AGENDA
ITEM # 9a

Town of East Hampton
CONNECTICUT

Board of Finance 2nd Proposed Budget For Town Council

May 16, 2016

FISCAL YEAR 2016-2017

TOWN OF EAST HAMPTON
BOARD OF FINANCE RECOMMENDED BUDGET FOR TOWN COUNCIL
July 1, 2016 - June 30, 2017

	Actual 2013-2014	Actual 2014-2015	APPROVED 2015-2016	Board of Finance Recommended 2016-2017	INCREASE/ (DECREASE)	2016 to 2017 Percent Change
EXPENDITURES						
EDUCATION	$ 28,009,279	$ 28,632,715	$ 28,776,785	**$ 29,079,285**	$ 302,500	1.05%
TOWN OPERATIONS						
ADMINISTRATION & FINANCE	3,441,343	3,396,868	3,579,089	**3,724,144**	145,055	4.05%
PUBLIC SAFETY	2,178,837	2,263,612	2,341,247	**2,507,339**	166,092	7.09%
HEALTH & HUMAN SERVICES	383,307	406,763	406,885	**407,844**	959	0.24%
CULTURE & RECREATION	943,055	986,721	1,005,938	**1,007,624**	1,686	0.17%
REGULATORY	378,160	368,206	429,791	**362,902**	(66,889)	-15.56%
PUBLIC WORKS	2,028,772	2,177,710	2,212,886	**2,238,320**	25,434	1.15%
TRANSFERS TO OTHER FUNDS						
VILLAGE WATER SYSTEM	23,532	13,532	-	**-**	-	
OTHER FUNDS	35,000	35,000	37,500	**37,500**	-	0.00%
CAPITAL IMPROVEMENT	1,464,384	906,169	1,134,672	**685,549**	(449,123)	-39.58%
DEBT SERVICE	1,076,026	1,299,679	1,122,717	**2,741,123**	1,618,406	144.15%
TOTAL EXPENDITURES	$ 39,961,695	$ 40,486,975	$ 41,047,510	**$ 42,791,630**	$ 1,744,120	4.25%
REVENUES						
FEDERAL REVENUES	$ -	$ 4,186	$ -	**$ -**	$ -	
GRANTS - STATE OF CT (EDUCATION)	8,543,347	8,336,353	7,805,485	**7,631,006**	(174,479)	-2.24%
GRANTS - STATE OF CT (OTHER)	605,676	616,460	625,285	**790,138**	164,853	26.36%
LICENSES, PERMITS AND FEES	461,383	447,342	427,190	**472,060**	44,870	10.50%
OTHER REVENUE	88,919	71,742	62,960	**61,716**	(1,244)	-1.98%
INVESTMENT INCOME	18,492	20,202	22,500	**22,500**	-	0.00%
PROPERTY TAX REVENUE (PRIOR YEARS)	927,841	1,101,946	1,017,000	**938,500**	(78,500)	-7.72%
TRANSFERS FROM OTHER FUNDS	58,672	26,736	24,505	**424,505**	400,000	1632.32%
VOLUNTEER TAX ABATEMENT			(60,000)	**(60,000)**	-	0.00%
TOTAL REVENUES (Before taxes & fund balance)	$ 10,704,330	$ 10,624,967	$ 9,924,925	**$ 10,280,425**	$ 355,500	3.58%
FUND BALANCE					-	
PROPERTY TAXES (CURRENT)	$ 29,256,063	$ 30,053,901	$ 31,122,585	**$ 32,511,205**		
TOTAL REVENUES	$ 39,960,393	$ 40,678,868	$ 41,047,510	**$ 42,791,630**	$ 1,744,120	4.25%
NET GRAND LIST	$ 1,128,365,076	$ 1,134,825,259	$ 1,143,169,752	**$ 1,126,689,437**		
VALUE OF MILL	$ 1,104,669	$ 1,112,129	$ 1,120,306	**$ 1,104,156**		
ESTIMATED COLLECTION RATE	97.90%	98.00%	98.00%	**98.00%**		
CALCULATED MILL RATE	26.63	27.14	27.78	**29.44**	**1.66**	**5.98%**

Example of Estimated Taxes

2016-2017

Proposed Mill Rate	29.44
Proposed Mill Rate Change	1.66

Example of Estimated Taxes

Market Value	Assessment	Taxes	Yearly Increase	Monthly Increase
$ 142,857	$ 100,000	$ 2,944.00	$ 166.00	$ 13.83
$ 214,286	$ 150,000	$ 4,416.00	$ 249.00	$ 20.75
$ 285,714	$ 200,000	$ 5,888.00	$ 332.00	$ 27.67
$ 357,143	$ 250,000	$ 7,360.00	$ 415.00	$ 34.58
$ 428,571	$ 300,000	$ 8,832.00	$ 498.00	$ 41.50
$ 714,286	$ 500,000	$ 14,720.00	$ 830.00	$ 69.17

TOWN OF EAST HAMPTON
JULY 1, 2016 - JUNE 30, 2017
ESTIMATED REVENUES

	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Budget 2016-2017	Increase/ (Decrease)	Percent Change
FEDERAL GRANTS						
Miscellaneous	-	4,186		-	-	
Total	-	**4,186**	-	-	-	
EDUCATION GRANTS - STATE						
Education Cost Sharing	7,711,108	7,672,767	7,715,347	7,613,630	(101,717)	-1.3%
Special Education Excess Cost	554,931	481,262	-	-	-	
School Transportation	91,276	77,562	72,232	-	(72,232)	-100.0%
Adult Education	20,061	18,101	17,906	17,376	(530)	-3.0%
Principal/Interest Subsidy - Bonds	165,971	86,661	-	-	-	
Total	**8,543,347**	**8,336,353**	**7,805,485**	**7,631,006**	(174,479)	-2.24%
GENERAL OPERATING GRANTS - STATE						
State Owned Property	107,111	117,636	111,380	49,068	(62,312)	-55.9%
MRSA Sales Tax Sharing	-	-	-	263,149	263,149	
Mashantucket Pequot/Mohegan grant	59,349	61,488	61,969	41,883	(20,086)	-32.4%
Disability Tax Relief	1,267	1,248	1,245	1,245	-	0.0%
Elderly Tax Relief (Circuit Breaker)	45,253	47,040	47,000	48,000	1,000	2.1%
Veterans Exemptions	4,774	4,344	4,300	4,250	(50)	-1.2%
Youth & Family Services	16,137	16,137	16,100	15,911	(189)	-1.2%
Town Aid Road	323,375	322,948	322,948	320,189	(2,759)	-0.9%
Grants for Municipal Projects (OPM)	17,816	17,816	18,943	18,943	-	0.0%
Telephone Access Line Share	30,455	27,803	30,400	27,500	(2,900)	-9.5%
Civil Preparedness	139		11,000	-	(11,000)	-100.0%
Total	**605,676**	**616,460**	**625,285**	**790,138**	164,853	26.36%
TOTAL STATE FUNDING	**9,149,023**	**8,952,813**	**8,430,770**	**8,421,144**	(9,626)	-0.11%
LICENSES, FEES AND PERMITS						
Town Clerk's Office	240,821	224,450	239,700	245,750	6,050	2.5%
Police Department	12,159	10,037	8,500	8,300	(200)	-2.4%
Tax & Assessing	1,484	1,565	1,300	1,300	-	0.0%
Blasting Permits	205	385	100	100	-	0.0%
Animal Control Fees	542	210	500	210	(290)	-58.0%
Building Department	140,409	149,222	115,390	156,600	41,210	35.7%
Planning/Zoning Commission	1,150	3,240	1,500	1,500	-	0.0%
Zoning Board of Appeals	1,000	910	1,000	1,000	-	0.0%
Inland Wetlands Commission	3,295	2,745	2,500	2,500	-	0.0%
Public Works Department	40	946	50	50	-	0.0%
Library Fees	3,074	2,992	3,000	3,000	-	0.0%
Middle Haddam Hist. District	275	175	250	250	-	0.0%
CRRA recycle rebate	8,968	9,193	9,000	9,000	-	0.0%
Transfer Station Fees	47,961	41,272	44,400	42,500	(1,900)	-4.3%
Total	**461,383**	**447,342**	**427,190**	**472,060**	44,870	10.50%

