



2017~2018

*Annual Report*





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# 2017~2018 Annual Report

Dear Neighbors,

Thank you for taking the time to look at the 2017-2018 annual report. This report is filled with powerful information and incredible accomplishments. All of which have been done through your support, guidance and help.

This last year has really been one for the books. From new staff to the construction of new facilities, the Town of East Hampton is really making things happen. Some of our most noted successes is the hiring of a new Chief of Police. Chief Woessner has brought with him a local and community policing mindset that will help us all as we work to keep our community safe. This last year, construction on the Town's new Town Hall/Police Department/Board of Education has started. This project is being built with the intent of creating a seat of government in our community for the next 250 years. Lastly, we have seen a rise in economic development within our community. Through tax abatement and the hard work of staff, volunteers and new entrepreneurs, our village centers store fronts are nearly all occupied. Additionally, we see many new prospective businesses opening throughout our community.

While this year has been peppered with success, I think it is also important to recognize some of our challenges. The biggest hurdle we all face over the coming years is the fiscal situation in the State of Connecticut. Unfortunately, the State has attempted, over the last year, to place more and more of its financial burden onto municipalities. We saw this with the back and forth game that was played with the Education Cost Sharing grant and reductions in other forms of municipal aid. Despite the lack of support from the State we all came together to create a fiscally responsible budget that begins to address the community's needs.

As always, I enjoy hearing from you. Please use this report as the beginning of a conversation. Feel free to reach out to my office with any questions, concerns or ideas you may have. We only become a great community when we work together and it starts with communication. Thank you for everything you have done for our community and I look forward to working with you over the next year.

Best regards,

Michael Maniscalco, MPA

Town Manager





The **Assessor** is responsible for discovering, listing and valuing all taxable and non-taxable property located in town. Connecticut law requires us to list and value all real estate, motor vehicle and personal property. This is an annual cycle with an assessment date of October 1. It is the Assessor's responsibility to insure all values are properly and uniformly made and that the grand list is a true and accurate report of all taxable and tax-exempt property in the municipality. Assessed values in the State of Connecticut are based on 70% of fair market value. All Connecticut Towns are required to perform a State mandated revaluation every 5 years. The Town of East Hampton successfully completed its last revaluation on the 2015 Grand List. 🍁

**The net taxable 2016 Grand List as reported on the M13 is as follows:**

REAL ESTATE	\$ 995,231,847
PERSONAL PROPERTY	\$ 32,676,757
MOTOR VEHICLE	\$ 100,763,226
<b>TOTAL TAXABLE GRAND LIST</b>	<b>\$ 1,128,671,830</b>

*0.02% Increase over 2015*

**In addition, the assessor's office is responsible for:**

- 🍁 Updating ownership of real estate upon transfer of title
- 🍁 Adjusting motor vehicle accounts
- 🍁 Maintaining tax relief programs for the elderly, disabled, blind, farmers and veterans
- 🍁 Maintaining the Renters Rebate program
- 🍁 Applying the PA490 statute to preserve farm and forest land

#### 2016 GRAND LIST COMBINED TOP TEN TAXPAYERS

Top Ten Taxpayers	Net Assessment	Percentage of 2016 Grand List *
Connecticut Light & Power Co	\$15,997,256	1.42%
Landmark East Hampton LLC	\$ 7,521,320	0.67%
Hampton 66 LLC	\$ 3,500,000	0.31%
Connecticut Light & Power Co	\$ 3,027,560	0.27%
East High Street Realty LLC	\$ 2,387,472	0.21%
Global Self Storage LLC	\$ 2,350,840	0.21%
Connecticut Natural Gas Corp	\$ 2,210,450	0.20%
American Equities I LLC	\$ 2,137,640	0.19%
Pauls & Sandys Too INC	\$ 2,076,980	0.18%
Toyota Lease Trust	\$ 1,803,200	0.16%
<b>Total Top Ten Net Assessment</b>	<b>\$43,012,718</b>	<b>3.81%</b>

\*Based on Net 2016 Grand List as reported on the M13 to the State of CT



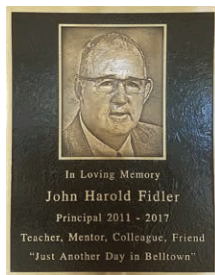


## VISION

The East Hampton School District - preparing and inspiring our students to be innovative, responsible, contributing members of an ever-changing global society.

## MISSION

The mission of East Hampton Public Schools in partnership with our community is to develop knowledgeable, responsible, productive citizens who effectively demonstrate problem-solving and communication skills, make informed decisions, and respond appropriately and confidently to life's challenges.



**EAST HAMPTON**  
**PUBLIC SCHOOLS**  
COMMITTED TO EXCELLENCE



East Hampton High School, the school community, and the community at large mourned the loss of High School Principal (2011-2017), John Harold Fidler. John served as teacher, coach, Athletic Director, and Middle School Principal prior to becoming High School Principal. A man of strong values, known for supporting all children and families, John Fidler's name now marks the entrance to the school.



East Hampton High School officially opened with a Ribbon Cutting Ceremony in September of 2017. The "Renovate as New" project cost was \$51.7 million with a state reimbursement of 52.5%. In response to the 2007 NEASC Report, the school was designed to:

- 🍎 Provide an educational environment that promotes 21st century teaching and learning
- 🍎 Identify zones of the building compatible for community use
- 🍎 Provide a safe environment for learning
- 🍎 Upgrade infrastructure and systems to provide a high performance, energy efficient facility
- 🍎 Improve building and site circulation
- 🍎 Right-size all spaces to meet program needs while promoting faculty collaboration and success
- 🍎 Increase access to technological tools for faculty and students throughout the building

### EAST HAMPTON HIGH SCHOOL BUILDING COMMITTEE MEMBERS:

Sharon E. Smith, Chairperson

Michele Barber, Vice Chairperson

Cynthia Abraham, Tom Cooke, Roy Gauthier, Steve Karney, David Ninesling, Tom Seydewitz, Michael Zimmerman



In June 2018, students, parents, and teachers traveled with the Superintendent of Schools to China. The group visited Beijing, Jinan, and Shanghai. One of the stops was The JianHua School of Beijing, in order to create a "sister school" with East Hampton High Schools.

