

Resolution Regarding Appointment of Alternates to Board of Assessment Appeals

WHEREAS, there are three members of the Board of Assessment Appeals of the Town of East Hampton elected pursuant to Section 9-199 of the Connecticut General Statutes; and

WHEREAS, said statute confers upon the legislative body of a municipality the authority to appoint an alternate for each member of a board of assessment appeals; and

WHEREAS, the Town Council is the legislative body of the Town of East Hampton pursuant to Section 2.4 of the Charter of the Town; and

WHEREAS, the Town Council wishes to appoint alternates to the Board of Assessment Appeals in order to assist with the performance of the work of said Board.

NOW THEREFORE, be it RESOLVED that the Town Council hereby appoints _____ to act as alternate to Board of Assessment Appeals member Barbara Suprono; and _____ to act as alternate to Board of Assessment Appeals member George Coshow; and _____ to act as alternate to Board of Assessment Appeals member Kevin Flannery.

BE IT FURTHER RESOLVED, that, when seated, each alternate shall have all the powers and duties of his/her corresponding member. Each alternate shall serve for the remainder of the term currently being served by his/her corresponding member.

About Sunshine Week

Sunshine Week is a national initiative to promote a dialogue about the importance of open government and freedom of information. Participants include news media, civic groups, libraries, nonprofits, schools and others interested in the public's right to know.

With an inaugural grant from John S. and James L. Knight Foundation, which has continued to support the effort, Sunshine Week was launched by the American Society of News Editors in March 2005. This non-partisan, non-profit initiative is celebrated in mid-March each year to coincide with James Madison's birthday on March 16.

In 2011, the Reporters Committee for Freedom of the Press joined ASNE as a national co-coordinator of Sunshine Week, enabling the organizations to join forces and resources to produce Toolkit materials for participants and keep the website and social media sites engaged.

Though created by journalists, Sunshine Week is about the public's right to know what its government is doing, and why.

Sunshine Week seeks to enlighten and empower people to play an active role in their government at all levels, and to give them access to information that makes their lives better and their communities stronger. Individuals and public officials who embody the spirit of government transparency and fight for it in their communities are recognized each year with Local Hero Awards.

Participants include news media, government officials at all levels, schools and universities, libraries and archives, individuals, non-profit and civic organizations, historians and anyone with an interest in open government.

Proclaim it Sunshine Week

Since Sunshine Week was launched in 2005, many city and state officials have recognized and committed to open government through official proclamations. Some have also held hearings on open government issues or scheduled special events such as open government training sessions for public employees and the launching of a special webpage.

To mark Sunshine Week 2012, we urge citizens and civic organizations across the country to again press state and local officials to find meaningful ways to participate in Sunshine Week to demonstrate that they, too, are committed to true transparency in government.

One way this can be done is by adopting a meaningful open government proclamation that pledges specific steps to enhance the public's right to know.

Proclamations can be more than just statements of general support. They can also address and pledge action on specific open government concerns and shortcomings that you, your organization and/or the officials themselves have identified.

Toward that goal, the sponsors of Sunshine Week offer this model proclamation. It begins with a generalized statement of support for government in the sunshine, followed by a sampling of open government provisions that have resulted in increased transparency in local and state governments around the country.

If your city, county, school board or state government does something special to recognize Sunshine Week, please let us know. We'd also like electronic copies of any proclamations and other materials to share on the website. You, or the officials, can send them to us at sunshineweek@sunshineweek.org.

SUNSHINE WEEK PARTNERS

[American Library Association](#) ♦ [Association of Alternative Newsweeklies](#) ♦ [Association of American Editorial Cartoonists](#) ♦ [Center for Democracy & Technology](#) ♦ [Center for Public Integrity](#) ♦ [Center for Responsive Politics](#) ♦ [Collaboration on Government Secrecy](#) ♦ [Electronic Frontier Foundation](#) ♦ [First Amendment Center](#) ♦ [Investigative News Network](#) ♦ [League of Women Voters](#) ♦ [Media Law Resource Center](#) ♦ [National Association of Broadcasters](#) ♦ [National Conference of Editorial Writers](#) ♦ [National Freedom of Information Coalition](#) ♦ [National Newspaper Association](#) ♦ [National Press Club](#) ♦ [National Security Archive](#) ♦ [Newspaper Association of America](#) ♦ [OMB Watch](#) ♦ [Online News Association](#) ♦ [Openthegovernment.org](#) ♦ [Patch](#) ♦ [Project on Government Secrecy](#) ♦ [Project on Government Oversight](#) ♦ [Radio Television Digital News Association](#) ♦ [Society of Professional Journalists](#) ♦ [Student Press Law Center](#) ♦ [Sunlight Foundation](#) ♦ [Sunshine in Government Initiative](#)