TOWN OF EAST HAMPTON
JULY 1, 2016 - JUNE 30, 2017
ESTIMATED REVENUES

	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Budget 2016-2017	Increase/ (Decrease)	Percent Change
OTHER REVENUE						
Use of Schools	-	95		-	-	
Finance Department	780	2,451	1,000	1,000	-	0.0%
Building Department		5	-	-	-	
Community Room Rental	50	150	150	150	-	0.0%
Housing Authority (P.I.L.O.T)	13,329	15,481	12,500	15,000	2,500	20.0%
Sears Park Stickers / Boat Passes	7,864	4,062	3,000	3,000	-	0.0%
Pavilion Rental	750	1,274	750	750	-	0.0%
Library Receipts	8,765	8,868	10,000	9,000	(1,000)	-10.0%
Cell tower rent	28,566	28,566	28,560	28,566	6	0.0%
Fire Marshall	18		-	-	-	
Insurance reimbursement	8,698	5,995	-	-	-	
Cemetery	500		-	-	-	
Sale of equipment	9,421		-	-	-	
Sale of food at Sears Park	2,595	2,397		2,250	2,250	
Miscellaneous	7,583	2,398	7,000	2,000	(5,000)	-71.4%
Total	**88,919**	**71,742**	**62,960**	**61,716**	(1,244)	-1.98%
INTEREST INCOME	**18,492**	**20,202**	**22,500**	**22,500**	-	0.00%
PROPERTY TAX REVENUE - OTHER						
Supp. Motor Vehicle	254,084	269,908	235,000	245,000	10,000	4.3%
Back Taxes	417,599	523,959	503,000	450,000	(53,000)	-10.5%
Interest on back taxes	251,713	303,615	276,000	240,000	(36,000)	-13.0%
Lien Fees	4,445	4,464	3,000	3,500	500	16.7%
Total	**927,841**	**1,101,946**	**1,017,000**	**938,500**	(78,500)	-7.72%
TRANSFERS FROM OTHER FUNDS						
Capital Reserve Fund	34,879	2,468		400,000	400,000	
W.P.C.A. / Jt. Facilities (Interfund Service Charge)	23,793	24,268	24,505	24,505	-	0.0%
Total	**58,672**	**26,736**	**24,505**	**424,505**	400,000	1632.32%
VOLUNTEER TAX ABATEMENT	$0	$0	(60,000)	(60,000)	-	0.0%
FUND BALANCE DESIGNATION	-		-	-	-	
CURRENT TAXES	**29,256,063**	**30,053,901**	**31,122,585**	**32,511,205**	1,388,620	4.46%
TOTAL REVENUES	**$ 39,960,393**	**$ 40,678,868**	**$ 41,047,510**	**$ 42,791,630**	1,744,120	4.25%

Note: The highlighted amounts above have been adjusted to reflect the latest grants estimates from the State of Connecticut. Estimated state revenue increased by $347,447 as a result of the most current figures.

	Town Council	State	Difference
Education Cost Sharing	7,412,215	$7,613,630	$ 201,415
School Transportation	55,788	$ -	$ (55,788)
Adult Education	16,157	$ 17,376	$ 1,219
State Owned Property	49,453	$ 49,068	$ (385)
MRSA Sales Tax Sharing	62,054	$ 263,149	$ 201,095
Mashantucket Pequot/Mohegan grant	41,992	$ 41,883	$ (109)
Total	7,637,659	7,985,106	**347,447**

TOWN OF EAST HAMPTON
BOARD OF FINANCE RECOMMENDED BUDGET FOR TOWN COUNCIL
JULY 1, 2016 - JUNE 30, 2017

			2016-2017						FY 2016 to FY 2017	
	ACTUAL 2014-2015	APPROVED 2015-2016	Department 2016-2017	Town Manager Changes	Board of Finance Changes	Town Council Changes	5/16/2016 Board of Finance Additional Changes	Board of Finance Recommended 2016-2017	Increase (Decrease)	Percent Change
ADMINISTRATION & FINANCE										
TOWN MANAGER'S DEPARTMENT	$ 324,467	$ 332,647	$ 338,668	$ -	$ -	$ -		$ 338,668	$ 6,021	1.8%
COUNCIL - SPECIAL PROGRAMS	34,254	22,539	27,039		(2,500)			24,539	2,000	8.9%
FACILITIES ADMINISTRATOR		-	-					-	-	
LEGAL DEFENSE & FEES	154,747	145,000	145,000		(1,000)			144,000	(1,000)	-0.7%
TOWN HALL & HUMAN SVS. ANNEX	277,161	242,758	258,019		(3,000)			255,019	12,261	5.1%
FINANCE AND ACCOUNTING	441,991	457,312	466,414					466,414	9,102	2.0%
COLLECTOR OF REVENUE	162,979	166,505	177,317		(2,000)			175,317	8,812	5.3%
ASSESSOR'S OFFICE	175,026	181,846	187,316					187,316	5,470	3.0%
BOARD OF ASSESSMENT APPEALS	585	1,917	1,722					1,722	(195)	-10.2%
TOWN CLERK'S OFFICE	160,258	162,768	170,194					170,194	7,426	4.6%
REGISTRARS/ELECTIONS	47,764	45,483	51,121		(2,450)			48,671	3,188	7.0%
PROBATE COURT	14,802	15,690	14,328					14,328	(1,362)	-8.7%
GENERAL INSURANCE	338,643	373,410	389,225					389,225	15,815	4.2%
EMPLOYEE BENEFITS	1,188,023	1,322,980	1,455,351	(96,837)	(9,788)			1,348,726	25,746	1.9%
INFORMATION TECHNOLOGY	76,168	88,234	90,005					90,005	1,771	2.0%
CONTINGENCY		20,000	20,000					20,000	-	0.0%
CNG COMMUNITY CONTRIBUTION			100,000	(50,000)				50,000	50,000	
TOTAL ADMINISTRATION & FINANCE	**3,396,868**	**3,579,089**	**3,891,719**	**(146,837)**	**(20,738)**	-	-	**3,724,144**	**145,055**	**4.05%**
PUBLIC SAFETY										
POLICE ADMINISTRATION	311,815	315,169	327,609	5,275				332,884	17,715	5.6%
POLICE REGULAR PATROL	1,417,768	1,442,146	1,527,109	(14,458)				1,512,651	70,505	4.9%
LAKE PATROL/BOAT REGISTRATIONS	2,605	3,883	3,559		(1,700)			1,859	(2,024)	-52.1%
ANIMAL CONTROL	36,245	44,000	45,290					45,290	1,290	2.9%
FIRE DEPARTMENT	241,673	256,955	276,879	(8,995)	(5,000)			262,884	5,929	2.3%
FIRE MARSHAL	50,191	48,561	50,595	(2,576)		(15,000)		33,019	(15,542)	-32.0%
TOWN CENTER FIRE SYSTEM	3,212	9,128	9,238					9,238	110	1.2%
AMBULANCE SERVICES	5,422	6,500	6,500	13,000				19,500	13,000	200.0%
CIVIL PREPAREDNESS / L.E.P.C	15,064	15,369	15,939					15,939	570	3.7%
PUBLIC SAFETY DISPATCH	122,973	140,536	220,075					220,075	79,539	56.6%
STREET LIGHTING	56,644	59,000	59,000		(5,000)	-		54,000	(5,000)	-8.5%
TOTAL PUBLIC SAFETY	**2,263,612**	**2,341,247**	**2,541,793**	**(7,754)**	**(11,700)**	**(15,000)**	-	**2,507,339**	**166,092**	**7.09%**
HEALTH AND HUMAN SERVICES										
CHATHAM HEALTH DISTRICT ASSESSMENT	115,813	121,341	132,602					132,602	11,261	9.3%
HUMAN SERVICES	114,049	101,593	109,310			(6,100)		103,210	1,617	1.6%
SENIOR CENTER	114,151	118,651	123,732			(17,000)		106,732	(11,919)	-10.0%

