</p>	

Cromwell

Exhibit A

Cromwell	
Hours of Operation	Tues./Thurs./Sat. 8am-3pm
Permit information/details	Fees
One Per household-must match address on driver's license	none
Use of Punch Card - 12 punches for Bulk, Freon Appliances and 12 punches for Brush	
Lost pass - replacement fee	\$25
One Day Pass - assistance to residents for transporting materials from residence to transfer station	none
Household Trash - each resident responsible to hire private trash hauler	NOT ACCEPTED
E-Waste	no charge
Recycling	
Corrugated cardboard, newspapers, glass food containers, plastic containers (#1-7), metal food containers, phone books/magazines	accepted - no charge
Bulb Recycling	free
Propane Tanks - limit of 2 20lb or smaller per day	accepted - no charge
Scrap Metal	accepted - no charge
Waste Oil - not from machines - max 5 gallons per day	accepted - no charge
Anti-Freeze - max 5 gallons per day	accepted - no charge
Bulky Waste	
Batteries	accepted with pass - no charge
Construction/demolition debris - 8' length max, roofing & siding - 1 square per day Total load is limited to 3 cubic yds. per day	accepted with pass - no charge
Appliances - with FREON	accepted with pass - no charge
Household Furniture/non metal fixtures	accepted with pass - no charge
Mattresses, box springs (limit 6 units per day)	punch for each item-pass required
Tires - off rim only	accepted with pass - no charge
Leaves - unbagged	accepted - no charge
Brush (no stumps, max length 8')	accepted with pass - no charge
Clean Fill - concrete, bricks, asphalt - 3 cubic yards max per day	accepted with pass - no charge
Clean Wood - non-painted, non-stained, not treated	accepted with pass - no charge
Other Notes	
Waste Haulers Licensing Fees	none

Granby	
Hours of Operation	Sat 8am - 4pm
Permit information/details	Fees
Curbside pickup through PAINÉ, INC - trash, recyclable goods residents not billed for trash/recyclable pickup-paid by "taxes"	\$2 for additional trash bags
Transfer Station	no fee
Household Trash - at transfer station	NOT ACCEPTED
E-Waste	no charge
Recycling	
Corrugated cardboard, newspapers, glass bottles, recyclable plastics	no charge
Propane Tanks	\$5
Scrap Metal	up to \$25
Waste Oil - dropped off at PW Garage - PW burns oil to heat garage	no cost
Antifreeze - dropped off at PW Garage	no cost
Bulky Waste	
Car batteries - dropped off at PW Garage	
Scrap Construction materials- with approval of DPW Construction/demolition debris - must hire private hauler	not accepted
passenger cars	\$5
vans, wagons, suvs	\$10
pickups, single-axle trailers	up to \$30
Larger Loads	up to \$60
Bulky Waste pickup - made through Paine, Inc at residence at residents cost	
each item - Appliances <i>with FREON</i>	\$25
Mattresses & Box Springs	\$10
Tires	not accepted
Leaves for Composting	no charge
Brush - clean up to 6" round, max length 6' - no stumps	up to \$25
Other Notes	
Waste Haulers Licensing fees: In accordance with the rules and regulations of the Dept of Public Works the following fee must accompany each license and registration application:	
Licensing of the Collector / Business:	\$50
Registration of each Recycling Vehicle:	\$10
Registration of each vehicle with a capacity of less than ten (10) cubic yards:	\$50
Registration of each vehicle with a capacity of more than ten (10) cubic yards:	\$100

Portland	
Hours of Operation	Tues-Sat 730am - 330pm
Permit information/details	Fees
Per household - unlimited trips annually - must present vehicle registration Bags - purchased separately	\$20 plus cost of bags \$1 small, \$4 med. \$5 large
E-Waste	no charge
Recycling Single Stream recycling	free with permit
propane tanks	\$10
Scrap metal (aluminum, copper, brass, lead, electrical wires, cast iron & heavier steel)	
Waste motor oil, anti-freezes	\$1.25/gal antifreeze
Bulky Waste	
Car Batteries	no charge
Construction/demolition debris if out of town contractor - need letter from resident or resident needs to come with contractor to transfer station	\$120/ton
Bulky Waste - weighed on scale	\$120/ton
each item - Appliances <i>with FREON</i>	\$15
each item - Regular tires	\$5
each item - Truck tires	\$15
Leaves, Grass and Rakings - no Stumps - biodegradable bags only	
Brush - no larger than 4"D	
Other Notes	
Waste Haulers Licensing Fees	none