## 2018 TEACHER OF THE YEAR STACEY GIBSON



Preschool Teacher at Memorial Elementary School

The full day preschool program is a grant funded full day preschool supported by the State of Connecticut "Smart State" Program.



Service to the community outside of the school is important in the schools. The Interact Club has over 100 students who are involved in supporting community projects. The High School is also active in Special Olympics.



## 2018 PARAEDUCATOR OF THE YEAR MELISSA BALDA

Special Education Paraeducator at East Hampton High School.



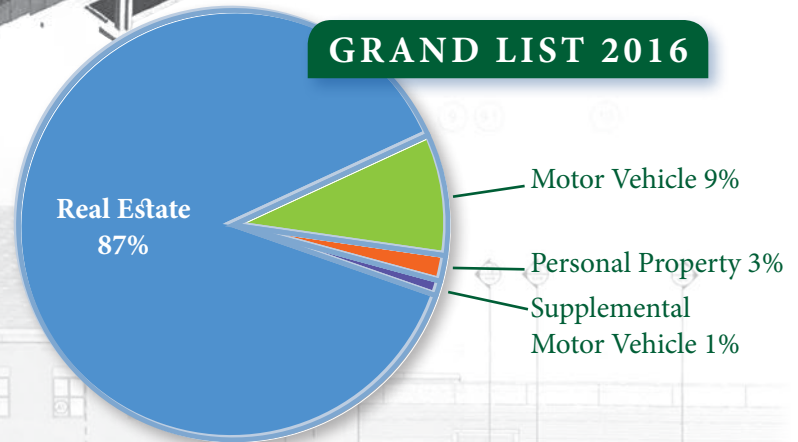
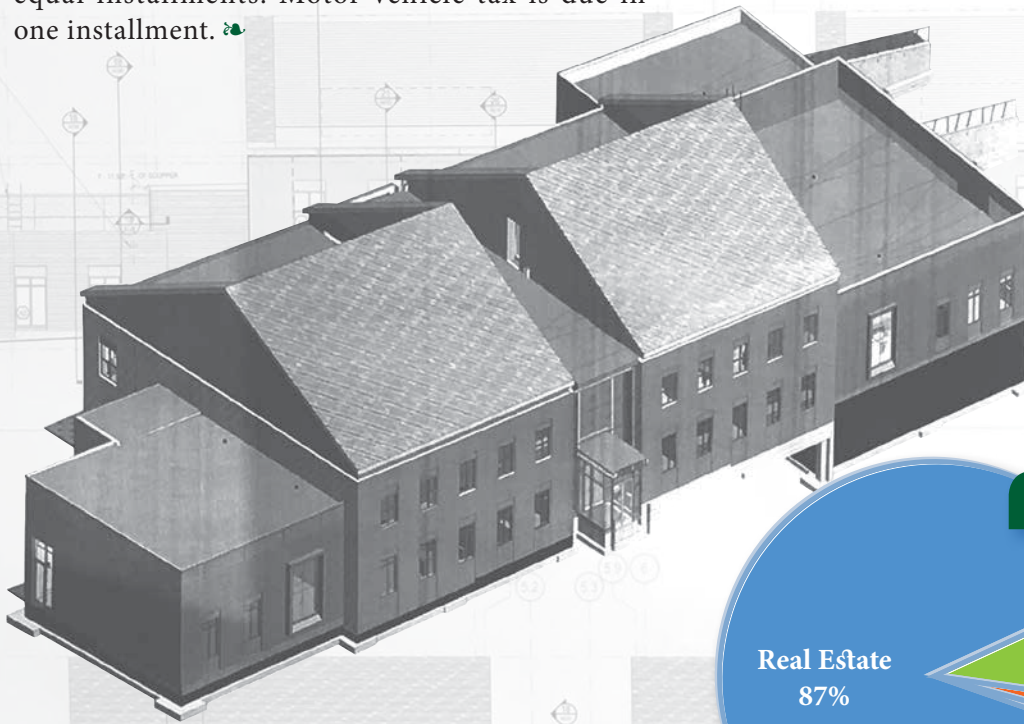


**T**he **Office of the Collector of Revenue** is responsible for the annual billing and collection of real estate, motor vehicle and personal property taxes; as well as the annual billing and collection of sewer use fees.

All taxable property levied on the Grand List of October 1, 2016 became due and payable on July 1, 2017. The last day on which to pay without penalty was August 1, 2017. Real estate and personal property taxes over \$100 are paid in two equal installments. Motor vehicle tax is due in one installment. 🌱

### In addition, the Collector of Revenue is responsible:

- 🌱 To pursue the collection of all delinquent taxes,
- 🌱 To lien all unpaid real estate and sewer use properties at the end of the fiscal year,
- 🌱 Maintain escrowed real estate accounts to meet and surpass the collection rate set by the Board of Finance,
- 🌱 Many taxpayers are finding our online payment option helpful. During the fiscal year 2017-2018 we collected \$2,276,664 in online payments. Please visit our website at [www.easthamptonct.gov](http://www.easthamptonct.gov) to make a payment, view tax bills or to print IRS payments records.