TOWN OF EAST HAMPTON
BOARD OF FINANCE RECOMMENDED BUDGET FOR TOWN COUNCIL
JULY 1, 2016 - JUNE 30, 2017

			2016-2017						FY 2016 to FY 2017	
	ACTUAL 2014-2015	APPROVED 2015-2016	Department 2016-2017	Town Manager Changes	Board of Finance Changes	Town Council Changes	5/16/2016 Board of Finance Additional Changes	Board of Finance Recommended 2016-2017	Increase (Decrease)	Percent Change
TRANSPORTATION	52,600	52,600	52,600					52,600	-	0.0%
COMMUNITY SERVICES	4,620	5,250	5,250					5,250	-	0.0%
CEMETERY CARE	4,532	5,000	5,000					5,000	-	0.0%
COMMISSION ON AGING (New 2015)	998	2,450	2,450					2,450	-	0.0%
TOTAL HEALTH AND HUMAN SERVICES	**406,763**	**406,885**	**430,944**	**-**	**-**	**(23,100)**	**-**	**407,844**	**959**	**0.24%**
CULTURE AND RECREATION										
PARK & RECREATION	387,687	396,681	397,933			(50,996)	50,996	397,933	1,252	0.3%
ARTS & CULTURAL COMMISSION	1,397	2,500	2,500					2,500	-	0.0%
E H COMMUNITY CENTER	157,340	145,562	152,424	(4,000)				148,424	2,862	2.0%
E HAMPTON PUBLIC LIBRARY	420,297	441,195	458,392	(3,625)		(15,000)		439,767	(1,428)	-0.3%
MIDDLE HADDAM LIBRARY	20,000	20,000	20,000			(1,000)		19,000	(1,000)	-5.0%
TOTAL CULTURE AND RECREATION	**986,721**	**1,005,938**	**1,031,249**	**(7,625)**	**-**	**(66,996)**	**50,996**	**1,007,624**	**1,686**	**0.17%**
REGULATORY										
PLANNING, ZONING & BUILDING	356,575	335,668	342,974	(500)	(500)			341,974	6,306	1.9%
ECONOMIC DEVELOPMENT	1,803	4,710	8,615	(3,000)	(750)			4,865	155	3.3%
CONSERVATION AND LAKE COMMISSION	8,828	85,201	24,137	(10,400)				13,737	(71,464)	-83.9%
REDEVELOPMENT AGENCY	510	2,555	2,526		(1,000)			1,526	(1,029)	-40.3%
MIDDLE HADDAM HISTORIC DISTRICT	490	1,657	1,657		(857)			800	(857)	-51.7%
TOTAL REGULATORY	**368,206**	**429,791**	**379,909**	**(13,900)**	**(3,107)**	**-**	**-**	**362,902**	**(66,889)**	**-15.56%**
PUBLIC WORKS										
PUBLIC WORK DEPARTMENT	1,494,413	1,415,013	1,467,038	(4,153)		(10,000)		1,452,885	37,872	2.7%
ENGINEERING	26,570	61,500	65,245	(15,245)				50,000	(11,500)	-18.7%
TOWN GARAGE	66,938	78,907	78,536					78,536	(371)	-0.5%
TOWNWIDE MOTOR FUEL	110,907	140,102	138,245	(2,000)				136,245	(3,857)	-2.8%
ROAD MATERIALS	358,694	358,750	365,925					365,925	7,175	2.0%
TRANSFER STATION	117,812	156,214	176,285	(14,156)		(10,000)		152,129	(4,085)	-2.6%
SEPTAGE DISPOSAL	2,376	2,400	2,600					2,600	200	8.3%
TOTAL PUBLIC WORKS	**2,177,710**	**2,212,886**	**2,293,874**	**(35,554)**	**-**	**(20,000)**	**-**	**2,238,320**	**25,434**	**1.15%**
TOTAL OPERATING BUDGET (TOWN)	**9,599,880**	**9,975,836**	**10,569,488**	**(211,670)**	**(35,545)**	**(125,096)**	**50,996**	**10,248,173**	**272,337**	**2.73%**
DEBT SERVICE (Includes tax exempt leases)	**1,299,679**	**1,122,717**	**2,710,123**		**146,000**	**(115,000)**		**2,741,123**	**1,618,406**	**144.15%**

TOWN OF EAST HAMPTON
BOARD OF FINANCE RECOMMENDED BUDGET FOR TOWN COUNCIL
JULY 1, 2016 - JUNE 30, 2017

			2016-2017						FY 2016 to FY 2017	
	ACTUAL 2014-2015	APPROVED 2015-2016	Department 2016-2017	Town Manager Changes	Board of Finance Changes	Town Council Changes	5/16/2016 Board of Finance Additional Changes	Board of Finance Recommended 2016-2017	Increase (Decrease)	Percent Change
CONTRIBUTIONS TO OTHER FUNDS										
TRANSFER TO CAPITAL RESERVE FUND	906,169	1,134,672	1,135,000	82,045	(275,000)	(320,500)	64,004	685,549	(449,123)	-39.6%
TRANSFER TO WATER FUND	13,532	-						-	-	
TRANSFER TO COMP. ABSENCES FUND	35,000	37,500	37,500					37,500	-	0.0%
TOTAL CONTRIBUTIONS TO OTHER FUNDS	**954,701**	**1,172,172**	**1,172,500**	**82,045**	**(275,000)**	**(320,500)**	**64,004**	**723,049**	**(449,123)**	**-38.3%**
EDUCATION	**28,632,715**	**28,776,785**	**29,336,181**	**(559,396)**	**500,000**	**(312,500)**	**115,000**	**29,079,285**	**302,500**	**1.05%**
TOTAL	**$ 40,486,975**	**$ 41,047,510**	**$ 43,788,292**	**(689,021)**	**335,455**	**$ (873,096)**	**$ 230,000**	**$ 42,791,630**	**1,744,120**	**4.25%**

Note: Financing is being proposed for one heavy duty dump truck. The heavy duty truck is proosed to be financed over 7 years. An estimated payment schedule is presented below.
This type of financing requires an additional approval from the Town Council.

Amt. Financed	**$ 200,000**
Int. rate	**1.82%**
	1 Heavy Duty Truck
2017	**31,000**
2018	31,000
2019	31,000
2020	31,000
2021	31,000
2022	31,000
2023	31,000

