

**TOWN OF EAST HAMPTON
AGENDA REPORT**

AGENDA ITEM: 5A

Item to be presented by: Frank Grzyb
Facilities Manager

DATE: April 4, 2012

SUBJECT: **SEARS PARK--GOVERNOR O'NEILL PERFORMING ARTS GAZEBO**
68 North Main Street; East Hampton, CT

DEPARTMENT: Facilities

RECOMMENDED ACTION

Move to award the above-referenced project to the lowest qualified bidder (Scope Construction Company, Inc.) in the amount of \$162,500 in accordance with their submitted bid (see attached recommendation letter from our Architectural Consultant).

PROJECT UPDATE

The Town received four bids for the above-referenced project. See the attached Bid Results. The Town will move forward with the award in the amount of \$162,500 broken down as follows:

Base Bid	\$179,500.00
<i>plus</i> Allowance for cupola/weathervane	5,000.00
<i>less</i> Alternate #4 and #5	<u>(22,000.00)</u>
Total Contract Award	<u>\$162,500.00</u>

Alternates #1, #2, and #3 will be held open to be added later as the budget allows.

ALTERNATIVE ACTIONS

None required.

FISCAL IMPACT

All costs for this project are covered by the Grant amount of \$200,000.



Cheryl Newton Architect LLC

April 3, 2012

Mr. Frank Gryzb
Facilities Manager
240 Middletown Ave
c/o Town Hall
20 East High Street
East Hampton, CT 06424

Re: Governor William A. O'Neill Performing Arts Gazebo, Sears Park, 68 North Main St, East Hampton, CT

Dear Mr. Grzyb,

I have reviewed the bids from JA Rosa Construction, Kronenberger & Sons Restoration, Mattern Construction and Scope Construction Company, Inc. received Tuesday March 27, 2012 at 11 am for the "Governor William A. O'Neill Performing Arts Gazebo" located in Sears Park, East Hampton CT.

I recommend the Town of East Hampton proceed into contract negotiations with the apparent low bidder, Scope Construction Company, Inc. based upon Base Bid of \$179,500 plus an Allowance of \$5,000 for the Weathervane and Cupola. I also recommend that we proceed with the two deduct alternates, Alternate #4 Deduct -(\$12,000) to Install Asphalt Shingles in lieu of Cedar and Alternate #5 Deduct - (\$10,000) to Install a Broom Finish in lieu of Colored Stamped Concrete. The Total Contract Amount shall be \$162,500. We should also request confirmation in writing from Scope Construction Company Inc. to hold the pricing on Alternate #1, Add \$10,000 for Custom Draperies, Alternate #3, Add \$1,500 for 6 Theatre Lights and Accessories and Alternate #2 Add \$4,700 for Parking Space, additional Sidewalk and Sign.

We have also received the AIA Contractor Qualifications Statement A305, List of Current Projects and References. I have contacted Dave Palmer from the Town of Farmington and Bill Scheer from the Hole in the Wall Gang Camp. Both project representatives said that Scope Construction completed the projects on time, within budget, were a pleasure to work with, quality of work was excellent and the change order process went smoothly because Scope Construction offered alternatives that were helpful in the decision making process.

Please do not hesitate to contact me if you have any questions or would like additional information.

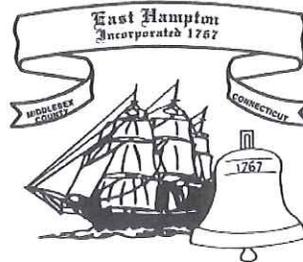
Sincerely,

A handwritten signature in cursive script that reads "Cheryl Newton, AIA".