### GRAND LIST 2015 ENDING BALANCE *as of June 30, 2018*

Type of Accounts	Number of Accounts	Beginning Balance	Uncollected Taxes	Collection Rate
Real Estate	5,973	\$ 31,066,599.62	\$ 168,111.48	99.44%
Personal Property	929	\$ 1,028,979.26	\$ 33,264.01	96.74%
Motor Vehicle	14,165	\$ 3,129,679.30	\$ 74,213.60	97.56%
Supplemental Motor Vehicle	2,323	\$ 423,273.08	\$ 37,209.63	91.08%
<b>GRAND TOTAL</b>	<b>23,390</b>	<b>\$35,648,531.26</b>	<b>\$312,798.72</b>	<b>99.10%</b>

### WATER POLLUTION CONTROL AUTHORITY (WPCA) *Billing Year 2017*

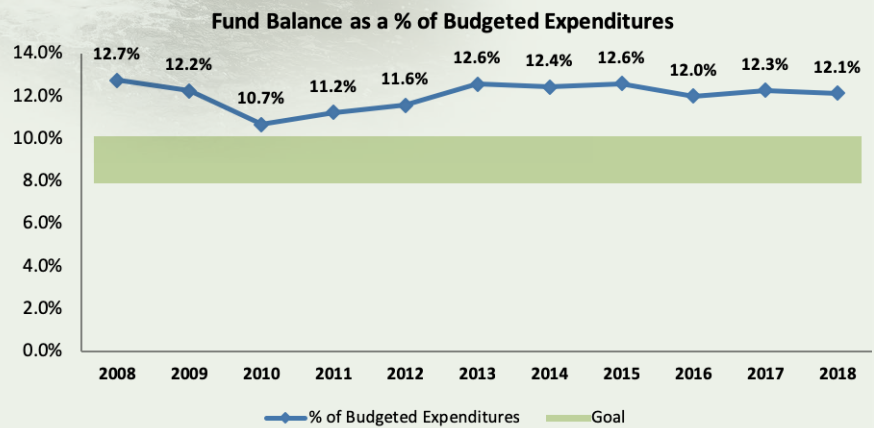
Type of Accounts	Number of Accounts	Total Tax	Uncollected Taxes	Collection Rate
Sewer Use	2,722	\$1,322,276.82	\$ 71,013.11	98.73%

## MISSION

To provide timely, accurate and relevant budgetary and financial information to our citizens, customers and various boards and assure compliance with established accounting standards. To maintain and control the general ledger, accounts payable and payroll while ensuring accountability and timely and accurate financial information. The department is committed to enhance services to our customers through innovative ideas and to think creatively on ways to operate more efficiently.

## FISCAL YEAR SUMMARY

The general fund ended the year with general fund net income of \$172,155. Since 2007 the general fund balance has increased by over \$1.5 million dollars. Fund balance represents 12.1% of fiscal year 2018 budgeted expenditures. The general fund is the chief operating fund of the Town. At the end of the current fiscal year, unassigned fund balance of the general fund was \$5,435,624. 🌱



## FINANCE DEPARTMENT STATS

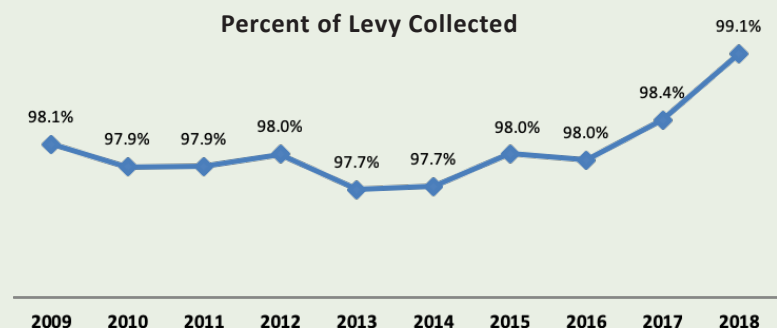
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Checks Processed	1,060	949	742	803	3,554
A/P direct deposit	567	584	532	547	2,230
Invoices Processed	3,917	4,137	3,636	3,631	15,321
Purchase Orders Created	907	291	207	251	1,656

GENERAL FUND  
BUDGETARY HIGHLIGHTS

The difference between the original budget and the final amended budget was \$570,000. The increase in budget is due to use of fund balance to fund the following items:

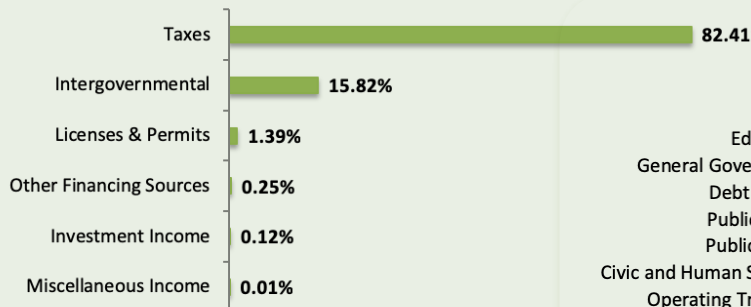
- 🌱 \$347,000 for the acquisition of Public Works truck and paver
- 🌱 \$223,000 for costs relating to roof repairs at the Library/Community Center

This year's tax collection rate was 99.1% which was higher than the budgeted estimate of 98.0%.

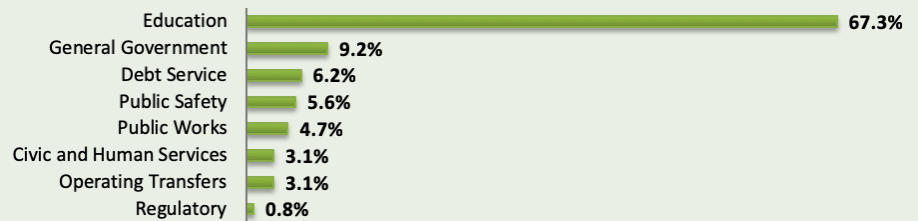




### 2017-2018 Revenues % of Total



### 2017-2018 Expenditures % of Total



## FIRE DEPARTMENT



**F**OR THE CALENDAR YEAR OF 2017, the **East Hampton Volunteer Fire Department** has dedicated over 3,000 hours of service while responding to 421 calls from the public; preserving property and removing persons from harm's way. East Hampton firefighters have logged thousands of hours of training and hundreds of hours of community service. The Department has a stable roster of about 65 members strong. The Department welcomes several new junior members, and the rejuvenation of the Junior Division of the Department.