TOWN OF EAST HAMPTON
CAPITAL IMPROVEMENT PLAN
FISCAL YEAR 2016-2017

CATEGORY	Department	3/5/2016 2016-2017 Manager	3/12/2016 2016-2017 Committee	4/4/2016 2016-2017 Board of Finance	5/10/2016 2016-2017 Town Council	5/16/2016 2016-2017 Board of Finance
BUILDINGS AND GROUNDS						
Senior Center / Library Upgrade Sinking Fund	Senior Center	10,000	10,000	10,000	-	-
Sears Park Boat Launch & Parking Lot Renovation	Parks & Recreation					
Public Works Garage (Replace overhead doors)	Public Works	10,000	10,000	10,000	-	10,000
Fire Department Facility Maintenance & Repair Sinking Fund	Fire Department	40,000	40,000	40,000	39,500	39,500
Playscape Replacement at Memorial School (Sinking Fund)	Parks & Recreation	20,000	20,000	20,000	-	20,000
Field and green top drainage	Memorial School & Middle					
Track resurface sinking fund	High School	15,000	15,000	15,000	15,000	15,000
School Safety	All Schools	30,000	30,000	30,000	30,000	30,000
HVAC/RTU Replacement	Middle School		40,000	40,000	40,000	40,000
School Repair & Maintenance Sinking Fund	All Schools	40,000	40,000	40,000	-	-
	Total	**$ 165,000**	**$ 205,000**	**$ 205,000**	**$ 124,500**	**$ 154,500**
ROADS/SIDEWALKS						
Upgrade unimproved roads	Public Works	40,000	40,000	-	-	-
Road repairs (Private Roads)	Public Works	25,000	25,000	25,000	10,000	10,000
Sidewalk repair and replacement	Public Works	25,000	25,000	25,000	10,000	10,000
Water quality infrastructure improvements	Public Works	40,000	40,000	40,000	40,000	40,000
Engineering Road Study	Public Works	45,000	45,000	45,000	45,000	45,000
Road Repair / Maintenance	Public Works	328,000	328,000	268,000	200,000	224,004
	Total	**$ 503,000**	**$ 503,000**	**$ 403,000**	**$ 305,000**	**$ 329,004**
VEHICLES						
Sinking Fund for Fire Department Rolling Stock	Fire Department	75,000	75,000	75,000	40,000	40,000
Cruisers and Conversion Equip.	Police Department	67,767	67,767	67,767	30,767	30,767
4X4 Pickup truck w/plow	Public Works	40,000	40,000	40,000	40,000	40,000
Vehicle equipment sinking fund	Public Works	75,000	75,000	75,000	40,000	40,000
Plow Truck (Lease)	Public Works		200,000	400,000	200,000	200,000
Plow Truck	Public Works	200,000	200,000	-	-	-
	Total	**$ 457,767**	**$ 657,767**	**$ 657,767**	**$ 350,767**	**$ 350,767**
EQUIPMENT						
Cold Planer	Public Works	-	-	25,000	25,000	25,000
Truck plows / sanders	Public Works	20,000	20,000	20,000	15,000	15,000
Replace cans & equipment trash reclycling at Transfer station	Public Works	10,000	10,000	10,000	-	10,000
Scag Turf Tiger	Parks & Recreation	13,964	13,964	13,964	13,964	13,964
Turnout gear	Fire Department	18,000	18,000	18,000	18,000	18,000
Air Bottles	Fire Department	14,000	14,000	14,000	14,000	14,000
	Total	**$ 75,964**	**$ 75,964**	**$ 100,964**	**$ 85,964**	**$ 95,964**
TECHNOLOGY						
Upgrade servers / printers	General Government	9,814	9,814	9,814	9,814	9,814
Technology Equip. / Network Upgrades (Switches & Software)	All Schools		15,000	15,000	15,000	15,000
	Total	**$ 9,814**	**$ 24,814**	**$ 24,814**	**$ 24,814**	**$ 24,814**
OTHER						
Glastonbury Dispatch	Public Safety	55,000	55,000	55,000	55,000	55,000
Rt. 66 Corridor Study (Grant Match)	General Government	17,500	17,500	17,500	17,500	17,500
Revaluation	Tax Assessor	20,000	20,000	20,000	-	-
	Total	**$ 92,500**	**$ 92,500**	**$ 92,500**	**$ 72,500**	**$ 72,500**
	TOTAL CAPITAL PROGRAM	**$ 1,304,045**	**$ 1,559,045**	**$ 1,484,045**	**$ 963,545**	**$ 1,027,549**

General Fund Contribution	**$ 1,217,045**	**$ 1,217,045**	**$ 942,045**	**$ 621,545**	**$ 685,549**
LOCIP	87,000	87,000	87,000	87,000	87,000
Lease Finance		200,000	400,000	200,000	200,000
Residual project balances		55,000	55,000	55,000	55,000

East Hampton Public Schools - Operating Budget Overview
Fiscal Year 2016-17

Object Number	Object Description and Budget Assumptions	2014-15 Actual	2015-16 Budget	2016-17 Proposed	Change $	Change %
5111	**Certified Salaries:** This account represents the cost of salaries for 161.4 FTE certified teachers, a ***reduction of 2.4*** through retirements and attrition. A total of 157.46 FTE are in the general operating budget (2.94 supported by IDEA grant funding and 1FTE in program shared with another community). Seventy seven percent of all teachers are at step 10 with the remaining 23.3% eligible for step increase. The general wage increase effective for certified teachers is 2.5% for 2016-17. Also included in this object are the salaries for administrators (Principals, Directors of Support Services and Curriculum, Superintendent) with the collectively bargained contract for the administrators providing a general wage increase of 2% plus step. The cost of athletic coaches, extracurricular stipends, and certified teacher stipends are also budgeted here. **In addition to the *2.4 FTE reduction noted above, three retirements with replacement* , and 75,000 in unpaid long term leave** included in this line. As of February 29th only three of the assumed 5 retirements are known.	14,263,278	14,775,480	14,992,373	216,893	1.5%
5112	**Classified Salaries:** This account includes the hourly wages for full and part-time paraprofessionals, custodians, and secretaries, also salaries for technology, facilities, and business employees. The cost of providing substitutes in the classroom is recorded here. ***Reductions for 2 full time staff are included*** , no retirements are known as of February 29.	3,694,195	3,876,014	3,944,215	68,201	1.8%
5210 and 5290	**Medical Insurance:** This account includes the employer share of providing medical and dental insurance to full time employees eligible for and selecting coverage. Open enrollment occurs annually but selections for the next budget year are not known until May 31. Only a high deductible medical plan is offered to all Board of Education employees. The current medical insurance carrier is Cigna. The dental plan is self-insured and administered by Anthem. The renewal rate increase continues to be under negotiation on February 29th and is assumed at 7.5%. ***Deductibles will increase by 33% from $1,500/$3,000 to $2,000/$4,000 for approximately 60% of covered employees in 2016-17*** , this change reduces the expected cost. This staff changes noted above are also reflected here in the related benefits.	3,655,293	3,781,630	3,991,660	210,030	5.6%

East Hampton Public Schools - Operating Budget Overview
Fiscal Year 2016-17

Object Number	Object Description and Budget Assumptions	2014-15 Actual	2015-16 Budget	2016-17 Proposed	Change $	Change %
5213	**Life Insurance:** This account represents the expense of providing life insurance and accidental death/disability insurance in accordance with contractual agreements. The cost is 11 cents per $1,000 of covered salary. The insurance is provided by Anthem following open bidding and is in effect until June 2017.	40,829	44,100	44,400	300	0.7%
5220	**Social Security:** This account represents the employer share of social security expense which is 6.2% of covered salary and wages. Teacher salary payments reported to Connecticut Teacher Retirement are not eligible for social security matching by the employer.	239,361	246,281	253,154	6,873	2.8%
5221	**Medicare:** This account represents the employer share of Medicare expense which is 1.45% of covered salary and wages. Certified teachers hired by the East Hampton prior to April 1986 are not eligible for Medicare and thus have no matching employer cost.	234,740	248,471	252,330	3,859	1.6%
5230-5235	**Pension:** This account represents the Board of Education share of the Town of East Hampton Retirement Income Plan, a defined benefit program. Eligible employees are determined by union contract and non-union classified staff hired before April 2013. Non-union employees employed after April 2013 are covered by a defined contribution plan. The expense is actuarially determined. Changes to the actuarial assumptions and staffing levels determine the cost, reducing the assumed investment return had the greatest impact on increasing the required contribution in recent years. Town actuarial evaluation to be completed by end of April 2016, budget is based on preliminary actuarial amount shared by Town Finance Director. The anticipated reduction in assumed investment returns was phased in more gradually then initially determined, the 2015-16 budget amount was higher than required creating the reduction in the 2016-17 budget.	402,922	460,005	434,162	(25,843)	-5.6%
5250	**Unemployment Compensation:** The Board of Education is recognized as a "reimbursable employer" by the Connecticut Department of Labor and is billed for eligible payouts to former employees. By Connecticut law, each employer who paid wages to a claimant in the base period of the claim is potentially chargeable for a portion of each benefit payment made to that claimant. Each employer's charge is based on the percentage of base period wages it paid to the claimant. All staff reductions in the developed 2016-17 budget as of January 15th assumed due to natural attrition with no unemployment.	15,242	21,343	8,000	(13,343)	-62.5%