Windsor Locks

Exhibit A

Hours of Operation	M-F 7a-3p; S 8a-Noon
Permit information/details	Fees
Curbside pickup through PAINE, INC - trash, recyclable goods, bulky residents not billed for pickup-paid by "taxes"	no charge
E-Waste	drop at DPW - no charge
Recycling	
Bulk Cardboard - drop off at DPW	drop at DPW - no charge
Propane Tanks	NOT ACCEPTED
Scrap Metal	Curbside p/u thru Paine-no charge
Waste Oil	drop at DPW - no charge
Bulky Waste	
Car Batteries - drop off at DPW	
Scrap Construction materials- arrangements to be made thru Paine	NOT ACCEPTED
Construction/demolition debris - arrangements can be made thru Paine	NOT ACCEPTED
Bulky Waste pickup - made through Paine, Inc at residence- no charge	
each item - Appliances <i>with FREON</i>	Curbside p/u - \$21
Mattresses and Box Springs - per item	Curbside p/u - \$10
Yard waste - must be in brown lawn/leaf bags	Curbside P/u thru Paine's
Twigs/branches 3ft or larger in diameter, bundled (no soil, rocks, tree stumps or branches over 1/2" D	Curbside P/u thru Paine's
Other Notes	
Waste Haulers Licensing Fees	\$300

Building, Planning & Zoning	
East Hampton	
Fee	Reason
Subdivision Ap & Conservative Subdivision	
\$ 60.00	Each application requires an additional \$30 fee to be submitted to the State (effective 7/04)
\$ 500.00	Plus the sum of \$150/lot
	1-5 lots:
	\$150/lot Plus a developer's fee of 3% of the bond filed for subdivisions requiring public improvements, to be paid at the time bonds are filed with the Town and prior to any construction
Site Plan Review	
\$ 150.00	Residential/Commercial
Commercial Industrial Designed Development	
Calculated by total SF of impervious surface	
New Construction	
\$ 150.00	Less than 3,000 SF
\$ 250.00	3,001-5,000 SF
\$ 600.00	5,001-10,000 SF
\$ 1,100.00	10,001-15,000 SF
\$ 500.00	For every additional 5,000 SF
Special Permit	
\$ 150.00	Special Permit
Commercial, Industrial Designed Development:	
Calculated by total SF of impervious surface	
New Construction	
\$ 150.00	Less than 3,000 SF
\$ 300.00	3,001-5,000 SF
\$ 600.00	5,001-10,000 SF
\$ 1,100.00	10,001-15,000 SF
\$ 500.00	For every additional 5,000 SF
For special permits involving Commercial Properties fees increase by \$50	
Site Plan Modification	
\$ 50.00	Minor Amendment
\$ 100.00	Major Amendment
\$ 300.00	Zoning or Subdivision Regulation Text Change
\$ 500.00	Change in Zoning Map
\$ 75.00	Lake Pocotopaug Protection Area
\$ 1,000.00	Application for Active Adult Etc
	Number of unit's Plus the sum of \$100/unit
Residential	
\$ 25.00	Building Permit - 1st \$1,000 (value of construction); \$12.50=each additional \$1000 or part thereof
\$ 25.00	Plumbing Permit - same as above
\$ 25.00	Mechanical Permit - same as above
\$ 50.00	Zoning Permits - New Home