The East Hampton Volunteer Fire Department, under the guidance of the Board of Fire Commissioners, has maintained three Fire Houses, sixteen pieces of apparatus, and all of the thousands of pieces of personal protective equipment, other vital equipment and supplies necessary to meet the OSHA and NFPA annual requirements for the safe operation of the Department. The Department undergoes rigorous annual testing of the membership, through medical checkups, live burns and extensive

training, and equipment testing for; pumps, ladders, hose, SCBA flow, & air quality testing. More and more requirements are being placed on the Department from OSHA and NFPA, the regulatory bodies that govern fire department operations. The Department has completed a thorough review and update to standard operating procedures to comply with these regulations.

The East Hampton Volunteer Fire Department took delivery of a second new Polaris Ranger to the ranks of the Department. In conjunction with trailers these units replace the outdated Forestry unit. These Rangers will be utilized as search and rescue vehicles as well as forest fire attack and control.

Looking to the future, the Department will strive to continue to provide the services and community programs it currently offers and an expanded medical response, with minimal growth in the operating budget. 🚒



**T**he **Fire Marshal's Office** is staffed by a part time Fire Marshal and a part time Deputy Fire Marshal. The Fire Marshal's office is located in the Barton Hill Fire House and is responsible for the enforcement of all applicable State and Federal Fire Codes and Regulations and other duties as set forth in the Connecticut General Statutes, as well as other legislation enacted by the Town. Fire prevention is the primary objective of the Fire Marshal, which is promoted through inspections of properties and activities regulated by the Connecticut Fire Safety Code, the Connecticut Fire

Prevention Code, the administration of the permit process for activities subject to those permits, and by providing public fire education and guidance. The storage, transportation and use of hazardous materials and explosives are under the authority of the Fire Marshal, as well as the administration of Connecticut Department of Environmental Protection Open Burning Regulations, as the Open Burning Official. Connecticut Statutes require that the Fire Marshal investigate every fire or explosion within the jurisdiction, for determination of the cause and origin.

During the past fiscal year, the Fire Marshal's office performed 72 life safety inspections of properties subject to the Fire Code and Regulations. There were 5 blasting permits issued, as were 120 open burning permits. The fire marshal performed 30 plan reviews of proposed sites and/or buildings for code, regulation and local requirement compliance. The office also investigated 8 fires for cause and origin. There were 8 hours dedicated to activities related to fire prevention education. As required, 45 hours were spent in professional training to maintain fire marshal state certification. 🚒

## YEAR AT A GLANCE

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
CSFPC Inspections With Violations	7	12	8	3	30
CSFPC Inspections With No Violations	15	2	4	20	41
CSFPC Re-Inspections Violations Corrected	0	0	2	0	2
CSFPC Re-Inspections Violations not Corrected	0	3	1	2	6
Burn Permits Issued	15	28	15	62	120
Blasting Permits Issued	0	0	3	2	5
Event Registration Permit	1	0	0	0	1
Plan Reviews Performed	8	8	7	7	30
Origin and Cause Investigations	0	2	3	3	8



The Human Resources Department manages the administration of recruitment and hiring, compensation and benefits, training and development, record keeping, discipline, and retirements/terminations.



**T**he **Human Resources Department** handles a wide range of functions within the Town of East Hampton. The department is responsible for the coordination of recruitment, termination, retirement, training workers, maintaining interoffice relationships, workers compensation matters, the Family & Medical Leave Act, performance evaluations, interpreting employment laws, as well as filing the appropriate quarterly and annual reports, and participation in annual audits.



For fiscal year 2017-2018, there were three (3) retirements. Two (2) from the Board of Education and one (1) from the Water Pollution Control Authority/Joint Facilities. Vacant positions that were filled during the fiscal year included the Chief of Police, an Office Technician in the Planning, Zoning and Building Department, a Caseworker for the

Human Services Department, and an Office Assistant for Town Hall.

In addition to mandated trainings, employees participated in Excel, OSHA, IT Security, ADA and Customer Service training. Other informational workshops offered were a “Tick & Lyme Disease” overview for Public Works and WPCA employees presented by the Chatham Health District, and a “Stroke Awareness & Prevention” seminar provided by an EMT from Middlesex Hospital. Staff participated in initiatives throughout the year such as Earth Day, a food drive, flu shot clinic, blood drives, Christmas gift collection for the residents at Cobalt Health Care and Rehabilitation Center and the annual Employee Health Fair.

The police union contract was settled, and negotiations began on the National Association of Municipal Employees contracts. (Both Public Works/clerical and WPCA).

## YEAR AT A GLANCE

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Paychecks Processed	42	35	34	38	149
Direct Deposits Processed	725	780	676	830	3,011
Personal Action Request Forms Processed	116	41	57	70	284
New Hires	6	3	5	14	28
Terminations	1	2	2	1	6
Employee Sponsored Workshops/Training	1	4	1	2	8





## MISSION

The Parks and Recreation Department is committed to providing innovative program opportunities.



The 2017/18 fiscal year brought a lot of new and exciting opportunities to the **Parks and Recreation Department**. The much anticipated Seamster Park Playground project reached its financial goal for Phase 1 of \$150,000 which allows the department to start ordering materials for a new 14,000 square foot playground to replace the old wooden playground that was removed earlier this year. The build is scheduled for August 6 – 11, 2019. We hope you will join us for this great opportunity! The Parks and Recreation Department has also concluded work on the second phase of the Air Line Trail State Park from Alden's Crossing to Depot Hill Road and has made great headway with the 1500 linear feet of wetlands with the Army Corp of Engineers and anticipate a complete finish of the trail by December 2019. In addition to the Air Line Trail a Subcommittee has been formed to bring new program ideas to the trail for the foreseeable future.