East Hampton Public Schools - Operating Budget Overview
Fiscal Year 2016-17

Object Number	Object Description and Budget Assumptions	2014-15 Actual	2015-16 Budget	2016-17 Proposed	Change $	Change %
5260	**Worker's Compensation:** Connecticut employers must carry insurance for injuries determined to be work related. The Board of Education's workers compensation carrier is the Connecticut Interlocal Risk Management Agency (CIRMA). CIRMA is a member owned agency organized by the Connecticut Conference of Municipalities. Also expensed here is the unreimbursed share of salary and wage costs during the period of time the employee is receiving compensation from the insurance carrier as required per certain collectively bargained contracts. Increase is estimated.	160,102	162,800	174,150	11,350	7.0%
5316	**Computer Consulting Services:** Includes the annual update costs for various software packages, site licensing, and other software services. These include the student data management system, web filters, accounting software shared with the town, the educator evaluation system (RANDA), and universal screens such as STAR assessments.	207,963	198,682	219,923	21,241	10.7%
5319	**Meetings/Conferences/Training:** This account represents the cost of all district training and professional development conducted by various outside providers to increase teacher effectiveness. State mandates require ongoing professional development for certified staff.	69,264	33,800	44,700	10,900	32.2%
5330	**Professional/Technical Services:** ***Special education services comprise 81%*** of this line for contracted student services such as speech and occupational therapies, plus evaluation and autism support services. Some services are provided through CREC or individual consultants. Other services for the district include legal representation, negotiation services, and outside auditors. Anticipated reimbursement from Medicaid for services rendered to students are utilized a reduction to expenses in this line, $75,000 is assumed.	844,092	875,241	814,750	(60,491)	-6.9%
5410	**Public Utilities:** Sewer and water use charges to the Town of East Hampton and the East Hampton Water Pollution Control Authority (WPCA). Fees payable to the WPCA for water use at Memorial and Center Schools and the Central Office increased approximately 175% in the 2015-16 fiscal year.	33,721	46,476	50,425	3,949	8.5%
5430 to 5439	**Repairs and Maintenance:** These accounts include the costs or repairs and service contracts for all buildings and equipment including plumbing and electrical services, monitoring and maintenance of security systems, heating and ventilation repairs; additionally inspection and tests of fire alarm and fire suppression systems. Also includes refuse removal and recycling contracts. Modifications and improvements needed for safety and security upgrades included as well.	346,136	360,545	349,615	(10,930)	-3.0%

East Hampton Public Schools - Operating Budget Overview
Fiscal Year 2016-17

Object Number	Object Description and Budget Assumptions	2014-15 Actual	2015-16 Budget	2016-17 Proposed	Change $	Change %
5440	**Rental:** Copier lease, supplies, and services provided by the vendor is the primary expense here, 16-17 will be year 3 of a 48 month lease, awarded by open bidding (ending August 2018). Other costs include leased postage machines.	89,891	96,684	102,001	5,317	5.5%
5510	**Pupil Transportation:** The 16-17 school year is the final year of a five year contract with DATTCO (who assumed the Nichols Bus Company contract). ***In 16-17 contract rates increase by 2.5%*** , continued sharing of one van with neighboring towns is assumed. Sixteen 71 passenger buses, run daily each at $239.07 per day, 4 in town vans, other runs with differing rates: 2 Vinyl/Voag runs, 1 mini bus, and various out of town vans meeting student needs. One additional bus was added in the 2015-16 fiscal year, only 15 buses were originally planned.	1,176,951	1,133,760	1,219,498	85,738	7.6%
5511	**Other Transportation:** Transportation to athletic events and various field trips, some expenses are offset by athletic participation fees.	35,533	35,504	33,004	(2,500)	-7.0%
5520	**Property/Liability Insurance:** Insurance protection for the district in the event of lawsuits, property damage, and certain student accidents. Actual cost estimated, student athletic portion bid in June 2014. Expect increase when building project ends and high school coverage returns to budget. The Town of East Hampton and Board of Education share the cost of a consultant who manages the bidding of these policies.	112,761	155,226	129,150	(26,076)	-16.8%
5530-5550	**Communications, printing, newspaper advertising:** Fiber is budgeted here and represents approximately 25% of this category. All telephone and fiber expenses are budgeted net of E-rate reimbursement. East Hampton Schools applies for "ERate" reimbursement for eligible services, reimbursement rates are declining by 50% each year (was 40% in 2014-15 for most services). ERATE is administered through the Universal Service Administrative Company (USAC) an independent, not-for-profit corporation designated by the Federal Communications Commission (FCC) as the administrator of the universal service fund (USF).	97,437	116,032	116,625	593	0.5%

East Hampton Public Schools - Operating Budget Overview
Fiscal Year 2016-17

Object Number	Object Description and Budget Assumptions	2014-15 Actual	2015-16 Budget	2016-17 Proposed	Change $	Change %
5560	**Tuition-RESC:** Tuition as required for currently identified special education students.	467,613	421,217	552,797	131,580	31.2%
5561	**Tuition to Agencies W/In CT:** Tuition as required for currently enrolled students in VOAG and adult ed services. The 2015-16 budget was reduced by $75,000 for Medicaid services reimbursement. During 2015-16 year it was determined this reimbursement more directly impacted services not tuition, see above.	90,677	19,804	131,618	111,814	564.6%
5563	**Tuition to Private Schools:** Tuition as required for currently identified special education students. Budgeted expenditures in 2015-16 and 2016-17 are NOT REDUCED BY EXCESS COST see subtraction below, excess cost is netted in this line within the Town/School finance system	311,700	311,333	424,454	113,121	36.3%
5566	**Magnet School Tuition:** Moderation in rate of growth anticipated with implementation of full day kindergarten	212,293	210,000	192,500	(17,500)	-8.3%
5580	**Staff Travel:** Per collectively bargained contracts including reimbursement of inter-building travel at IRS mileage rates.	11,182	13,965	13,965	0	0.0%
5590	**Other Purchased Services:** Athletic officials, building inspection services, and services supporting professional development activities.	52,366	54,429	50,584	(3,845)	-7.1%
5611	**Supplies, Materials, and Minor Equipment**: Includes copy paper, other daily used instructional materials, and custodial supplies to clean, service, and maintain facility (27% of total 2016-17 budget).	429,137	434,997	436,411	1,414	0.3%
5620 and 5621	**Natural Gas and Heating Oil:** On average for years prior to 2015-16 135,600 gallons of heating oil were used annually. The 2016-17 year will be 100% natural gas with cost estimated provided by CNG. Only the facility utilized by the Learning Center will remain on oil.	343,259	294,626	140,180	(154,446)	-52.4%
5622	**Electricity:** Electricity is split into two different billed and bid services: Transmission and distribution (or delivery) service, provided by Eversource. Electrical supply service or generated electricity: electrical supply service consists of multiple components, including electricity, capacity, and various ancillary costs, this is provided by Transcanada, bid collaboratively with the Town and is committed until December 2018.	350,381	379,500	334,400	(45,100)	-11.9%

East Hampton Public Schools - Operating Budget Overview
Fiscal Year 2016-17

Object Number	Object Description and Budget Assumptions	2014-15 Actual	2015-16 Budget	2016-17 Proposed	Change $	Change %
5623	**Bottled/Compressed Gas:** Cafeteria use is charged to cafeteria fund, other use includes science labs and boiler starts.	1,911	3,000	3,000	0	0.0%
5627	**Motor Fuel:** Supplies for transportation vehicles, 38,820 gallons diesel at $2.223 18,925 gallons of gas at $1.833 Bid coordinated with the town, diesel on fiscal year bid cycle until June 2017, gasoline on calendar bid cycle through December 2017.	154,070	122,315	120,907	(1,408)	-1.2%
5641	**Textbooks/Workbooks:** Purchases to support implementation of district curriculum	81,577	75,000	43,160	(31,840)	-42.5%
5642	**Books/Periodicals:** Purchases to support implementation of Common Core State Standards	30,744	31,440	30,052	(1,388)	-4.4%
5690	**Other Supplies/Materials:** Primarily items utilized in administrative technology support	51,956	53,510	54,410	900	1.7%
5743	**Furniture & fixtures:** Substantial items required to improve student learning	31,329	20,000	15,000	(5,000)	-25.0%
5744	**Computer Equipment:** Substantial items required to maintain/upgrade network and provide technology as required for student use	246,364	75,000	75,000	0	0.0%
5810	**Dues and Fees:** Various professional organizations including CABE, CAPSS, and additionally athletic organizations such as: Shoreline Conference	46,445	51,588	51,608	20	0.0%
	Total	28,632,715	29,239,798	29,844,181	604,383	2.1%
	LESS: Excess cost reimbursement: In accordance with past agreements with the Town Finance Director and Board of Finance, the East Hampton Board of Education's budget is reduced for estimated funding from the State Department of Education for high cost students or excess cost reimbursement. In accordance with state statute section 10-76 the town is obligated to credit the Board of Education only when the Board of Education's expenditures for excess special education costs exceed the budgeted estimates of such expenditures		463,013	508,000	44,987	9.7%
	FINAL TOTAL	28,632,715	28,776,785	29,336,181	559,396	1.94%

Town Manager reduction	$(559,396)
Board of finance addition	500,000
Town Council reduction	(312,500)
Board of Finance addition 5/16/16	115,000
Recommended budget	$29,079,285

AGENDA
ITEM # 9b

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

TOWN COUNCIL
Patience Anderson
Chairperson
Ted Hintz, Jr.
Vice Chairman
Peter Brown
Melissa Engel
Mark Philhower
Josh Piteo
Kevin Reich

LEGAL NOTICE

Town of East Hampton

TOWN MEETING
ANNUAL TOWN BUDGET MEETING
MONDAY, JUNE 6, 2016
TOWN HALL MEETING ROOM
7:00 P.M.