Cheryl Newton, AIA

TOWN OF
EAST HAMPTON
CONNECTICUT

Board of Finance
2012-2013 Recommended Budget
For
Town Council



April 4, 2012

20 East High Street
East Hampton, CT 06424
860.267.7548
www.easthamptonct.gov

TOWN OF EAST HAMPTON
BOARD OF FINANCE PROPOSED BUDGET
July 1, 2012 - June 30, 2013

	Actual 2009-2010	Actual 2010-2011	Approved 2011-2012	Board of Finance Proposed 2012-2013	INCREASE/ (DECREASE)	Percent Change
EXPENDITURES						
EDUCATION	\$ 25,689,955	\$ 26,520,951	\$ 26,212,002	\$ 27,063,340	\$ 851,338	3.25%
TOWN OPERATIONS						
ADMINISTRATION & FINANCE	3,025,161	3,375,948	3,426,250	3,563,451	137,201	4.00%
PUBLIC SAFETY	2,044,774	2,170,438	2,104,091	2,175,774	71,683	3.41%
HEALTH & HUMAN SERVICES	351,367	361,852	382,024	389,287	7,263	1.90%
CULTURE & RECREATION	916,666	917,464	952,017	962,977	10,960	1.15%
REGULATORY	449,453	430,429	369,151	400,572	31,421	8.51%
PUBLIC WORKS	1,906,908	1,901,286	2,022,958	2,013,320	(9,638)	-0.48%
TRANSFERS TO OTHER FUNDS						
VILLAGE WATER SYSTEM	60,000	45,000	60,000	47,500	(12,500)	-20.83%
OTHER FUNDS	229,864	30,000	30,000	30,000	-	0.00%
CAPITAL IMPROVEMENT	1,354,277	1,089,500	980,500	976,972	(3,528)	-0.36%
DEBT SERVICE	1,908,877	1,661,969	1,225,298	1,196,537	(28,761)	-2.35%
TOTAL EXPENDITURES	\$ 37,937,302	\$ 38,504,836	\$ 37,764,291	\$ 38,819,730	\$ 1,055,439	2.79%
REVENUES						
FEDERAL REVENUES	\$ 1,083,643	\$ 1,086,046	\$ -	\$ -	\$ -	
GRANTS - STATE OF CT (EDUCATION)	7,869,964	7,891,987	7,910,416	7,975,686	65,270	0.83%
GRANTS - STATE OF CT (OTHER)	462,421	399,222	505,521	441,514	(64,007)	-12.66%
LICENSES, PERMITS AND FEES	448,404	338,196	403,000	382,720	(20,280)	-5.03%
OTHER REVENUE	91,544	145,851	66,595	72,454	5,859	8.80%
INVESTMENT INCOME	79,277	31,700	60,000	45,000	(15,000)	-25.00%
PROPERTY TAX REVENUE (PRIOR YEARS)	632,186	901,272	752,600	822,700	70,100	9.31%
TRANSFERS FROM OTHER FUNDS	21,986	22,646	22,646	23,099	453	2.00%
VOLUNTEER TAX ABATEMENT			(64,000)	(64,000)	-	0.00%
TOTAL REVENUES (Before taxes & fund balance)	\$ 10,689,425	\$ 10,816,920	\$ 9,656,778	\$ 9,699,173	\$ 42,395	0.44%
FUND BALANCE	-	-	-	-	-	
PROPERTY TAXES (CURRENT)	\$ 26,727,834	\$ 27,955,163	\$ 28,107,513	\$ 29,120,557		
TOTAL REVENUES	\$ 37,417,259	\$ 38,772,083	\$ 37,764,291	\$ 38,819,730	\$ 1,055,439	2.79%
NET GRAND LIST	\$ 1,141,624,539	\$ 1,111,118,673	\$ 1,114,684,030	\$ 1,127,814,297		
VALUE OF MILL ESTIMATED COLLECTION RATE	\$ 1,121,075 98.20%	\$ 1,091,119 98.20%	\$ 1,094,620 98.20%	\$ 1,103,151 97.90%		
CALCULATED MILL RATE	24.01	25.81	25.68	26.40	0.72	2.80%

Example of Estimated Taxes

2012-2013

Proposed Mill Rate	26.40
Proposed Mill Rate Change	0.72

Market Value	Assessment	Taxes	Yearly Increase	Monthly Increase
\$ 142,857	\$ 100,000	\$ 2,640.00	\$ 72.00	\$ 6.00
\$ 214,286	\$ 150,000	\$ 3,960.00	\$ 108.00	\$ 9.00
\$ 285,714	\$ 200,000	\$ 5,280.00	\$ 144.00	\$ 12.00
\$ 357,143	\$ 250,000	\$ 6,600.00	\$ 180.00	\$ 15.00
\$ 428,571	\$ 300,000	\$ 7,920.00	\$ 216.00	\$ 18.00

TOWN OF EAST HAMPTON
JULY 1, 2012 - JUNE 30, 2013
ESTIMATED REVENUES

	Actual 2008-2009	Actual 2009-2010	Actual 2010-2011	Budget 2011-2012	Budget 2012-2013	Increase/ (Decrease)	Percent Change
FEDERAL GRANTS							
ARRA - Fiscal Stabilization (ECS)	\$ -	\$ 1,083,643	\$ 1,083,643	\$ -	\$ -	-	
Miscellaneous			2,403				
Total		1,083,643	1,086,046	-	-	-	
EDUCATION GRANTS - STATE							
Education Cost Sharing	7,598,829	6,490,084	6,520,991	7,595,720	7,665,929	70,209	0.92%
Special Education Excess Cost	595,111	606,440	794,490	-	-	-	
School Transportation	235,675	141,770	126,476	120,381	120,229	(152)	-0.13%
Adult Education	23,670	25,154	22,589	23,238	23,557	319	1.37%
Board of Education Services for the Blind	4,195	-	-	-	-	-	
Principal/Interest Subsidy - Bonds	649,543	606,516	427,441	171,077	165,971	(5,106)	-2.98%
Total	9,107,023	7,869,964	7,891,987	7,910,416	7,975,686	65,270	0.83%
GENERAL OPERATING GRANTS - STATE							
State Owned Property	142,570	121,788	117,342	112,764	112,631	(133)	-0.12%
Mashantucket Pequot/Mohegan grant	118,922	56,416	55,496	50,000	56,034	6,034	12.07%
Disability Tax Relief	1,087	1,008	1,067	1,000	1,200	200	20.00%
Elderly Tax Relief (Freeze & Circuit Breaker)	52,594	50,612	46,443	45,000	46,166	1,166	2.59%
Veterans Exemptions	3,767	4,635	4,593	3,700	4,100	400	10.81%
Manufacturer Equipment	21,554	21,233	15,087	-	15,087	15,087	
Boat Registrations	13,378	6,855	10,827	-	-	-	
Youth & Family Services	16,098	16,100	16,101	16,100	16,100	-	0.00%
State Infrastructure (LOCIP)	96,374	139,428	94,898	97,371	97,371	-	0.00%
Property Tax Relief - Municipal Revenue Share	-	-	-	135,616	60,265	(75,351)	-55.56%
Telephone Access Line Share	62,003	42,704	31,927	42,000	31,900	(10,100)	-24.05%
Civil Preparedness	-	-	4,431	1,000	-	(1,000)	-100.00%
Miscellaneous	5,185	1,642	1,010	970	660	(310)	-31.96%
Total	533,532	462,421	399,222	505,521	441,514	(64,007)	-12.66%
TOTAL STATE FUNDING	9,640,555	8,332,385	8,291,209	8,415,937	8,417,200	1,263	0.02%
LICENSES, FEES AND PERMITS							
Town Clerk's Office	222,726	232,658	198,148	230,200	222,700	(7,500)	-3.26%
Police Department	6,012	7,051	8,087	6,600	6,800	200	3.03%
Finance & Accounting (Tax & Assessing)	3,252	3,513	2,801	1,700	1,700	-	0.00%
Blasting Permits	305	240	30	400	240	(160)	-40.00%
Animal Control Fees	500	1,085	880	700	540	(160)	-22.86%
Building Department	91,360	125,238	78,450	99,200	90,240	(8,960)	-9.03%
Planning/Zoning Commission	2,105	38,520	5,555	6,000	5,000	(1,000)	-16.67%
Zoning Board of Appeals	1,515	340	500	500	200	(300)	-60.00%
Inland Wetlands Commission	912	3,820	1,831	3,000	1,500	(1,500)	-50.00%
Public Works Department	-	750	80	-	-	-	
Library Fees	2,400	2,438	3,311	2,400	3,000	600	25.00%
Middle Haddam Hist. District	325	200	425	300	300	-	0.00%
Park & Recreation	-	-	-	-	-	-	
Transfer Station Fees	33,152	32,551	38,098	52,000	50,500	(1,500)	-2.88%
Total	364,564	448,404	338,196	403,000	382,720	(20,280)	-5.03%