Programs and events continue to increase in popularity as we exceeded 1,000 people for our 3rd annual Trunk or Treat event in the downtown business district. This is one of four quarterly events that are hosted in collaboration with the downtown business district. The other three are just as popular and have grown in popularity over the years, they are the Easter Egg Hunt, Strawberry Fields Festival and Jingle Bells Parade. Another notable event that has grown in numbers is the yearly Summer Carnival at Sears Park. We continue to fill gaps in program opportunities for middle school aged children by providing opportunities for them to help with programing and participate in new programs offered, such programs that are in the works for 2019 are the Counselor in Training program for our Summer Camp and Lifeguards. Junior Bell Ringers Run for Fun will now take

on a new twist in the spring and we will offer in addition to the running program, a Junior Bell Ringers Track and Field addition.

The Parks Maintenance staff continue to increase their knowledge of field maintenance to put forth a positive effort in maintaining sports fields and area gardens throughout town all while taking on a larger role with community gardens and open space. Major repairs to the baseball infield and the softball

infield at the High School took place during the summer of 2018 by re-grading the infield surface to make it a safe environment for our young athletes. The High School and Sears Park tennis courts received the much-needed surface repairs to fill cracks and seal the court while adding a pickle ball court at Sears Park this year.

The Parks and Recreation Department takes pride in keeping our programs and grounds safe for all to enjoy recreation and leisure activities in our community. We look forward to another exciting year in 2019. 🌟



## YEAR AT A GLANCE

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Municipal Parks/Grounds Maintained Man-hours	562	248	88	503	1,401
BOE Athletic Complexes Grounds Maintained Man-hours	1,216	618	122	1,268	3,224
Actual Program Registrations	1,140	622	979	1,450	4,191
Actual Programming Hours	2,435	523	560	760	4,278
Actual Program Participants	2,675	2,150	1,845	1,388	8,058
Staff Supervised	170	145	245	120	680
Project Management Man-hours	168	155	167	203	693



During the fiscal year of 2017-2018 the department continued on a path toward modernization with a fully computerized digital record retention system, extension of the system to the Assessor's department and continuing to scan paper records to build upon the system.

The department conducted over 2700 residential, commercial and zoning inspections throughout the fiscal year. These inspections included site work,

erosion and sedimentation control, building, electrical, mechanical, plumbing, structural, and complaint investigations. In addition to numerous additions, garages, and renovations, the fiscal year saw the permitting of 20 single family homes and 1 two-family dwelling. Construction of the new municipal fueling station was overseen and largely completed. In addition, the department oversaw the renovation of several commercial buildings in the Village Center and Cobalt in preparation for new businesses, countless home projects and several new construction projects. The department continued a



public awareness campaign using the new Town Events magazine to educate homeowners to the process and requirements of the Building Code.

*continued...*

## YEAR AT A GLANCE

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
<b>PERMIT APPLICATIONS/ACTIVITIES</b>					
Building Permits	101	94	65	119	379
Electric Permits	64	67	41	101	273
Mechanical Permits	95	69	47	77	288
Plumbing Permits	32	28	17	18	95
Demolition Permits	0	4	4	6	14
Zoning Permits *	52	47	23	66	188
Inspections	729	663	424	485	2,301
<b>LAND USE APPLICATIONS/ACTIVITIES</b>					
P&Z	6	8	10	5	29
IWWA	7	10	8	6	31
ZBA	3	3	3	3	12
Complaints Received	15	8	10	4	37
<b>PERMITS ISSUED/COMPLETIONS</b>					
Building Permits Issued	96	87	31	109	323
Electrical Permits Issued	63	57	32	77	229
Mechanical Permits Issued	84	60	35	58	237
Plumbing Permits Issued	30	25	11	17	83
Demolition Permits Issued	4	3	0	7	14
Zoning Permits Issued	52	47	19	58	176
Certificate of Occupancy	6	11	1	2	20
Certificate of Approval	113	95	66	57	331
Certificate of Zoning Compliance	56	19	9	11	95
Complaints Closed	5	2	0	3	10

\* Zoning Permits - effective March 1, 2014 the Connecticut State Building Code stopped the requirement for sheds and decks (on ground level) under 200 sq. ft. to obtain a building permit; however they still require a zoning permit. This change made it necessary to actually issue zoning permits separately. The first standalone zoning permits were issued April 2014



## PZ&B [cont.]

The Planning and Zoning Commission updated their regulations to allow more properties in core commercial areas to offer alcohol sales for on-site consumption in accessory a main use, the goal being to make opening a restaurant easier. In addition large plans were approved by the land use agencies, including the new municipal complex, the Dollar General Store, a commercial site plan for the property at 13 North Main Street. Regulations regarding signage was also updated in order to comply with a recent Supreme Court decision. In accordance with the new POCD, the PZC and IWWA continue to work closely with other departments in order to monitor and protect the health of Lake Pocotopaug. Both Commissions

have continued to investigate changes to their regulations to better protect the lake and other environmental assets in Town. Several large projects were approved including the new Dollar General store on East High Street, the new municipal Fuel Station on Gildersleeve Drive, and several small subdivisions.

Fees collected by the Planning, Zoning, and Building department included those for zoning, special permits, wetlands, building, electrical, plumbing, and mechanical permits. The total collected by the department was in excess of \$205,000 for the fiscal year. Overall construction in East Hampton during the fiscal year was valued in excess of \$13 million. 🏡



## POLICE DEPARTMENT



**T**he East Hampton Police Department is operationally funded for fifteen full time officers, two clerical staff and one Police Chief. During this reporting year our Police Officers were effective in bringing several complex case investigations to successful conclusion by conducting high level case investigations and working with other law enforcement agencies in solving cases and sharing information. Chief Dennis Woessner was sworn in as the Town's new police chief. Chief Woessner came to the Town of East Hampton after a 30-year career with a neighboring law enforcement agency. He has a Master's Degree in Criminal Justice and has attended the FBI National Academy. We are excited to have Chief Woessner join our department.