The electors of the Town of East Hampton and those entitled to vote at town meetings are hereby notified that the Annual Town Budget Meeting will be held in the Meeting Room at the East Hampton Town Hall at 20 East High Street in said Town of East Hampton on Monday, June 6, 2016, at 7:00 p.m., which meeting is held for the following purposes:

1. To take action pursuant to Section 7 - 7 of the Connecticut General Statutes to set the time and date for referendum by "YES" or "NO" vote on voting machines for the approval or disapproval of the Annual Budget for fiscal year 2016 - 2017 as recommended by the Town Council.

2. To discuss any other matter proper to come before said meeting.

EAST HAMPTON TOWN COUNCIL
Patience Anderson, Chairperson
Ted Hintz, Jr., Vice Chairman
Pete Brown
Melissa Engel
Mark Philhower
Josh Piteo
Kevin Reich

AGENDA
ITEM # 9c

Do you feel the budget as presented was?

(select only one)

☐ Too High ☐ Too Low ☐ Just right

AGENDA
ITEM # 9d

Below is a partial list of possible events and sites to celebrate the 250th anniversary of East Hampton in 2017. These possibilities will need coordination with multiple town agencies and outside organizations.

Events:

Anniversary tree planting

Time capsule (contest)

Anniversary theme for 2017 parades

Governor presentation

Sears Park festival

5, 10k runs

Historian presentations

Gala dinner

Concerts

High School dramas

Chorus singers

Food festival

History lectures

Cemetery tours

Fireworks

Fundraising:

T-shirts/accessories/ commemorative items

Auction

Raffle

Restaurant coupons

Fundraising continued:

Engraved bricks

Boat contests

Corporate sponsors

Kid coin drive (contest)

Ad book

Date Calendar

Advertising:

Rivereast News Bulletin

AP Day book

Town Website

Broadcast affiliates

Facebook

EH250.org

Hartford Courant Weekend

Direct mail

Press releases

Lawn signs

Street banners

Logo design (contest)

Catch phrase (contest)

AGENDA
ITEM # 10a

Bryant University

HASSENFELD INSTITUTE FOR PUBLIC LEADERSHIP

"If your actions inspire others to dream more, learn more, do more and become more, you are a leader"

— JOHN QUINCY ADAMS

Mission

HASSENFELD INSTITUTE FOR PUBLIC LEADERSHIP

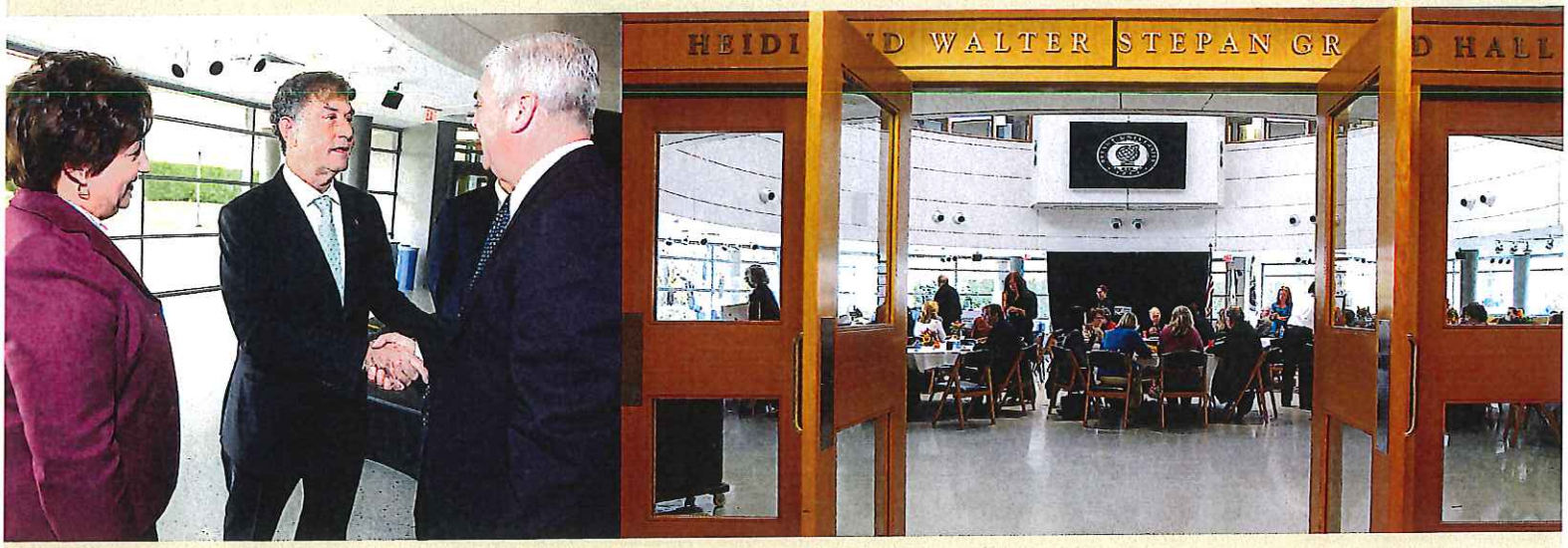
The Hassenfeld Institute for Public Leadership (HIPL) provides public officials and others involved in the development, management, and execution of public policy with the tools and skills needed to make informed decisions and manage responsive organizations in order to govern and lead public sector and non-profit organizations effectively.

"The academic setting at Bryant University, in concert with the terrific faculty and leadership of the Hassenfeld Institute, provides for a unique opportunity for public officials to assess and evaluate their organizations' business processes and to adjust their production to the ever-changing demands of the public and constituencies they serve."

J. JOSEPH BAXTER
STATE COURT ADMINISTRATOR
RHODE ISLAND JUDICIARY

"I can't tell you enough how helpful the program was to the team. In fact, this week as we worked through many of the issues Pawtucket is faced with, we continuously reflected back to the information provided this past weekend."

DONALD GREBIEN
MAYOR
CITY OF PAWTUCKET, RI



Every person has a different idea of what constitutes effective leadership. However, there is one essential element of leadership that may not get enough attention – learning how to lead.

President Kennedy understood the inherent relationship of learning and leadership. On the day he was assassinated, he was supposed to give a speech at the Trade Mart in Dallas to a meeting of citizens, businesspeople, elected officials, and students. To summarize a quotation from his unspoken speech,

"The link between leadership and learning is… essential at the community and global levels… Ignorance and misinformation can handicap the progress of a city or a company."

The Hassenfeld Institute for Public Leadership was established to make education in leadership more accessible to public leaders, providing customized development programs in partnership with Bryant University that give leaders the tools necessary to make informed decisions and manage responsive organizations.

The first leadership development seminar dates to 2010, where founding director, Gary Sasse, brought together newly-elected Mayoral teams to understand what is necessary in the transition from campaigning to governing.

After our first session, the Institute has been sought for leadership development programs for every level of government. Past seminar attendees include members of the State Judiciary and Supreme Court, legislative staff, school and municipal officials, regional planning groups, and gubernatorial cabinets. With every new request, the Bryant University faculty and staff meet with participants to truly understand the priorities and nature of challenges faced by the officials. The curriculum and case studies are tailored to those needs and priorities; this approach allows the Hassenfeld Institute and Bryant University to create a unique experience to learn skills that are applicable Day One post-conference.