BUILDING FEES															
	Building Permit*	Certificate of Occupancy	Driveway Permit	Driveway Permit Bond	Oil Tank Removal	Demolition Permit*	Sign(s) Permit*	Wood Stove Permit*	Electrical, Plumbing, HVAC Permit*	Blighted Building Violation	Reinspection Fines	Photocopies	ZBA Applications	Zoning Regs	Zone Maps
East Hampton	\$25+	\$0	\$5	\$500	\$25+	\$5	\$25+	\$25+	\$25+	\$100/day after hearing	\$0	\$0.50	\$160	\$10	\$4.75
Coventry	\$15		\$0			\$15			\$30						
Cromwell	\$10	\$20				\$10			\$10						
Portland	\$15								\$15						
Andover	\$10		\$25	\$500		\$10		\$10	\$10			\$0.50 - \$0.75	\$140	\$15	
Avon	\$13								\$13						
Canton	\$35	\$30	\$0	\$1,000		\$14	\$25 per 1000.sq ft		\$14			\$2	\$130	\$12	\$2
East Granby	\$14					\$14	\$14	\$14	\$14			\$0.50	\$100	\$10	\$10
East Hartford	\$15	\$10				\$4							\$120 res., \$205 comm.	\$18	\$1
Ellington	\$12					\$12	\$12	\$12	\$12						
Enfield	\$10	\$10				\$10	\$10	\$10	\$10						
Farmington	\$14	\$10				\$14	\$14	\$14	\$14	\$100					
Glastonbury	\$17	\$25				\$10	\$17.16	\$10	\$17.16			\$0.50	\$155	\$10	\$5
Hebron	\$12	\$10	\$25	\$500	\$12 per \$1000	\$8	\$25	\$10	\$12			\$0.50 - \$1	\$100	\$15	\$15
Manchester													\$95	\$20	\$5 b/w, \$25 color, \$2
Marlborough	\$10	\$5	\$25	\$500	\$15	\$15	\$2	\$15	\$10			\$0.50	\$50	\$6.5	\$2
Newington	\$15	\$25				\$15	\$15	\$15	\$15			varies	\$75		
Rocky Hill		\$30			\$50 res., \$50 comm.		\$30/\$50	\$16.16	\$16.16			\$0.50			
Somers	2%			\$500		2%	\$2/sq ft	2%	2%			\$0.25 - \$5	\$165	\$16	
Tolland	\$10		\$25	\$750		\$10	\$25	\$10	\$10			\$0.25	\$100 res., \$200 non-res. plus \$30 state fee	\$15	\$5
Vernon	\$14	\$5			\$14	\$14	\$14	\$14	\$14	\$150		\$0.50	\$110	\$20	\$5
West Hartford	\$15	\$5		\$ 10,000	\$15	\$15	\$15	\$15	\$15			\$0.50	\$70	\$20	\$5
Wethersfield	\$15	\$30				\$15	\$15	\$15	\$15	health district		\$0.50	\$130	\$20	\$5
Windsor	\$13					\$13	\$13	\$8	\$13		\$25	\$0.50 - \$4	\$80 res., \$120 comm.	\$20	\$10
Windsor Locks	\$25	\$10				\$5	\$20	\$20	\$15			\$0.50	\$150 comm.	\$13	\$2

* Per \$1,000 construction and/or cost, unless otherwise noted. See minimums noted below.
 East Hartford: Minimum for building and demolition permits: \$20. Commercial Certificate of Occupancy is \$20. Newington: Minimum for building, demolition, signs and electric permits: \$50. Commercial Certificate of Occupancy is \$50. Rocky Hill: Minimum for woodstove and electric permits: \$25.16. Commercial Certificate of Occupancy is \$50.

Tolland: Minimum for building, demolition, woodstove and electric permits: \$20. West Hartford: \$30 minimum for building permit.
 Wethersfield: Minimum for building, demolition, signs, wood stove and electric permits: \$25. Commercial Certificate of Occupancy is \$50. Windsor: Minimum for building, demolition, signs and electric permits: \$30.