TOWN OF EAST HAMPTON
 JULY 1, 2012 - JUNE 30, 2013
 ESTIMATED REVENUES

	Actual 2008-2009	Actual 2009-2010	Actual 2010-2011	Budget 2011-2012	Budget 2012-2013	Increase/ (Decrease)	Percent Change
OTHER REVENUE							
Tuition	8,591	12,423	-	-	2,559	2,559	
Use of Schools	-	-	-	-	-	-	
Finance Department	360	1,078	13,932	510	510	-	0.00%
Building Department	25	5	5	25	25	-	0.00%
Community Room Rental	260	450	550	400	400	-	0.00%
Housing Authority Reimbursement	21,471	19,981	12,161	11,000	11,800	800	7.27%
Sears Park Stickers	10,921	14,122	16,213	12,000	16,000	4,000	33.33%
Pavilion Rental	900	850	525	600	600	-	0.00%
Library Receipts	12,549	13,537	13,492	13,500	12,000	(1,500)	-11.11%
Cell tower rent	24,840	24,842	24,840	28,560	28,560	-	0.00%
Fire Marshall	-	10	50	-	-	-	
Insurance reimbursement	-	-	23,431	-	-	-	
Sale of equipment	-	-	19,021	-	-	-	
Miscellaneous	3,000	4,246	21,631	-	-	-	
Total	82,917	91,544	145,851	66,595	72,454	5,859	8.80%
INTEREST INCOME							
	140,167	79,277	31,700	60,000	45,000	(15,000)	-25.00%
PROPERTY TAX REVENUE - OTHER							
Supp. Motor Vehicle	212,297	173,643	189,202	175,000	190,000	15,000	8.57%
Back Taxes	283,559	285,504	460,019	375,000	415,000	40,000	10.67%
Interest on back taxes	185,158	170,170	248,403	200,000	215,000	15,000	7.50%
Lien Fees	2,573	2,869	3,648	2,600	2,700	100	3.85%
Total	683,587	632,186	901,272	752,600	822,700	70,100	9.31%
TRANSFERS FROM OTHER FUNDS							
W.P.C.A. / Joint Facilities (Interfund Service Charge)	21,346	21,986	22,646	22,646	23,099	453	2.00%
Total	21,346	21,986	22,646	22,646	23,099	453	2.00%
VOLUNTEER TAX ABATEMENT							
	\$0	\$0	\$0	(\$64,000)	(\$64,000)	-	0.00%
FUND BALANCE DESIGNATION							
CURRENT TAXES							
	26,232,285	26,727,834	27,955,163	28,107,513	29,120,557	1,013,044	3.60%
TOTAL REVENUES							
	\$ 37,165,421	\$ 37,417,259	\$ 38,772,083	\$ 37,764,291	\$ 38,819,730	1,055,439	2.79%