Sunshine Week

Open Government Proclamation

WHEREAS, James Madison, the father of our federal Constitution, wrote that “consent of the governed” requires that the people be able to “arm themselves with the power which knowledge gives,” and

WHEREAS, every citizen in our participatory democracy has an inherent right of access to government meetings and public records; and

WHEREAS, an open and accessible government is vital to establishing and maintaining the people’s trust and confidence in their government and in the government’s ability to effectively serve its citizens; and

WHEREAS, the protection of every person’s right of access to public records and government meetings is a high priority of the Town of East Hampton; and

WHEREAS, the Town of East Hampton is committed to openness and transparency in all aspects of its operations and seeks to set a standard in this regard; and

NOW, THEREFORE, the Town of East Hampton commits during this Sunshine Week, March 11-17, commemorating the 261st anniversary of James Madison’s birth, and throughout the year 2012 to work diligently to enhance the public’s access to government records and information, to increase information

provided electronically and online, and to ensure that all meetings of deliberative bodies under its jurisdiction, and their committees, are fully noticed and open to the public.

Adopted this _____ day of _____, 2012

Town Council

Susan B. Weintraub, Chairperson

Glenn S. Suprono, Vice Chairman

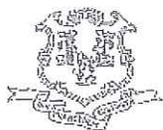
Kyle R. Dostaler

Derek M. Johnson

Barbara W. Moore

George Pfaffenbach

Ted Hintz, Jr.

*cc Council*

EAST HAMPTON POLICE DEPARTMENT
INTEROFFICE MEMORANDUM

TO: JOHN WEICHSEL: TOWN MANAGER
FROM: MATTHEW A. REIMONDO: CHIEF OF POLICE
SUBJECT: LAKE ISSUES SUMMER 2012
DATE: FEBRUARY 13, 2012

MAR

THE EAST HAMPTON POLICE DEPARTMENT HAS JURISDICTION OVER PATROL/ENFORCEMENT FUNCTIONS ON LAKE POCOTOPAUG. THE FOLLOWING STEPS ARE IN PROGRESS AS WE PREPARE FOR THE SUMMER BOATING SEASON 2012:

- 1) CONTACTING AND SECURING SEASONAL PATROL PERSONNEL
- 2) SET UP SCHEDULE AND TRAINING FOR ADDITIONAL NON-SWORN PERSONNEL
- 3) CONTACT AND DISCUSSIONS WITH D.E.E.P. FOR ADDITIONOAL NON TRADITIONAL ENFORCEMENT
- 4) PREPARING PATROL/RESCUE BOAT FOR DEPLOYMENT
- 5) ADDRESSING DOCKING ISSUES FOR PATROL/RESCUE BOAT
- 6) COORDINATE WITH PARK AND RECREATION DEPARTMENT TO ENSURE BOATERS ARE FAMILIAR WITH ORDINANCES AND REGULATIONS
- 7) COORDINATE WITH PARK AND RECREATION DEPARTMENT FOR THE PLACEMENT OF BOUY MARKERS AS OUTLINED BY D.E.E.P. PERMIT
- 8) RESEARCHING AND DEVELOPING A NEW MULTI-PLATFORM PATROL/RESCUE BOAT

MATTHEW A. REIMONDO
CHIEF OF POLICE

**EAST HAMPTON HIGH SCHOOL
 BUILDING COMMITTEE RESOLUTION**

Whereas, the New England Association of Schools and Colleges (“NEASC”), which provides accreditation services for, among other institutions, public schools in Connecticut, issued its report (the NEASC Report”) dated April 27 – May 2, 2007 pertaining to the facilities of the East Hampton High School; and whereas, in the NEASC Report, it has determined that renovations to the East Hampton High School are or will be required to maintain its accreditation, and whereas, the NEASC Report was accepted by the East Hampton Board of Education on October 22, 2007; and