Further, as a non-partisan organization, the Hassenfeld Institute facilitates discussions on issues important to public officials that allow multiple stakeholders to share perspectives on issues such as education and infrastructure funding.

Leadership

COMPETENCY MODEL

Public Sector Leaders face innumerable challenges that call for multiple competencies to deliver results. At the Hassenfeld Institute, we ascribe to the philosophy that every leader has a unique leadership style, and, therefore, different strengths. The Leadership Competency Model encompasses the principal areas for leadership development and serves as a guide for program customization.

LEADING CHANGE

Organizations must be able to anticipate changes and effectively react for long-term sustainability. As leaders, you are the drivers of change, and must play a pivotal role in preparing organizations for transitions and be accountable for the end-result. These competencies give leaders the required skills to identify when change is needed and why; create commitment to change; utilize organization dynamics to manage conflict and overcome resistance; communicate clearly about change; design common sense strategies and tactics; and motivate individuals to act.

LEADING PEOPLE

These competencies will prepare you to deal with the "messiness" of managing people in situations that are replete with contradictions, ambiguities, and imperfections. Events, people, or systems do not always act in ways we like, and the tools we provide will make you more organizationally savvy and can result in more effective decision-making and collaboration. Areas for development include managing conflict; motivating employees; creating effective teams; and developing personnel.

DECISION-MAKING AND PROBLEM SOLVING

As leaders, you must be empowered with the tools and techniques for improving the way you make tough, high-stakes decisions. You will learn about how to build an effective team and use its members to garner the advice and information required to make good choices. These competencies focus on the ability to not only make sound decisions with rich data, but to execute plans of action successfully to serve constituent needs.

MANAGING EFFECTIVELY

- Financial Management
- Human Capital Management
- Communications Management
- Project Leadership

These competencies will familiarize you with techniques to effectively lead your organization in areas, such as, directing your organization so it is responsive to policy needs, produces results, and operates within the constraints of available resources.

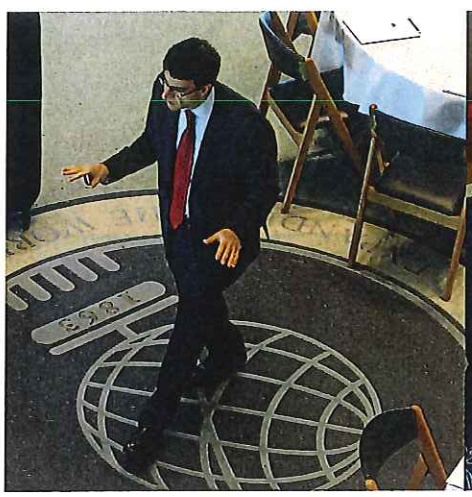
FACILITATING COLLABORATION

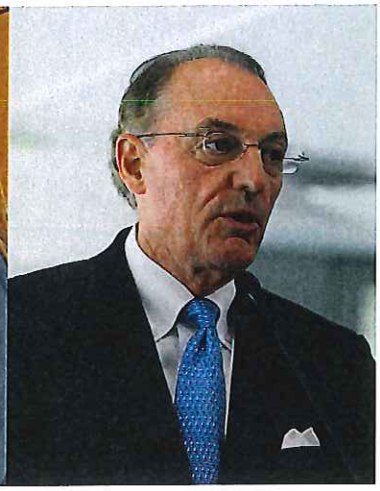
- Negotiating
- Partnering & Coalitions
- Political Savvy
- Building Buy-In
- Creating Small Wins
- Stakeholder Analysis

These skills enable you to develop and employ a critical awareness of the dynamics that define the social and political contexts in which you work, as well as provide you with the tools to proactively, positively, and effectively engage others.

"The Institute provided a valuable team building opportunity that helped during my transition to become Mayor of Providence. All municipal and state leaders who are new to their positions stand to benefit from this program."

ANGEL TAVERAS
MAYOR
CITY OF PROVIDENCE, RI



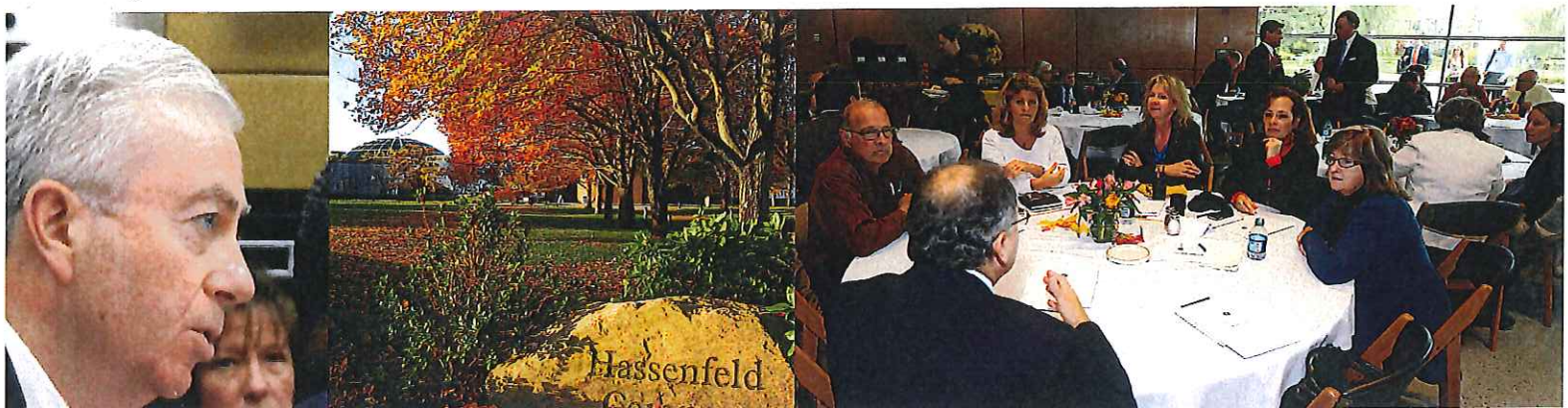


"This is a forum to have a real discussion about what the future is and can be, without the politics involved. It was very powerful walking into a group of officials...all with the goal of doing the right thing."

SCOTT AVEDISIAN
MAYOR
CITY OF WARWICK, RI

"While each session was informative in its own right, what I found particularly useful about the Leadership Seminar for newly elected School Committee members was the blend of factual information, practical tools, and networking that occurred over the two days."

EMILY COPELAND
PORTSMOUTH SCHOOL
COMMITTEE MEMBER



The Hassenfeld Institute for Public Leadership at Bryant University draws upon the expertise of Bryant faculty members and staff who lead participants in intensive seminars that include such topics as leadership, conflict resolution, economics, and team-based decision making.

Founding director, Gary Sasse has a background that encompasses a variety of roles distinguished by his effectiveness as leader and administrator, and as a trusted advisor and consultant with broad experience at the most senior levels of both public and private sectors. In 2008, Sasse was appointed by former Governor Donald Carcieri to serve as Director of the Department of Administration and Department of Revenue. He served as Executive Director for the Rhode Island Public Expenditure Council (RIPEC), a public policy research organization, from 1977 until 2007. Sasse previously held senior positions as a member of the Governor's staff for the State of Tennessee. He holds a bachelor of arts in political science from Florida State University and a master of science in public administration from the University of Missouri.

Program manager, Kathryn Cantwell, M.P.A., has significant experience in communication and project management. Before joining the Hassenfeld Institute, she was the Northeast regional director of Americans Elect and served as a communications intern in the office of R.I. Governor Lincoln Chafee. She is a graduate of the Brown University Taubman Center for Public Policy and American Institutions (MA in Public Affairs) and received a BA in political science and American history from Bridgewater State University.