TOWN OF EAST HAMPTON
 BOARD OF FINANCE PROPOSED BUDGET
 JULY 1, 2012 - JUNE 30, 2013

2012-2013

	FY 2012 to FY 2013									
	Department				Town Manager	Board of Finance	Board of Finance			
	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	Request 2012-2013	Proposed 2012-2013	4-4-2012 Approved Changes	Proposed 2012-2013	Increase (Decrease)	Percent Change	
ADMINISTRATION & FINANCE										
TOWN MANAGER'S DEPARTMENT	\$ 315,909	\$ 366,889	\$ 300,061	\$ 308,681	\$ 295,681	\$ -	\$ 295,681	\$ (4,380)	-1.46%	
COUNCIL - SPECIAL PROGRAMS	13,253	15,123	35,464	24,657	19,657		19,657	(15,807)	-44.57%	
FACILITIES ADMINISTRATOR	104,154	112,766	114,523	114,114	114,114		114,114	(409)	-0.36%	
LEGAL DEFENSE & FEES	104,617	225,390	125,000	125,000	125,000		125,000	-	0.00%	
TOWN HALL & HUMAN SVS. ANNEX	245,853	282,560	254,958	257,167	257,167		257,167	2,209	0.87%	
FINANCE AND ACCOUNTING	437,684	439,395	409,778	416,910	413,910		413,910	4,132	1.01%	
COLLECTOR OF REVENUE	145,711	154,696	167,814	170,177	170,177		170,177	2,363	1.41%	
ASSESSOR'S OFFICE	151,715	158,553	175,344	174,929	174,929		174,929	(415)	-0.24%	
BOARD OF ASSESSMENT APPEALS	888	2,061	323	1,177	1,177		1,177	854	264.40%	
TOWN CLERK'S OFFICE	174,827	178,864	177,016	182,879	180,879		180,879	3,863	2.18%	
REGISTRARS/ELECTIONS	28,527	39,491	48,841	50,347	50,347		50,347	1,506	3.08%	
PROBATE COURT	2,087	7,680	12,527	13,224	13,224		13,224	697	5.56%	
GENERAL INSURANCE	204,691	222,305	230,750	253,000	253,000		253,000	22,250	9.64%	
EMPLOYEE BENEFITS	1,095,245	1,170,174	1,216,976	1,389,271	1,339,671	(10,000)	1,329,671	112,695	9.26%	
INFORMATION TECHNOLOGY	-	-	56,875	64,518	64,518		64,518	7,643	13.44%	
CONTINGENCY	-	-	100,000	100,000	100,000		100,000	-	0.00%	
TOTAL	3,025,161	3,375,948	3,426,250	3,646,051	3,573,451	(10,000)	3,563,451	137,201	4.00%	
PUBLIC SAFETY										
POLICE ADMINISTRATION	269,906	309,663	280,897	286,959	290,959		290,959	10,062	3.58%	
POLICE REGULAR PATROL	1,318,323	1,324,568	1,313,044	1,364,264	1,329,877		1,329,877	16,833	1.28%	
LAKE PATROL/BOAT REGISTRATIONS	3,808	4,931	4,361	3,706	3,706		3,706	(655)	-15.02%	
ANIMAL CONTROL	48,583	61,830	32,188	39,856	39,856		39,856	7,668	23.82%	
STREET LIGHTING	55,473	56,920	61,000	60,000	60,000		60,000	(1,000)	-1.64%	
FIRE DEPARTMENT	192,079	228,493	231,703	270,759	251,759		251,759	20,056	8.66%	
FIRE MARSHAL	32,067	41,641	36,245	56,313	43,373		43,373	7,128	19.67%	
TOWN CENTER FIRE SYSTEM	10,450	13,832	10,260	10,260	10,260		10,260	-	0.00%	
E. HAMPTON AMBULANCE ASSOC.	2,895	4,969	6,910	6,910	6,910		6,910	-	0.00%	
CIVIL PREPAREDNESS / L.E.P.C	922	7,634	8,550	11,550	11,550		11,550	3,000	35.09%	
COMMUNICATIONS SYSTEM	110,268	115,957	118,933	127,524	127,524		127,524	8,591	7.22%	
TOTAL	2,044,774	2,170,438	2,104,091	2,238,101	2,175,774	-	2,175,774	71,683	3.41%	
HEALTH AND HUMAN SERVICES										
HEALTH DEPARTMENT	100,384	101,480	105,320	107,242	107,242		107,242	1,922	1.82%	
HUMAN SERVICES	105,694	108,557	112,459	112,033	112,033		112,033	(426)	-0.38%	
TRANSPORTATION	52,600	52,600	54,100	54,100	54,100		54,100	-	0.00%	
SENIOR CENTER	89,049	95,445	106,345	107,112	107,112		107,112	767	0.72%	
COMMUNITY SERVICES	3,640	3,770	3,800	3,800	3,800		3,800	-	0.00%	
CEMETERY CARE	-	-	-	5,000	5,000		5,000	5,000		
TOTAL	351,367	361,852	382,024	389,287	389,287	-	389,287	7,263	1.90%	
CULTURE AND RECREATION										
PARK & RECREATION	351,269	345,030	359,156	361,069	361,069		361,069	1,913	0.53%	
E H COMMUNITY CENTER	151,192	152,563	163,441	162,815	162,815		162,815	(626)	-0.38%	
E HAMPTON PUBLIC LIBRARY	406,705	412,870	422,420	429,093	429,093		429,093	6,673	1.58%	
MIDDLE HADDAM LIBRARY	7,500	7,000	7,000	7,000	7,000	3,000	10,000	3,000	42.86%	
TOTAL	916,666	917,464	952,017	959,977	959,977	3,000	962,977	10,960	1.15%	

**TOWN OF EAST HAMPTON
BOARD OF FINANCE PROPOSED BUDGET
JULY 1, 2012 - JUNE 30, 2013**

2012-2013

FY 2012 to FY 2013

	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	Department Request 2012-2013	Town Manager	Board of Finance	Board of Finance	Increase (Decrease)	Percent Change
					Proposed 2012-2013	4-4-2012 Approved Changes	Proposed 2012-2013		
REGULATORY									
PLANNING, ZONING & BUILDING	390,308	414,924	336,422	347,692	347,692		347,692	11,270	3.35%
ECONOMIC DEVELOPMENT	36,308	3,871	11,383	36,827	31,827		31,827	20,444	179.60%
CONSERVATION AND LAKE COMMISSION	20,643	9,697	16,211	16,242	16,242		16,242	31	0.19%
REDEVELOPMENT AGENCY	896	857	3,365	3,041	3,041		3,041	(324)	-9.63%
MIDDLE HADDAM HISTORIC DISTRICT	1,298	1,081	1,770	1,770	1,770		1,770	-	0.00%
TOTAL	449,453	430,429	369,151	405,572	400,572	-	400,572	31,421	8.51%
PUBLIC WORKS									
PUBLIC WORK DEPARTMENT	1,147,145	1,236,269	1,240,065	1,248,402	1,243,152		1,243,152	3,087	0.25%
PUBLIC WORKS - ENGINEERING	104,799	32,981	60,000	103,613	103,613	(44,500)	59,113	(887)	-1.48%
TOWNWIDE MOTOR FUEL	136,567	135,958	162,400	188,231	188,231		188,231	25,831	15.91%
TOWN GARAGE	49,045	43,421	53,617	57,406	57,406		57,406	3,789	7.07%
ROAD MATERIALS	304,445	298,856	348,856	358,085	308,000		308,000	(40,856)	-11.71%
TRANSFER STATION	154,127	142,612	146,770	146,118	146,118		146,118	(652)	-0.44%
SEPTAGE DISPOSAL	10,780	11,188	11,250	11,250	11,300		11,300	50	0.44%
TOTAL	1,906,908	1,901,286	2,022,958	2,113,105	2,057,820	(44,500)	2,013,320	(9,638)	-0.48%
TOTAL OPERATING BUDGET (TOWN)									
	8,694,329	9,157,417	9,256,491	9,752,093	9,556,881	(51,500)	9,505,381	248,890	2.69%
DEBT SERVICE									
	1,908,877	1,661,969	1,225,298	1,245,937	1,196,537	-	1,196,537	(28,761)	-2.35%
CONTRIBUTIONS TO OTHER FUNDS									
TRANSFER TO CAPITAL RESERVE FUND	1,354,277	1,089,500	980,500	1,014,972	1,014,972	(38,000)	976,972	(3,528)	-0.36%
TRANSFER TO WATER FUND	60,000	45,000	60,000	47,500	47,500		47,500	(12,500)	-20.83%
TRANSFER TO COMP. ABSENCES FUND	229,864	30,000	30,000	30,000	30,000		30,000	-	0.00%
TOTAL	1,644,141	1,164,500	1,070,500	1,092,472	1,092,472	(38,000)	1,054,472	(16,028)	-1.50%
EDUCATION									
	25,689,955	26,520,951	26,212,002	27,238,340	27,238,340	(175,000)	27,063,340	851,338	3.25%
TOTAL	\$ 37,937,302	\$ 38,504,836	\$ 37,764,291	\$ 39,328,842	\$ 39,084,230	(264,500)	\$ 38,819,730	1,055,439	2.79%