Type	Town Fee	Town Fine
Alcoholic Beverages		
Public Consumption on public highways, sidewalks or parking areas or in parked motor vehicles - maximum - for each offense		\$ 100.00
No violation if consumed at public function, festival or celebration if permit issued by police allowing service or distribution of alcohol		
Liquor License	\$ 2.00	
Amusement Devices - operation of mechanical/electronic devices - license issued by Chief of Police		
Year-round	\$ 100.00	
Seasonal - valid for up to 5 months from date of issuance	\$ 50.00	
Operating without permit - maximum - each offense; each date of violation is separate offense		\$ 100.00
Animal Control		
Animal adoption - spayed or neutered	\$ 5.00	
Animal adoption - not spayed or neutered (in state)	\$ 50.00	
Animal adoption - not spayed or neutered (out of state)	\$ 5.00	
Quarantine of animal (per day - state statute chapter 22-329)	\$ 15.00	
Failure to Remove Feces (Ticket is issued) - Town Ordinance 165-2		\$ 50.00
Nuisance dog (per day - state statute 22-363)		\$ 100.00
Bazaars & Raffles - state law provisions		
Class #1 - \$25 to town & \$25 to state	\$ 50.00	
Class #2 - \$10 to town & \$10 to state	\$ 20.00	
Class #3 - charge for each day of bazaar; \$10 to town & \$10 to state	\$ 20.00	
Class #4 - retained by town	\$ 5.00	
Class #5 - \$40 to town & \$40 to state	\$ 80.00	
Class #6 - \$50 to town & \$50 to state	\$ 100.00	
Class #7 - \$50 to town & \$50 to state	\$ 100.00	
Fine		\$ 1,000.00
Boating & Navigation		
Failing to observe any or all regulations- each infraction		\$ 60.00
Buildings, Numbering Of		
30 days after initial notice of violation - 2nd notice issued		\$ 25.00
10 days after 2nd notice of violation - \$5 per day for each day violation continues - to maximum amount inclusive of citation fine of \$25		\$ 100.00
Cemetery Board		
Plot	\$ 350.00	
Recording Fee	\$ 43.00	
Citing Hearing		
Filing entry fee, certified copy assessment notice	\$ 8.00	
East Hampton Public Library		
Overdue Fine - Per Day - per item (Books, CD, audio bks, educational/instructional videos)		\$ 0.10

Type	Town Fee	Town Fine
Maximum Overdue Fine Per Item - (Books, CD, audio bks, educational/Instructional videos)		\$ 10.00
Overdue Fine - Per Day - per Item (Books, Speed Read)		\$ 1.00
Maximum Overdue Fine Per Item - (Books, Speed Read)		\$ 10.00
Overdue Fine Per Day - per Item (DVD, Blue-Ray, Video Games)		\$ 2.00
Maximum Overdue Fine Per Day Per Item - (DVD, Blue-Ray, Video Games)		\$ 10.00
Overdue Fine Per Day - per Item (Art Prints)		\$ 10.00
Maximum Overdue Fine Per Day Per Item - (Art Prints)		\$ 200.00
Adult or Juvenile Library Identification Cards - Lost Card	\$ 2.00	
Computer Printing Fees - black & white - per page	\$ 0.10	
Computer Printing Fees - color - per page	\$ 0.15	
Copies - black & white - per page	\$ 0.15	
Copies - color - per page	\$ 0.90	
Fax - each incoming fax or outgoing fax to local or toll-free call	\$ 0.50	
Fax - for 1st page - in or out of state long distance	\$ 2.00	
Fax - for each additional page - in or out of state long distance	\$ 0.50	
Fair Housing		
Fair Housing Officer and/or Review Committee finds unlawful practice committed - maximum per offense; each day is separate offense		\$ 100.00
Historic Districts - Middle Haddam Historic District		
Application for Certificate of Appropriateness	\$ 25.00	
Violation of chapter - minimum - each day		\$ 10.00
Violation of chapter - maximum - each day		\$ 100.00
Willful Violation of chapter - minimum - each day		\$ 100.00
Willful Violation of chapter - maximum - each day		\$ 250.00
Hotels, Motels, Boarding Houses, Inns		
Any person violating provisions - maximum		\$ 50.00
Housing Code		
Refusal or failure to obey an order of the Housing Code Enforcement Officer or the Housing Code Appeals Committee - minimum - each violation ; each day is separate violation		\$ 50.00
Refusal or failure to obey an order of the Housing Code Enforcement Officer or the Housing Code Appeals Committee - maximum - each violation; each day is separate violation		\$ 100.00
Defacing or removing placards from dwelling deemed unfit or condemned - minimum		\$ 25.00
Defacing or removing placards from dwelling deemed unfit or condemned - maximum		\$ 25.00
Junk Dealers		
Failure to receive licensing - Maximum		\$ 50.00
Littering		
Violation - minimum - each offense; each day violation occurs is a separate offense		\$ 50.00
Violation - maximum - each offense; each day violation occurs is a separate offense		\$ 199.00
Mass Gatherings		