The department continues to upgrade our aging fleet of patrol vehicles by replacing two older rear-wheel drive vehicles with all-wheel drive SUV type vehicles. These vehicles handle the snow-covered roads much better than the traditional rear wheel drive vehicles, they also provide

more storage space for the additional medical equipment that is required to be carried since the department has been designated as the medical first responders for the Town by the Connecticut Department of Public Health. Lastly, we continue to deploy one unmarked patrol vehicle, which enhances our ability to increase our motor vehicle and DUI enforcement efforts.





	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Monthly Cases	1,711	2,015	1,794	1,817	7,337
Motor Vehicle Accidents	61	67	73	52	253
Motor Vehicle Contacts	239	381	251	258	1,129
Criminal Arrests	28	30	34	34	126
Case Investigations	1,355	1,592	1,273	1,715	5,935
Robberies	-	-	-	-	-
Burglaries	3	10	5	7	25
Larcenies	17	20	20	31	88
Assaults	9	20	6	11	46
Sexual Assaults	2	2	1	3	8
Drug Violations	6	4	7	5	22
Motor Vehicle Thefts	-	1	2	2	5
Criminal Mischief	20	9	6	4	39
Domestic Disturbances	21	23	18	19	81
Alarms	99	117	96	134	446
Medical Calls	169	189	205	185	748
Juvenile Investigations	2	-	5	7	14
Phone/Walk-Ins	609	688	581	611	2,489



Officer John Wilson and K-9 Ardo successfully completed a Narcotics Detection training course with the Connecticut State Police K-9 Unit at the police academy in Meriden, CT. The intensive six-week course trained Ardo to search vehicles, buildings, containers and open areas for various narcotics/drugs.

### ADMINISTRATION DUTIES

The **Administrative Division** has the responsibility of maintaining personnel and training records, payroll and accounting functions, providing logistical support and preparing and managing the department's budget. The Administrative Division is also responsible for initiating Internal Affairs Investigations and responds to all citizen complaints. Support Services process and maintain all reports produced by the East Hampton Police Department staff and are responsible for the maintenance and security of criminal records. The Support Services staff greets customers, answers phones, prepares several reports, performs data entry in regional and national law enforcement telecommunications systems, conducts background checks on arrested person and processes all permit applications.

### PATROL/INVESTIGATIONS

**Patrol** is composed of three shifts of uniformed officers that provide services 24 hours a day. Patrol is primarily responsible for responding to immediate

and routine calls for service, crime related incidents, quality of life issues and medical emergencies. Officers are assigned to patrol, conduct preliminary investigations, collect evidence and arrest offenders. Other responsibilities include: facilitating the safe, expeditious movement of vehicle and pedestrian traffic; minimizing property loss; recovering stolen property; ensuring safety and protection of persons and property through proactive and directed patrol; apprehending offenders; rendering aid and advice as necessary and providing the highest level of quality service through community-orientated policing. Patrols are responsible for the enforcement of state and local traffic laws, traffic accident investigation and traffic control within East Hampton. Traffic patrols conduct selective traffic enforcement details as required. Using focused traffic enforcement details and radar enforcement, officers address high volume traffic issues and traffic-related problems that negatively impact the community. 🚓





## EAST HAMPTON PUBLIC LIBRARY

### HIGHLIGHTS

#### EAST HAMPTON REJOINS LION CONSORTIUM

After over 15 years as a stand-alone Library, the **East Hampton Public Library** rejoined the Libraries Online Library Consortium (LION). This consortium is a partnership of 29 libraries in central and southern Connecticut and includes Middletown, East Haddam and Haddam. The LION consortium gives East Hampton patrons access to over 2.6 million items and over 13,000 digital items through the LION shared catalog. The consortium also provides Library staff with technical assistance with their Integrated Library System and technology. Since joining LION, the Library has seen 20% growth in borrowing month after month.

#### FOCUSING ON FACILITIES AND TECHNOLOGY

Early in Fiscal Year 2017/2018, the Library strove to make our facility comfortable, inviting and welcoming to all. This included upgrading our lighting in the building, cleaning out our spaces, removing broken shelving and investing in welcoming and comfortable spaces for children and families. We also understand how important computer and internet access is to our population. We upgraded

Number of people using library  
computers

**3,096**

ATTENDANCE AT EVENTS,  
CLASSES AND WORKSHOPS

**4,786**

Number of people entering  
the Library **62,877**

our wiring throughout the building and our equipment and software to give our patrons a better technology experience in the Library.



#### REVIVAL OF FRIENDS OF THE LIBRARY

Once prominent and active, the Friends of the East Hampton Library had fallen mostly dormant over the last ten years. The group was revived this year by a few dedicated volunteers. The group now has over 30 members and is actively fundraising for the Library. Even in its dormancy, the Friends of the Library always maintained a bank account and contributed about \$4,000 per year to the Library and supported our museum pass program, special events and more. 🐾

**292**

NUMBER OF  
OUTSIDE  
GROUPS USING  
THE LIBRARY  
COMMUNITY  
ROOMS



**386**

NUMBER OF  
EVENTS, CLASSES  
AND WORKSHOPS



**70,695**

NUMBER OF ITEMS BORROWED



## MISSION

To provide reliable and cost-effective routine and emergency services to maintain the public works infrastructure and systems. Public Works, through its dedicated employees, performs work in a manner that emphasizes customer satisfaction, public service, and the long-term best interest of the community.

## PUBLIC WORKS

### The Public Works Department

continues to focus on projects that add value for the community and has continued to utilize in-house staff for smaller projects. These jobs have a significant impact in several areas including cost savings and efficiency. Working closely with other departments continues to improve overall communication. Work performed by the Department includes, but is not limited to, maintenance/repair/inspection of improved and unimproved roads, maintenance of sidewalks, cleaning/repairing catch basins, traffic sign installation

and maintenance, street line painting and traffic marking, sweeping of roads as well as all municipal parking lots, including schools, snow plowing and salting of roads, mowing of roadsides and intersections to maintain site lines as well as removing dangerous trees in the Town's right-of-way, maintenance of rolling stock, maintenance of five (5) Town-owned cemeteries and operation of the Town's Transfer Station approximately fifty-two (52) days per year. The Department also assists the Park and Recreation Department with the maintenance of the Rails to Trails project.