TOWN OF EAST HAMPTON
 CAPITAL IMPROVEMENT PLAN
 FISCAL YEAR 2012-2013

Cash Financing

Project Name	Department	2012-2013			
		Department Request	Manager Recommend	Committee Recommended	Finance Recommended
Shelving / Furniture	Library	20,000	20,000	20,000	20,000
Window Replacement	Library / Community Center	15,000	15,000	15,000	15,000
Fire Alarm Replacement	Library / Community Center	45,000	-	-	-
Sears Park Bathhouse Repairs	Parks & Recreation	10,400	10,400	10,400	10,400
Storm water run off remediation	Parks & Recreation	120,000	120,000	120,000	120,000
61" Scag Mower	Parks & Recreation	13,000	-	-	-
Room divider in new addition	Senior Center	13,000	13,000	13,000	-
Furniture	Senior Center	10,000	10,000	10,000	-
Repair to school parking lots	Board of Education	20,000	-	-	-
Delivery Van (Replaces 1995 Van)	Board of Education	20,000	20,000	20,000	20,000
Board of Education Computer Lease (Phase I)	Board of Education	50,222	50,222	50,222	50,222
Board of Education Computer Lease (Phase II)	Board of Education	25,950	25,950	25,950	25,950
Classroom Technology	Board of Education	50,000	-	-	-
Emergency Generator - Board of Ed. Offices	BOE Central Office	15,000	-	-	-
Playground equipment	Center School	20,000	20,000	20,000	20,000
Track resurface sinking fund	High School	15,000	15,000	15,000	15,000
Tennis court repairs	High School	10,000	10,000	10,000	10,000
Language Lab	High School	75,000	-	-	-
Emergency Generator - Computer Server room	High School	15,000	15,000	15,000	15,000
Refinish gym floor (Memorial School)	Memorial School	25,000	-	-	-
Playground (Memorial School)	Memorial School	30,000	-	-	-
Bathroom Partitions	Memorial School	25,000	12,500	12,500	12,500
Baseball Field Drainage / Infield Replacement	Middle School	20,000	-	-	-
Refinish gym floor (Middle School)	Middle School	25,000	25,000	25,000	25,000
Center School - Parking/Turn Around	Center School	15,000	15,000	-	-
Upgrade servers / printers	General Government	10,000	10,000	10,000	10,000
Revaluation	Tax Assessor	25,000	25,000	25,000	25,000
Town Hall repairs	Town Hall	13,000	13,000	13,000	13,000
Sinking fund for debt service	Town Wide	125,000	100,000	100,000	100,000
G.I.S. Mapping	Town Wide	28,000	28,000	28,000	28,000
Company #1 & 3 Vehicle Exhaust system	Fire Department	25,000	12,500	12,500	12,500
Kitchen renovations Company #1	Fire Department	47,000	-	-	-
Sinking fund for Fire vehicle repairs	Fire Department	30,000	30,000	30,000	30,000
Turnout gear	Fire Department	18,000	18,000	18,000	18,000
Air Bags - Extrication	Fire Department	11,000	11,000	11,000	11,000
Replace infrared cameras	Fire Department	32,175	21,500	21,500	21,500
Air Bottles	Fire Department	14,000	14,000	14,000	14,000
Rescue Boat Replacement	Police	10,000	10,000	10,000	10,000
Police Standard Operating Procedures	Police	8,000	8,000	8,000	8,000
Cruisers and Conversion Equip.	Police Department	59,000	39,000	39,000	39,000
Upgrade unimproved roads	Public Works	40,000	-	-	-
Sidewalk repair and replacement	Public Works	50,000	50,000	50,000	50,000
Road Repair / Maintenance	Public Works	200,000	150,000	150,000	150,000
Ford F-150 4x4 pick-up truck	Public Works	20,400	20,400	20,400	20,400
Ford F-550 Dump Truck with slide in sander & plow	Public Works	84,000	84,000	84,000	84,000
Mini Loader	Public Works	35,000	35,000	35,000	35,000
TOTAL CAPITAL PROGRAM		\$ 1,587,147	\$ 1,076,472	\$ 1,061,472	\$ 1,038,472