Type	Town Fee	Town Fine
Violation - Mass Gatherings - maximum - each day event is held without notification of Fire Marshal - each day is a separate offense		\$ 100.00
Park & Recreation - Operation & Use		
Sears Park Sticker	\$ -	
Senior or veteran - 1st car	\$ -	
Day Pass	\$ -	
Pavillon rental - 1/2 day	\$ 75.00	
Pavillon rental - whole day	\$ 125.00	
Security Deposit	\$ 125.00	
Gazebo	\$ 75.00	
Electric includes security deposit	\$ 150.00	
Peddlers & Solicitors		
One Month	\$ 25.00	
Six Months	\$ 125.00	
One Year	\$ 250.00	
Application Fee	\$ 20.00	
Violation - each offense - maximum; each violation is separate offense		\$ 199.00
Planning & Zoning		
-Subdivision Ap & Conservative Subdivision-		
Each Application (submitted to state \$60)	\$ 30.00	
Application (plus the sum of \$150 per lot)	\$ 500.00	
Application (1-5 lots) - Fee per lot - plus developers fee of 3% of the bond filed for subdivisions requiring public improvements to be paid at the time bonds are filed with the Town and prior to any construction	\$ 150.00	
-Site plan review-		
Residential/Commercial	\$ 150.00	
-Commercial Industrial Designed Development- Calculated by total SF of Impervious Surface		
-New Construction-		
Less than 3,000 S.F.	\$ 150.00	
3,001 - 5,000 S.F.	\$ 250.00	
5,001 - 10,000 S.F.	\$ 600.00	
10,001 - 15,000 S.F.	\$ 1,100.00	
Every additional 5,000 S.F.	\$ 500.00	
Special Permit	\$ 150.00	
-Site Plan Modification-		
Minor Amendment	\$ 50.00	
Major Amendment	\$ 100.00	
Zoning or Subdivision Regulation Text Change	\$ 300.00	

Type	Town Fee	Town Fine
Change in Zoning Map	\$ 500.00	
Lake Pocotopaug Protection Area	\$ 75.00	
Application for Multi-Family, Active Adult, HOD (number of units plus \$100 per unit)	\$ 1,000.00	
Building Inspection		
Erosion & Sediment bonding may be required on certain lots - minimum	\$ 500.00	
Building Permit - value of construction - 1st \$1000	\$ 25.00	
Building Permit - value of construction - each additional \$1000 or part thereof	\$ 12.50	
Septic Installation	\$ 75.00	
Soil Testing - Per Lot	\$ 75.00	
Well Permit	\$ 50.00	
Site Plan Review	\$ 50.00	
Plumbing Permit - value of construction - 1st \$1000	\$ 25.00	
Plumbing Permit - value of construction - each additional \$1000 or part thereof	\$ 12.50	
Electrical Permit - value of construction - 1st \$1000	\$ 25.00	
Electrical Permit - value of construction - each additional \$1000 or part thereof	\$ 12.50	
Mechanical Permit (Heating/Central Air) - value of construction - 1st \$1000	\$ 25.00	
Mechanical Permit (Heating/Central Air) - value of construction - each additional \$1000 or part thereof	\$ 12.50	
Zoning Permits - New Home	\$ 50.00	
Zoning Permits - Industrial - per SF	\$ 0.05	
Zoning Permits - all other construction	\$ 10.00	
Demolition Permit	\$ 5.00	
Blasting Permits - state statute	\$ 20.00	
Blight & Nuisances - each violation is separate offense; each day violation continues is separate offense - each offense	\$ 100.00	
Zoning Board of Appeals		
Application Fee	\$ 130.00	
IWWA		
State Filing	\$ 30.00	
Authorized agent ruling	\$ 20.00	
Wetland delineation only	\$ 35.00	
Permitted as of right & non-regulated uses	no charge	
Regulation amendment petition	set fee	
-Residential-		
Less than 500 S. F.	\$ 50.00	
501 - 1,000 S. F.	\$ 150.00	
1,001 - 5,000 S. F.	\$ 200.00	
5,001 - 10,000 S. F.	\$ 250.00	