Efforts this year included repairing many failing catch

basins and stabilization and maintenance of all unimproved roads as needed and after heavy rains. The Department refurbished DPW equipment to expand work life; assisted several departments, including but not limited to the Board of Education, Parks and Recreation and Police Department. In-house restoration of snow removal equipment was performed. This year saw a heavy winter, necessitating many and lengthy Department efforts during the winter period and many road repairs afterward. Public Works assisted the Board of Education with drainage repair in school parking lots and helped with high school graduation. The Department removed the

playscape at Memorial School with assistance from a local contractor volunteer. The Department assisted the Police Department with various signage and with large event traffic control. Public Works paved the driveway through the Skinnerville Cemetery for better access. After Town acquisition of One Watrous Street, and with the help of several private contractors, the building was emptied and items contained therein were disposed of properly. 🗑️



### YEAR AT A GLANCE

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Catch Basin Cleaning - Man Hours (MH)	84	44	190	80	398
Drainage - MH	364	166	168	374	1,072
Maintain Cemeteries, Town Buildings, Village Center - MH	246	306	138	320	1,010
Maintain DPW Facilities/Equipment/Vehicles - MH	1,077	2,081	1,464	1,281	5,903
Meetings Training Development - MH	20	126	12	80	238
Misc. Service Requests - MH	296	282	338	504	1,420
Patching Paving, Curbing Road Work - MH	1,829	941	530	976	4,276
Roadside Mowing - MH	364	282	-	80	726
Snow/Ice Control - MH	-	1,520	4,349	160	6,029
Sweeping - MH	98	-	6	192	296
Unimproved Road Maintenance - MH	311	604	233	368	1,516
Tree Work - MH	284	124	264	660	1,332
Work for Other Depts - MH	351	357	294	626	1,628



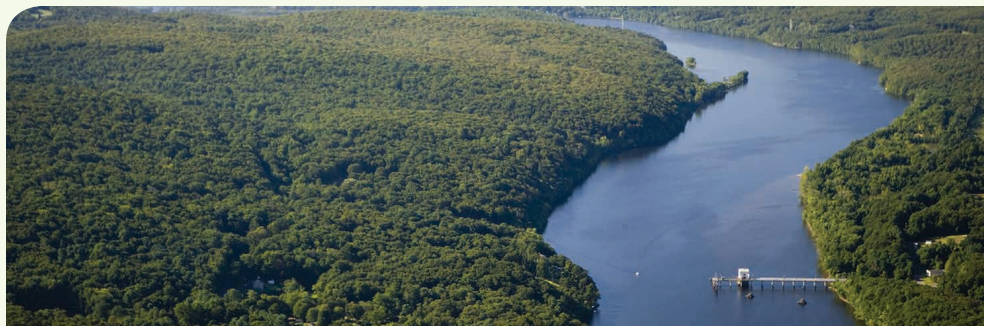


**T**he RiverCOG is responsible for planning of regional land use, transportation, emergency preparedness, environmental conservation, economic development, and homeland security. RiverCOG also provides regional services such as household hazardous waste collection.

Current officers for RiverCOG are Bonnie Reemsnyder (Old Lyme), serving as Chairperson, Michael Maniscalco (East Hampton) as Vice-Chairperson, Noel Bishop (Westbrook) as Secretary, and Carl Fortuna (Old Saybrook) as Treasurer. First Selectwoman Cathy Iino (Killingworth) and Town Manager Anthony Salvatore (Cromwell) join the RiverCOG officers on the Executive Committee. 🌿



*RiverCOG, one of Connecticut's nine Councils of Governments, is governed by the chief elected officials of its 17 member towns: Chester, Clinton, Cromwell, Deep River, Durham, East Haddam, East Hampton, Essex, Haddam, Killingworth, Lyme, Middlefield, Middletown, Old Lyme, Old Saybrook, Portland, and Westbrook.*



## FISCAL YEAR 2018 WAS AN EVENTFUL YEAR FOR RIVERCOG. OUR ACTIVITIES INCLUDED:

- 🌿 We congratulated Richard Grant and Judy Snyder on their retirements, welcomed new office/financial assistant Eliza LoPresti to the staff, and hosted 5 interns
- 🌿 Initiated corridor studies along Routes 66 (E. Hampton/Portland) & 81 (Clinton)
- 🌿 Executive Director Sam Gold was named to the Board of Directors for Sustainable CT
- 🌿 Negotiated a new office lease, allowing RiverCOG to stay in our current office in Essex
- 🌿 Continued work as the fiduciary for the Division of Emergency Management & Homeland Security, Region 2
- 🌿 Acquired the Lower CT River Land Trust nonprofit organization
- 🌿 Worked with communities along the CT River to monitor and remove invasive species such as Trapa
- 🌿 Provided interim land use staffing within the region
- 🌿 Fought cuts to train and bus transit in the region and helped connect 9 Town Transit and MAT via new bus routes
- 🌿 Collected 118,172 lbs. of household hazardous waste, up 13% from 2016, continued paper shredding events, and partnering with the state on new recycling efforts on plastic wraps and bags
- 🌿 Aided Haddam and East Haddam with a Federal grant application for a walkway on the Swing Bridge
- 🌿 Helped initiate the Lower CT Valley Bus Operations Study
- 🌿 Updated the [knowyourfarmers.org](http://knowyourfarmers.org) website
- 🌿 Completed improvements to N. Main St. in Old Saybrook under the LOTCIP program; other projects in the region are currently in progress
- 🌿 Reviewed 55 inter-municipal zoning regulation referrals through the Regional Planning Committee
- 🌿 Convened a committee to look at furthering opportunities for shared municipal services
- 🌿 Ended the Fiscal Year within budget





## MISSION

To provide comprehensive services and programs to the current and evolving populations of older adults in East Hampton to promote their health, nutritional, financial, social, and recreational well-being.