Funding				
General Fund Contribution	\$	1,014,972	\$ 999,972	\$ 976,972
Public Works sinking fund for vehicles		61,500	61,500	61,500
Total Funding	\$	1,076,472	\$ 1,061,472	\$ 1,038,472

East Hampton Board of Education Approved Budget

	2011 Actual	2012 Revised Budget	2013 BOE Approved	\$ Change	% Change	
5111 Certified Salaries	\$ 12,828,494	\$ 13,257,259	\$ 13,619,343	\$ 362,084	2.7%	
5112 Classified Salaries	3,414,408	3,306,259	3,555,286	249,027	7.5%	
5210 Medical Insurance	3,696,624	3,795,600	3,920,635	125,035	3.3%	
5212 OPEB Contribution	30,000	0	0	-		
5213 Life Insurance	48,106	56,000	57,600	1,600	2.9%	
5220 Social Security	220,265	227,890	232,168	4,278	1.9%	
5221 Medicare	194,985	219,085	219,092	7	0.0%	
5230 Pension	318,680	310,000	325,000	15,000	4.8%	
5250 Unemployment Compensation	36,053	70,000	40,000	(30,000)	-42.9%	
5260 Worker's Compensation	111,519	88,000	101,000	13,000	14.8%	
5290 Other Employee Benefits	3,363	1,980	1,980	-	0.0%	
5316 Computer Consulting Services	136,680	66,402	100,202	33,800	50.9%	
5319 Meetings/Conferences/Training	9,039	20,300	23,800	3,500	17.2%	
5330 Professional/Tech. Services	451,705	521,000	675,800	154,800	29.7%	
5410 Public Utilities	31,896	32,000	33,000	1,000	3.1%	
5430 Bldg & Equip Maint/Repair	445,507	240,613	238,063	(2,550)	-1.1%	
5432 Heating & Ventilation Repair	40,328	35,000	35,000	-	0.0%	
5433 Security System Repair	3,985	3,500	2,500	(1,000)	-28.6%	
5434 Fire Protection	30,014	24,000	24,000	-	0.0%	
5435 Refuse Removal	30,048	33,000	34,000	1,000	3.0%	
5436 Water & Underground Tank Test.	5,362	4,000	5,000	1,000	25.0%	
5437 Pest Control	3,326	3,500	3,500	-	0.0%	
5438 Vehicle Repair/Maintenance	2,049	2,500	2,500	-	0.0%	
5439 Tile & Carpet Replacement	15,333	8,500	8,500	-	0.0%	
5440 Rental	84,585	109,900	109,900	-	0.0%	
5510 Pupil Transportation	1,358,321	1,363,000	1,218,063	(144,937)	-10.6%	
5511 Other Transportation	7,861	5,518	4,915	(603)	-10.9%	
5520 Property/Liability Insurance	108,631	110,000	132,109	22,109	20.1%	
5530 Communications	39,034	57,715	47,055	(10,660)	-18.5%	
5540 Newspaper Advertising	630	4,613	2,113	(2,500)	-54.2%	
5550 Printing/Binding	24,019	30,923	31,083	160	0.5%	
5560 Tuition-RESC	122,126	126,811	260,045	133,234	105.1%	
5561 Tuition to Agencies W/In State	99,082	97,700	105,431	7,731	7.9%	
5563 Tuition to Private Schools	673,019	64,448	76,640	12,192	18.9%	
5566 Magnet School Tuition	74,348	90,000	99,600	9,600	10.7%	
5580 Staff Travel	14,906	13,112	13,012	(100)	-0.8%	
5590 Other Purchased Services	69,604	70,067	69,523	(544)	-0.8%	
5611 Supplies/Materials/Minor Equip	438,474	438,120	439,300	1,180	0.3%	
5620 Heating Oil	365,051	369,000	419,900	50,900	13.8%	
5622 Electricity	390,049	433,536	425,000	(8,536)	-2.0%	
5623 Bottled/Compressed Gas	2,422	2,000	2,500	500	25.0%	
5627 Motor Fuel	159,792	199,500	220,420	20,920	10.5%	
5641 Textbooks/Workbooks	130,955	106,069	100,732	(5,337)	-5.0%	
5642 Books/Periodicals	36,675	33,711	36,611	2,900	8.6%	
5690 Other Supplies/Materials	38,710	52,091	52,877	786	1.5%	
5735 Technology Software	0	400	400	-	0.0%	
5743 Furniture & fixtures	86,975	26,178	30,663	4,485	17.1%	
5744 Computer Equipment	36,568	30,000	30,000	-	0.0%	
5810 Dues and Fees	48,279	51,202	52,479	1,277	2.5%	
5890 Other	3,063	0	0	-		
GRAND TOTAL	\$ 26,520,951	\$ 26,212,002	\$ 27,238,340	\$ 1,026,338	3.92%	
			Board of Finance proposed reduction	(\$175,000)	(\$175,000)	
			Board of Finance proposed BOE budget	\$ 27,063,340	\$ 851,338	3.25%

**TOWN OF EAST HAMPTON
AGENDA REPORT**

Agenda Item: 8B

Item to be presented by: Jeff Jylkka
Finance Director

DATE: April 10, 2012
SUBJECT: Senior Center Capital Equipment
DEPARTMENT: Capital Reserve Fund

RECOMMENDED ACTION

To transfer \$23,000 from the Capital Reserve Fund Contingency account to fund Senior Center furniture (\$10,000) and a room partition (\$13,000) as recommended by the Board of Finance on 03-26-2012. Accounts to be transferred to/from are below:

From

Capital Reserve Fund - Contingency	50120000-5990	\$ 23,000
------------------------------------	---------------	-----------

To

Senior Center Furniture	50330000-5743-39010	\$ 10,000
Senior Center Building	50330000-5720-39010	13,000

BACKGROUND

The above transfer is being requested to fund senior center capital items that were included as part of the Town Manager's 2012-2013 Capital Improvement Plan. The authorization of funding now will allow the Senior Center to purchase these items in the current fiscal year.