Hassenfeld Institute for Public Leadership Distinguished Scholars

Lori Coakley, Ph.D.
Associate Professor of Management

Robert Jones, M.P.A.
Director of the Office of Planning and Institutional Research

Richard Holtzman, Ph.D.
Associate Professor of Political Science

Michael Roberto, D.B.A.
Trustee Professor of Management and Director of the Center for Program Innovation

James Segovis, Ph.D.
Associate Professor of Management at Bryant University

Edinaldo Tebaldi, Ph.D.
Assistant Professor of Economics and Director of the Center for Global and Regional Economic Studies at Bryant University

Angela Wicks, Ph.D.
Award-winning Chairman of the Management Department

For more information on upcoming sessions or to discuss a customized program contact:

Kathryn M. Cantwell
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Hassenfeld Institute for Public Leadership

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E-mail: hipl@bryant.edu

www.bryant.edu/about/centers-and-institutes/bryant-institute-for-public-leadership.htm

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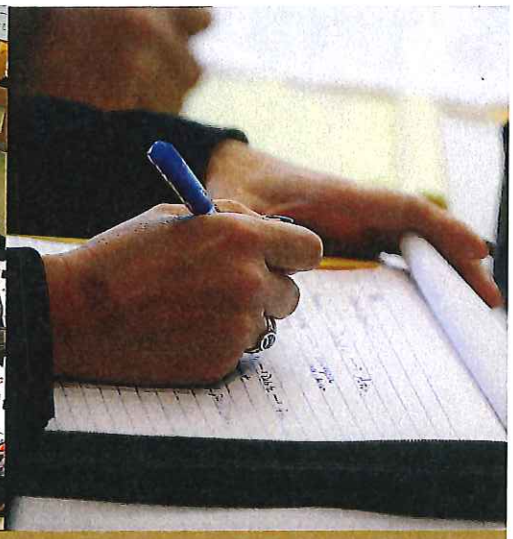


A STATE-MUNICIPAL PARTNERSHIP APPROACH TO GOVERNING

HASSENFELD INSTITUTE FOR PUBLIC LEADERSHIP, BRYANT UNIVERSITY
FISHER STUDENT CENTER, ROOM 2C

OCTOBER 22, 2015

8:00AM-12:00PM

WELCOME

REVIEW STATE-LOCAL RELATIONS SURVEY

EXPERIENCES IN STATE-LOCAL RELATIONS
- -BUILDING A BALLPARK
- -EMERGENCY MANAGEMENT/SHARING SERVICES
- -GROWTH POLICY AND PROPERTY TAXES
- -OTHER

PRIORITIES FOR STATE-LOCAL PARTNERSHIP
- -SURVEY RECOMMENDATIONS
- -DISCUSSION

PROPOSAL FOR A NEW STATE-LOCAL COMPACT

STRATEGIC PLANNING WORKSHOP AGENDA

Hassenfeld Institute for Public Leadership
Monday, August 3, 2015
8:30 a.m. – 4:00 p.m.

8:00 AM	**Continental Breakfast**
8:30 AM	**Welcome & Overview**
8:40 AM	**Appreciative Inquiry**
	Lessons Learned (Group Exercise)
9:45 AM	**Strategic Planning (Presentation)**
10:00 AM	**Strategic Goals – Direction (Group Exercise))**
10:30 AM	**BREAK (People can review each team's goals during this time.)**
10:45 AM	**Strategic Goals – Directions (Group Sharing Exercise)**
11:00 AM	**Strategic Goals – Priorities (Group Consensus Building Exercise)**
12:00 PM	**LUNCH**
12:45 PM	**Strategic Objectives (Presentation)**
1:00 PM	**Strategic Objectives Creation (Group Exercise)**
2:00 PM	**Strategic Goals – Divisional & Office Level (Small Group Exercise)** • **Division and Office Members will create strategic goals for their area.** • **They will create two (2) goals that link to the key Strategic Goals of the Department of Administration and three (3) strategic goals for their area.**
2:30 PM	**BREAK (People can review each team's goals during this time.)**

2:45 PM **Strategic Goals – Divisional & Office Level (Group Discussion Exercise)**

- **Each group will post and share their five goals (2 Linking Goals & 3 Divisional Goals)**
- **Individual groups will indicate their top three goals that they feel most important and valuable.**
- **The session group will critique and discuss the proposed goals.**

3:45 PM **Bringing It All Together**

- **Summarize our accomplishments**
- **Outline our strategic objectives**
- **Specify our next steps**
- **Closing Remarks**

4:00 P.M. **Adjourn**

HASSENFELD INSTITUTE
FOR PUBLIC LEADERSHIP

Bryant University

Customer Service Leadership Development Seminar

Agenda

May 15th, 2014

Session Leader: Lori Coakley, Ph.D.

8:30-9:00: Breakfast in MRC 3

9:00-9:30: Status discussion, what do we do well for customer service, challenges (both internal/external) in Innovation Lab 250

9:30-10:45: Strategies for dealing with difficult customers

10:45-11: 00: Break

11:00-11:15: Communication exercise

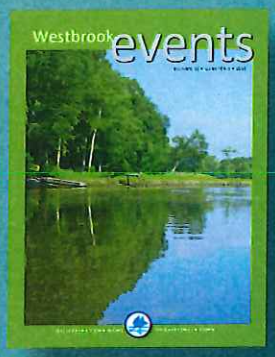
11:15 - 12:30: Building effective communication and trust

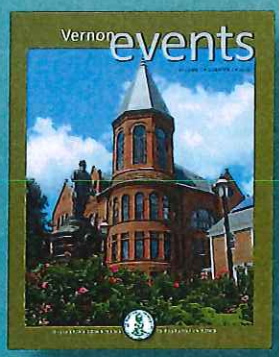
12:30 - 1:15: Lunch

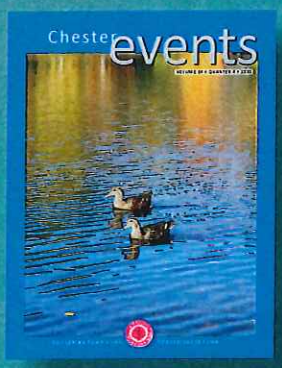
1:15 - 2:00: Strategies for managing difficult interactions

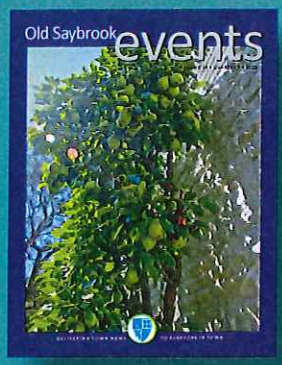
2:00 - 2:45: Putting it altogether: Developing a Code of Conduct

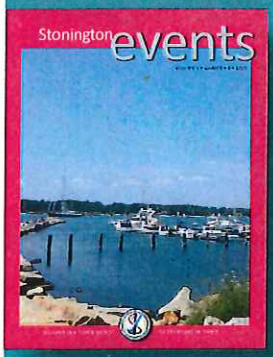
2:45 - 3:00: Completing the work: defining mini-deadlines for accomplishing task

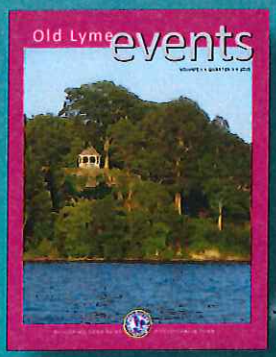


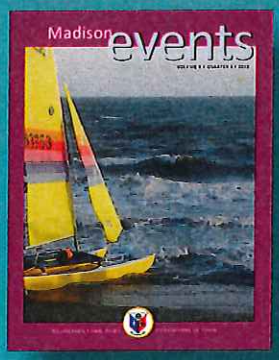


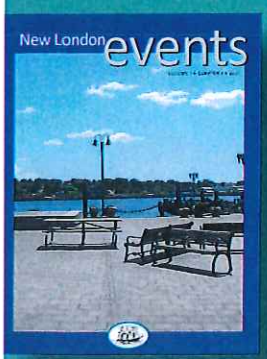












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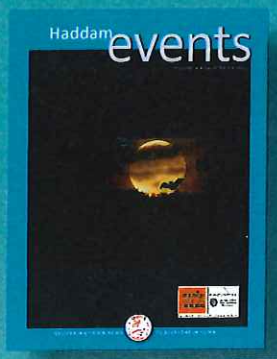

AGENDA
ITEM # 13

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

May 20, 2016

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 $119.72.

Thank you for your assistance.

Nancy Hasselman, CCMC

Nancy Hasselman, CCMC
Collector of Revenue

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52 • 28 +
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