Whereas, the Board of Education, at its January 9, 2012 meeting, passed a motion to request that the Town Council create a school building committee for the purpose of planning and overseeing the necessary renovations to the East Hampton High School; and

Whereas, there is a recognized need by the Town to comply with State mandates, State Statutes and the NEASC Report in order for the East Hampton School District to maintain its accreditation; and

Whereas, it is necessary that Town’s legislative body create a school building committee in order for the Town of East Hampton to receive funding from the State for any school renovations; and

Whereas, it is integral to our community that our students receive the proper and necessary education required for the 21st century; at the same time it is also essential that such renovations be planned and completed in the most cost efficient and transparent manner for the benefit of our taxpayers; it is therefore,

Resolved by the East Hampton Town Council, effective as of the date hereof, that the East Hampton High School Committee is established to plan and provide the necessary oversight for or with respect to the facility renovations at the East Hampton High School in order to fulfill the mandates of the NEASC Report to maintain the High School accreditation; and is further resolved that the East Hampton High School Committee shall have the following powers and duties and be constituted as follows:

Creation, Compensation, Composition, Term, Vacancies

- (a) *Membership.* There shall be one (1) school building committee with a membership composed of seven (7) members and 2 alternates. All members shall serve without compensation and shall be appointed by the Town Council. Alternate members, when seated shall have all the powers and duties of a member of the committee. When alternates are not seated, they are encouraged to be active participants in all member discussions.
- (b) *Composition.* The members shall be comprised of residents or tax taxpayers with a diversity of professional expertise, specialization and life experience. Membership may also include representation from the field of education and/or resident parents with school age children. Such diversity may be represented with expertise in the following professional backgrounds: architecture, landscape and/or building planning, finance and banking, network/IT, construction, purchasing/procurement, engineering, education, public works.

- (c) *Term.* The term of office shall be for the length of the proposed project.

The duly authorized school building committee shall continue as a complete committee during the entire course of the project regardless of changes in the composition of the Town Council, the Board of Education and the Board of Finance.

- (d) *Removal.* A member of the committee may be removed for cause by a majority of Town Council or by a two-thirds (2/3) vote of the entire membership of the Town Council.
- (e) *Vacancies.* All vacancies shall be filled by the Town Council. An alternate may replace any member that vacates office selected by the school building committee.
- (f) *Resignations.* Any member may resign from the committee by notifying the Town Manager with a 30 day written notice.
- (g) *Ex officio members.* The Superintendent of Schools, the Town Manager and the Director of Facilities or a designee shall be ex officio members of the school building committee without vote.
- (h) *Town Staff.* The Town shall provide a staff person to manage the project on behalf of the Town.
- (i) *Parents and/or Residents.* The high school principal shall be responsible for annually appointing two (2) parents who are residents and registered voters of the town to represent student interests who may act as reporting liaisons to the PTO or other such organizations or committees.
- (j) All committee members shall be governed by the Town of East Hampton Code of Conduct and Code of Ethics.

Powers and Duties

The Building Committee shall have the following duties and powers:

- 1) To determine the scope of work for the project and select an architect through a Request for Proposal process as prescribed in Chapter 117 of the East Hampton Purchasing Ordinance.
- 2) To request the Town Council and Board of Finance to appropriate necessary funds for preliminary planning and site studies.
- 3) Upon appropriation of such funds, to hire an architect to *draft plans* for construction of new science labs in order to meet programmatic requirements and other such school building projects to meet building code/ADA requirements and to upgrade technology and improve facility infrastructure.
- 4) The building committee shall retain a construction and/or project manager to fulfill its duties and responsibilities.