ALTERNATIVE ACTIONS

Other direction as determined by the Town Council.

FISCAL IMPACT

Funding is from the Capital reserve fund contingency account. There is currently \$55,376 available.

**TOWN OF EAST HAMPTON
AGENDA REPORT**

AGENDA ITEM: 11A

DATE: April 10, 2012

SUBJECT: Adoption of Fair Housing Resolutions as Required by DECD

DEPARTMENT: Town Manager's Office

RECOMMENDED ACTION

1. Recognition and adoption of the Town of East Hampton Fair Housing Resolution
2. Recognition and adoption of the Town of East Hampton Fair Housing Policy Statement
3. Recognition and adoption of the Title VI Equal Opportunity Statement
4. Recognition and adoption of the Affirmative Action Policy Statement

BACKGROUND

April is designated as Fair Housing Month and the Town of East Hampton wishes to readdress its commitment to and support of the principles and practices of Fair Housing and Equal Opportunity. The Town is committed to providing information available to the public and employees regarding fair housing opportunities and other equal opportunities. The Town is also committed to seeking out workshops and other networks to educate and better inform the public and employees about Fair Housing, Equal Opportunity and American with Disabilities Act (ADA) improvements to public buildings. This effort to promote Fair Housing and Equal Opportunity for all during this month will also meet requirements for the Small Cities Community Development Block Grant (CDBG) Program, and is important for any future application requests.

ALTERNATIVE ACTIONS

Other direction as determined by the Town Council.

FISCAL IMPACT

None

Office of the Town Manager
Town of East Hampton
Connecticut

John Weichsel
Interim Town Manager

Town Council
Susan B. Weintraub, Chairperson
Glenn S. Suprono, Vice Chairman
Kyle R. Dostaler
Ted Hintz, Jr.
Derek M. Johnson
Barbara W. Moore
George Pfaffenbach

FAIR HOUSING RESOLUTION

- Whereas, All persons are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and
- Whereas, Federal fair housing laws require that all individuals, regardless of race, color, religion, sex, handicap, familial status or national origin, be given equal access to all housing-related opportunities, including rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and
- Whereas, Connecticut fair housing laws require that all individuals, regardless of race, creed, color, national origin, ancestry, sex, marital status, age, lawful source of income, familial status, learning disability, physical or mental disability, sexual orientation, be given equal access to all housing-related opportunities, including rental and home ownership opportunities, and be allowed to make free choices regarding housing location; and
- Whereas, The Town of East Hampton is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice.

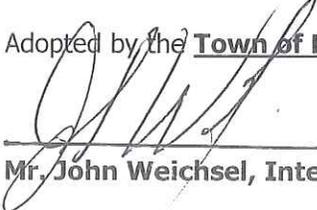
NOW THEREFORE, BE IT RESOLVED,

That the Town of East Hampton hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase, obtain financing and enjoy all other housing-related Services of their choice on a non-discriminatory basis as provided by state and federal law; and

BE IT FURTHER RESOLVED,

That the chief executive officer of the Town of East Hampton or his/her designated representative is responsible for responding to and assisting any person who alleges to be the victim of an illegal discriminatory housing practice in the Town of East Hampton and for advising such person of the right to file a complaint with the State of Connecticut Commission on Human Rights and Opportunities (CHRO) or the U.S. Department of Housing and Urban Development (HUD) or to seek assistance from the CT Fair Housing Center, legal services, or other fair housing organizations to protect his or her right to equal housing opportunities.

Adopted by the Town of East Hampton on April 10, 2012.



Mr. John Weichsel, Interim Town Manager

Office of the Town Manager
Town of East Hampton
Connecticut

John Weichsel
Interim Town Manager

Town Council
Susan B. Weintraub, Chairperson
Glenn S. Suprono, Vice Chairman
Kyle R. Dostaler
Ted Hintz, Jr.
Derek M. Johnson
Barbara W. Moore
George Pfaffenbach

FAIR HOUSING POLICY STATEMENT

It is the policy of the **Town of East Hampton** to promote Fair Housing opportunities and to encourage racial and economic integration in all its programs and housing development activities.

Programs funded and administered by this Town of East Hampton must comply with the provisions of Section 46a-64c of the C.G.S., and with related state and federal laws and regulations that prohibit discriminatory housing practices.

The Town of East Hampton or any of sub-recipients of the Town of East Hampton will carry out an affirmative marketing program to attract prospective buyers or tenants of all majority or minority groups, without consideration of race, color, religion, sex, national origin, ancestry, creed, sexual orientation, marital status, lawful source of income, disability, age or because the individual has children in all programs and housing development activities funded or administered by the Town of East Hampton.

The municipality's Fair Housing Officer, Teresa Shulman, is responsible for the enforcement and implementation of this policy. Teresa Shulman may be reached at (860)267-7548 or treasurer@easthamptonct.org.

Complaints pertaining to discrimination in any program funded or administered by this Town of East Hampton, may be filed with Teresa Shulman. The municipality's Grievance Procedure will be utilized in these cases.

Complaints also may be filed with the Commission on Human Rights and Opportunity, Special Enforcement Unit, 21 Grand Street, Hartford, CT 06106, telephone (860)541-3403.

A copy of this policy statement will be given annually to all Town of East Hampton employees and they are expected to fully comply with it. In addition, a copy will be posted throughout the Town of East Hampton.