Type	Town Fee	Town Fine
10,001 - 20,000 S. F.	\$ 300.00	
20,001 - 30,000 S. F.	\$ 400.00	
30,001 - 40,000 S. F.	\$ 500.00	
More than 40,000 S.F.	\$ 600.00	
Above plus wetland impact fee, if applicable and/or significant activity fee, if applicable		
-Commercial-		
Less than 500 S.F.	\$ 150.00	
5,001 - 10,000 S. F.	\$ 250.00	
10,001 - 20,000 S. F.	\$ 400.00	
20,001 - 30,000 S. F.	\$ 600.00	
30,001 - 40,000 S. F.	\$ 900.00	
Over 40,000 S.F. plus \$20 per 1,000 S.F. over 40,000	\$ 1,200.00	
Above plus wetland impact fee, if applicable and/or significant activity fee, if applicable		
-Subdivision/Residential-		
Lot with regulated area	\$ 100.00	
Lot without regulated area	\$ 25.00	
-Commercial/Industrial		
Lot with regulated area	\$ 150.00	
Lot without regulated area	\$ 40.00	
Stormwater discharge per acre, minimum	\$ 200.00	
Each Detention/retention pond	\$ 150.00	
Each Bioretention/ rain gardens	\$ 100.00	
Each Watercourse crossing, plus wetlands impact fee	\$ 50.00	
Seawalls - per linear foot	\$ 1.00	
Above plus significant activity fee, if applicable		
-Pond dredging-EXISTING PONDS ONLY		
Less than 20,000 S. F.	\$ 250.00	
20,001 - 400,000 S. F.	\$ 500.00	
Over 400,000 S.F.	\$ 1,000.00	
-Map amendment wetlands		
Linear Feet of regulated boundary fee/100 linear feet		
First 500 ft	\$ 10.00	
500 - 1,000 ft	\$ 15.00	
Length over 1,000 ft	\$ 20.00	
-Forestry-		
Above plus wetland activity fee, if applicable and/or significant activity fee, if applicable	\$ 100.00	

Type	Town Fee	Town Fine
-Modifications-		
Revisions to residential permits	\$ 25.00	
Revisions to subdivision permits	\$ 50.00	
Revisions to commercial/industrial permits	\$ 75.00	
-Wetland, Watercourse or Upland Review Area -		
Less than 1,000 S.F. of impact	\$ 50.00	
1,001 - 3,000 S.F.	\$ 100.00	
3,001 - 10,000 S.F. (fee plus \$5 per \$1,000 S.F. over 3,000)	\$ 200.00	
10,001 - 20,000 S.F. (fee plus \$10 per \$1,000 S.F. over 10,000)	\$ 300.00	
20,001 - 40,000 S.F. (fee plus \$15 per \$1,000 S.F. over 20,000)	\$ 400.00	
over 40,000 S.F. (fee plus \$20 per \$1,000 S.F. over 40,000)	\$ 600.00	
-Significant Activity Fee -		
Residential	\$ 100.00	
Subdivision	\$ 250.00	
Commercial	\$ 300.00	
Site Plan	\$ 40.00	
Subdivision	\$ 60.00	
First Violation (plus appropriate State of Ct fees)	\$ 225.00	
Second Violation (plus appropriate State of Ct fees)	\$ 500.00	
Third or more Violation (plus appropriate State of Ct fees)	\$ 1,000.00	
Failure to respond to 2nd notice - Residential - per day until corrective application submitted	\$ 100.00	
Failure to respond to 2nd notice - Commercial or Industrial - per day until corrective application submitted	\$ 200.00	
Engineering & Public Works		
Violation - failure to remove snow - per day/per violation - maximum	\$ 90.00	
Excavation permit fee (in public right of way)	\$ 10.00	
Excavation - sq yd oil gravel surface	\$ 10.00	
Excavation - sq yd oil concrete	\$ 15.00	
Excavation - sq yd oil crushed stone	\$ 15.00	
Excavation - sq yd oil concrete bituminous	\$ 15.00	
Civil Penalty - failure to apply for excavation permit - each offense; each day of violation is separate offense	\$ 75.00	
Driveway permits (if driveway on State Hwy, must be obtained from State)	\$ 5.00	
Driveway Bond (Bond returned following paving/inspection by Public Works Department)	\$ 500.00	
Burning Permits		
Road Opening Permit Application	\$ 40.00	
Each Sale of Street Standards	\$ 4.75	
Public Works - Transfer Station		