- 5) The committee and architect shall review any and all existing conceptual plans that have been developed for the High School renovation project, which includes, among other things, demolishing the two school wings (class rooms 40-46 and 51-54 et al.). The committee shall consider and determine the feasibility of maintaining these two sections for future town use by the creation of (i.e.) new firewalls and other means to divide and make these two wings separate buildings apart from the main high school structure.
- 6) To approve *preliminary plans and specifications* for the project; obtain approval of preliminary plans and specifications by the Board of Education; initiate filing applications with the state department of education for review of preliminary plans and specifications; and request the Town Council and Board of Finance to appropriate necessary funds for the total project costs.
- 7) To analyze and approve final plans and specifications of such project; obtain approval of such final plans and specifications by the Board of Education; initiate filing application with the State Department of Education for review of *final plans and specifications*; and through the Town purchasing agent advertise for and receive bids for the construction of the project or any portion thereof.
- 8) Upon recommendation of the Town purchasing agent to vote award of construction contract bid to the most responsible bidder and, upon a majority vote of the Town Council to authorize the Town Manager to sign on behalf of the Town to enter into contract for construction of such project.
- 9) To be responsible for construction of such project through their appropriate agents and town's inspectors.
- 10) To examine and approve all payments in connection with the construction of such project with the advice of its agents, the project architect, and the town inspector.
- 11) To analyze and approve any change orders in the approved plans for such project within the limits of the total project appropriations.
- 12) To have province over and final approval of all expenditures of the project, including furnishings, equipment or any other appurtenances to the buildings or grounds.
- 13) To select a name for the school building project thus constructed.
- 14) To approve and accept the completed project subject to the advice of its agents, the project architect and the town's inspectors.
- 15) To turn the building and grounds over to the Board of Education as soon as possible after final completion and acceptance.
- 16) To obtain the necessary clearance and approval of any local or state board or agency as may be required for any of the duties and powers enumerated in this resolution.
- 17) The school building committee created by this resolution shall cease and its membership be terminated without further action of the Town Council once the assigned project has been turned over to the Board of Education; provided, having

that any and all insurance coverage applicable to the building committee and its members shall continue in accordance with the Town of East Hampton standard practices and policies.

Reports on work progress required.

The school building committee shall submit, on a quarterly basis, budget and expenditure reports prepared in accordance with generally accepted accounting principals to the Town Council, Board of Education and the Board of Finance. Prior to their submission, such reports shall be reviewed by the Town's Finance Director. Annual budget and expenditure reports prepared in accordance with generally accepted accounting principals shall be audited by the Town's outside auditors and submitted to the Town Council, Board of Education and the Board of Finance. In conjunction with such annual reports, the Board of Education, along with the Finance Director, shall provide and/or update any revisions to any projected expenditures for the project. The Finance Director shall further certify that the building committee has established and explained generally accepted internal control measures. The school building committee shall also periodically report on the progress of its work to the Town Council and Board of Education.

Adopted this _____ day of _____, 2012.

Town Council

Susan B. Weintraub, Chairperson

Glenn S. Suprono, Vice Chairman

Kyle R. Dostaler

Derek M. Johnson

Ted Hintz, Jr.

George Pfaffenbach

Barbara W. Moore

AUTHORIZING RESOLUTION OF THE
EAST HAMPTON TOWN COUNCIL

I, Sandra M. Wieleba, Town Clerk of the Town of East Hampton, do hereby certify that the following is a true and correct copy of a resolution adopted by the East Hampton Town Council at its duly called and held meeting on Tuesday, February 28, 2012, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded or revoked and is at present in full force and effect:

RESOLVED, that the Town Council may enter into with and deliver to the State of Connecticut Department of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that John Weichsel, Interim Town Manager of the Town of East Hampton, is authorized and directed to execute and deliver any and all documents on behalf of the Town Council and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents.

The undersigned further certifies that John Weichsel now holds the office of Interim Town Manager and that he has held that office since May 2, 2011.

IN WITNESS WHEREOF: The undersigned has executed this certificate this 29th day of February, 2012.

Sandra M. Wieleba, Town Clerk

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

February 24, 2012

To: The East Hampton Town Council

Please find copies of tax refunds for your review. The total refunds equal \$850.73.

Thank you for your assistance.

Nancy Hasselman, CCMC

Nancy Hasselman, CCMC
Collector of Revenue

77.04	+
134.36	+
5.49	+
297.29	+
14.66	+
116.04	+
31.46	+
12.20	+
20.72	+
141.47	+
850.73	*