4/3/12
Date


Mr. John Weichsel
Interim Town Manager

Revised 3/27/12

Office of the Town Manager
Town of East Hampton
Connecticut

John Weichsel
Interim Town Manager

Town Council
Susan B. Weintraub, Chairperson
Glenn S. Suprono, Vice Chairman
Kyle R. Dostaler
Ted Hintz, Jr.
Derek M. Johnson
Barbara W. Moore
George Pfaffenbach

COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

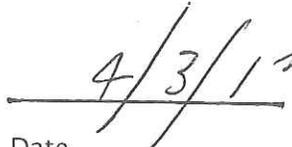
The Town of East Hampton does not discriminate in the provision of services, the administration of its programs or contractual agreements. The Town of East Hampton seeks to fully carry out its responsibilities under the Title VI Regulations.

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the grounds of race, color or national origin in programs and activities receiving Federal financial assistance. Title VI provides that No person shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any programs covered by the Regulations.

This policy is effectuated through the methods of administration outlined in the Town of East Hampton's Fair Housing Plan and is fully implemented to ensure compliance by the Town of East Hampton, as the recipient, and by sub-recipients. The cooperation of all personnel is required.



Mr. John Weichsel
Interim Town Manager



Date

Office of the Town Manager

Town of East Hampton

Connecticut

John Weichsel
Interim Town Manager

Town Council
Susan B. Weintraub, Chairperson
Glenn S. Suprono, Vice Chairman
Kyle R. Dostaler
Ted Hintz, Jr.
Derek M. Johnson
Barbara W. Moore
George Pfaffenbach

AFFIRMATIVE ACTION POLICY STATEMENT

As Interim Town Manager of the Town of East Hampton, I recognize the need for Affirmative Action and I pledge my commitment to undertake positive actions to overcome the present effects of past practices or barriers to equal employment opportunity and to achieve the full and fair participation of minorities, women, people with disabilities, older persons and all other protected groups found to be underutilized in the Town of East Hampton's work force or affected by policies having an adverse impact. In the spirit of Executive Order 11, signed by Governor Ella Grasso November 21, 1975, and Executive Order 9, signed by Governor William A. O'Neill on January 3, 1984, I further state that this Town of East Hampton will comply with the antidiscrimination provisions of the state and federal laws and regulations listed at the end of this section.

I recognize the hiring difficulties experienced by minorities, people with disabilities and by many older persons and, where appropriate, I have set goals to overcome the present effects of past discrimination, if any, to achieve the full and fair utilization of such persons in the work force. I further pledge that the Town of East Hampton will affirmatively provide services and programs in a fair and impartial manner.

Where adverse impact is identified, the Town of East Hampton will: (1) review its personnel policies and procedures to ensure that barriers, which unnecessarily exclude protected classes and practices, which have an illegal discriminatory impact, are identified and eliminated; (2) explore alternative approaches to employ minorities and members of protected classes; (3) administer all terms, conditions, privileges and benefits of the employment process in an equitable manner; and (4) establish procedures for the extra effort that may be necessary to ensure that the recruitment and hiring of protected group members reflect their availability in the job market.

It is the policy of the Town of East Hampton to provide equal employment opportunities without consideration of race, color, religion, age, sex, marital status, national origin, genetic information, past/present history of mental disability, ancestry, mental retardation, learning or physical disabilities including but, not limited to blindness, sexual orientation, political belief or criminal record, unless the provisions of Section 46a-60(b), 46a-80(b) and 46a-81(b) of the Connecticut General Statutes are controlling or there is a bonafide occupational qualification excluding persons in one of the above protected groups. This policy applies to all aspects of the employer/employee relationship including, but not limited to, recruitment, hiring, referrals, classifying, advertising, training, upgrading, promotion, benefits, compensation, discipline, layoff and terminations.

The Town of East Hampton will implement, monitor and enforce this Affirmative Action Policy Statement in conjunction with the applicable federal and state laws, regulations and executive orders listed below:

13th, 14th, and 15th Amendments of the United States Constitution, Civil Rights Act of 1866, 1870, 1871, Equal Pay Act of 1963, Title VI and VII of the 1964 United States Civil Rights Act, presidential Executive Orders 11246, amended by 11375, (Nondiscrimination under federal contracts), Act 1 Section 1 and 20 of the Connecticut Constitution, Governor Grasso's Executive Order Number 11, Governor O'Neill's Executive Order Number 9, the Connecticut Fair Employment Practices Law (46a-63-64), Discrimination against Criminal Offenders (46a-80), Connecticut General Statutes, Connecticut Code of Fair Accommodations Law (46-63-64), definition of Blind (46a-51 (1)), definition of Physically Disabled (46a-51 (15)), definition of Mentally Retarded (46a-51 (13)), cooperation with the Commission of Human Rights and Opportunities (46a-77), Sexual Harassment (46-60-(a)), Connecticut Credit Discrimination Law (360436 through 439), Title I of the State and the Local Fiscal Assistance Act of 1972 and the Americans with Disabilities Act of 1992.

This policy statement will be given annually to all Town of East Hampton employees and will also be posted throughout the Town of East Hampton. I also expect each supplier, union, consultant and other entity (s) with which we do business to comply with all applicable State and Federal Equal Opportunity laws and regulations. The Town of East Hampton will not knowingly do business with any entity debarred from participation in any federal or state program or found to be in violation of any state or federal anti-discrimination law.

I have assigned the responsibility to achieve the successful implementation of our goals and objectives to Lisa Seymour, Human Resources, (860)267-4468, personnel@easthamptonct.org

4/3/12
Date



Mr. John Weichsel
Interim Town Manager

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

April 5, 2012

To: The East Hampton Town Council

Please find copies of tax refunds for your review. The total refunds equal \$4,336.34.

Thank you for your assistance.

Nancy Hasselman, CCMC

Nancy Hasselman, CCMC
Collector of Revenue

2,437.68	+
1,785.28	+
113.38	+
4,336.34	*