Type	Town Fee	Town Fine
Each - Transfer Station Stickers	\$ 10.00	
Waste Haulers License - First Truck	\$ 35.00	
Waste Haulers License - Each additional truck	\$ 15.00	
Tires - up to 19" in Diameter - each item	\$ 5.00	
Tires - 20" or more in Diameter - each item	\$ 10.00	
Refrigerators, Stoves, Washers, Dryers - each item	\$ 15.00	
AC and all other appliances - each item	\$ 10.00	
Scrap Metal - per load	\$ 5.00	
Propane Tanks without Valves - each item	\$ 5.00	
Furniture - Stuffed Chairs - each item	\$ 5.00	
Furniture - Couches, Mattresses, Box Springs - each item	\$ 30.00	
Bulky Waste & Demo - per load - CAR	\$ 5.00	
Bulky Waste & Demo - per load - SHORT-BED PICKUP, MINI-VAN	\$ 20.00	
Bulky Waste & Demo - per load - LONG-BED PICKUP, VAN	\$ 30.00	
Bulky Waste & Demo - per load - DUMP TRUCK	\$ 80.00	
Bulky Waste & Demo - per load - TRAILER	\$ 30.00	
Brush - per load - CAR	\$ 5.00	
Brush - per load - SHORT-BED PICKUP, MINI-VAN	\$ 10.00	
Brush - per load - LONG-BED PICKUP, VAN	\$ 20.00	
Brush - per load - DUMP TRUCK - ALL SIZES	\$ 30.00	
Brush - per load - TRAILER	\$ 20.00	
Leaves	No charge	
Waste Oil	No charge	
Electronics	No charge	
Solid Waste - Use & Operations of Refuse Disposal Area		
Violation of Ordinance - maximum - each offense; each day violation continues is a separate offense		\$ 100.00
Solid Waste - Storage, Collection & Disposal		
Violation of Ordinance chapter - maximum - each offense - in addition to any other penalty imposed by law		\$ 100.00
Solid Waste - Recycling		
Violation-maximum - each offense		\$ 1,000.00
Sewer Use		
Connection of sewer line from residence	\$ 800.00	
Yearly fee per grinder	\$ 310.00	
Continuing violations after receiving notification - maximum - each day; each day is separate offense		\$ 100.00
Streets & Sidewalks		
Violation -Town property & right of way (CGS) - each day of willful noncompliance is separate offense		\$ 100.00

Type	Town Fee	Town Fine
Violation - Snow and Ice on streets from private property - each violation - maximum penalty		\$ 100.00
Vehicles & Traffic		
Parking in restricted area during snowstorms and/or snow plowing operations - each violation		\$ 20.00
Parking in Fire Zones - payable within 14 days.		\$ 5.00
Parking in Fire Zones - additional penalty per day for every 14-day period thereafter that fine remains unpaid		\$ 5.00
Parking violations - 1 to 10 penalties		\$ 20.00
Parking violations - 11 to 12 penalties		\$ 40.00
Parking violations - 13 to 14 penalties		\$ 90.00
Towing - application for permit	\$ 50.00	
Storage of Vehicles considered nuisances - Maximum - each offense		\$ 100.00
Water System Use		
Each Violation of subsection E, F, G - maximum		\$ 100.00



AGENDA
ITEM # 13

Office of the COLLECTOR OF REVENUE

NANCY HASSELMAN, CCMC

nhasselman@easthamptonct.gov

September 18, 2014

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 \$820.11.

Thank you for your assistance.

Nancy Hasselman, CCMC

Nancy Hasselman, CCMC
Collector of Revenue

8°47	+
45°22	+
5°04	+
6°41	+
53°74	+
5°20	+
7°20	+
45°25	+
42°82	+
16°01	+
6°11	+
19°33	+
6°72	+
531°83	+
20°76	+
820°11	*
0°0	