**T**he Senior Center is a Community Focal Point. This designation means the Senior Center provides critical information and services to older adults and serves as a community hub for local activity for Older Adults within the Senior Resources Planning and Service Area.

Older adults access services at the Senior Center for a variety of reasons. Many are participating in the on-going programs that are offered on a regular basis at the Senior Center, such as exercise programs, the elderly nutrition program, (congregate and meals on wheels), music rehearsals, travel, and many more. We continue to collaborate with other agencies i.e. Parks and Recreation Department, the Public Library and the schools to provide additional services

at the Senior Center. There were 171 new participants, from July 1, 2017 to June 30, 2018.

Others use the center as a resource, looking for information regarding Medicare, Housing, SNAP program, Energy Assistance, etc. The Center is able to respond to these needs, with the partnerships with outside agencies and volunteers from the Town. There are East Hampton CHOICES volunteers who provide on-going assistance for Medicare concerns. These CHOICES volunteers allow Older Adults to make informed decisions regarding their healthcare plans. The Choices volunteers are very helpful for persons on Medicare during the Open Enrollment period. The Center also offers educational seminars such as AARP Safe Driving and AARP

Tax Assistance. Additionally, seminars on Town Services, Health Care Options, End of Life Decisions, Nutrition and others are offered.

The Center is a place for Older Adults, family members, care givers, and friends of Older Adults to meet and gather resources as needed. The interactive programs promote involvement, a feeling of well-being, and being a part of the community. The Senior Center programs and services encourage people to be active, vital and relevant. 🧓👥



## YEAR AT A GLANCE

	Units	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
General Membership	New Members	33	22	63	24	142
Meal Program	Congregate meals	573	575	607	749	2,504
Meal Program	Meals on Wheels	492	474	451	425	1,842
Enhanced Transportation (social/recreational)	One Way Ride	252	264	70	144	730
Volunteer Office Hours		87	247	100	338	771
Monthly Visitor Tallies	Unduplicated Sign-ins	578	589	602	696	2,465



## SOCIAL SERVICES

**E**ast Hampton Social Services provides residents with information, referrals, advocacy, short term case management and support, fair housing information, and relocation assistance in accordance with state regulations. We assist clients with the completion of applications to access programs to meet basic needs. We also facilitate connections to agencies and organizations providing health and human services resources. In addition, East Hampton Social Services provides budget counseling and one-time assistance with an urgent need to prevent residents from descending into a long-term crisis and life altering circumstances.

**During Fiscal Year (2018-2019) we worked with families and individuals to address their basic needs and emergency requests. Low-income working families make up a staggering 25% of East Hampton's population.**

- ♥ Provided information, referrals, advocacy and assistance to town residents.
- ♥ Provided in home support and assistance to homebound residents.
- ♥ Completed Energy Assistance applications from September through March.
- ♥ Completed Operation Fuel applications for residents from July through October and December through March.
- ♥ Completed applications with residents for programs to include: Housing; Medicare; Medicare Part D; Medicare Saving Programs; SNAP; and Title XIX.
- ♥ Provided case management services by meeting with residents an average of 3 times each to monitor progress and complete applications and re-determinations.
- ♥ Assisted in finding temporary housing and supports for victims of house fires.
- ♥ Supported families who were scheduled for eviction and foreclosures.

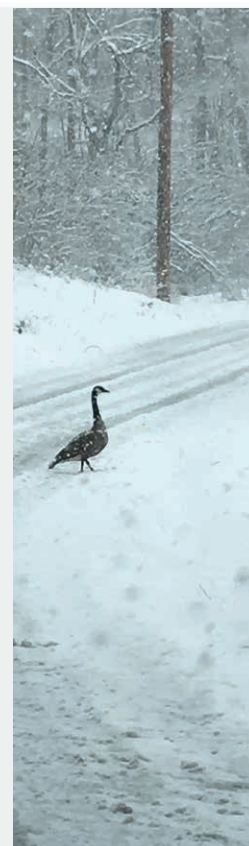
- ♥ Provided support and assistance to homeless adults.
- ♥ Assisted individuals with job readiness skills and resume building.
- ♥ Assisted residents with renewals for state assistance.
- ♥ Assisted residents with providing them information to connect them to other resources that may assist in areas of need, that stem beyond our local abilities.
- ♥ Provided assistance to residents needing to avoid electric service shut off, set up payment plans and enrolled them in multiple budget programs with the provider.
- ♥ Connected residents to proper care coordinators to aid in long term issues they are facing.
- ♥ Collaborated with and referred to many local, regional and state agencies including but not limited to: 211, American Red Cross, East Hampton Housing Authority, Middlesex Hospital, Crisis Hotline, Connecticut Local Administrators of Social Services, Community Health Center, Community Health Resources, Salvation Army, Social Security Administration, State Department of Social Services, State Department of Veterans' Affairs, Statewide Legal Aid, Kuhn Employment Opportunities, River Valley Services, Emergency Mobile Psychiatric Services, Rushford, Gilead Community Services, St. Vincent de Paul, Community Renewal Team, and East Hampton Food Bank.

## YEAR AT A GLANCE

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Oil Assistance	14	40	35	10	99
Electric Assistance	23	27	17	18	85
Homelessness	16	19	13	12	60
Rent Assistance	3	9	6	5	23
Evictions	3	6	3	5	17
Other	104	119	101	117	441
Calls for Information	465	452	404	499	1,820

## SAVINGS AND STATISTICS OF THE DISCOUNT PRESCRIPTION PROGRAM

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Total Claims	205	178	135	147	665
Total Cards Used	32	26	29	29	116
Member RX Cost	\$ 6,622.30	\$ 4,817.99	\$ 3,976.33	\$ 3,777.68	\$ 19,194.30
Avg Member RX Cost	\$ 32.30	\$ 27.07	\$ 29.45	\$ 25.70	\$ 28.86
Price Savings	\$10,902.76	\$10,273.95	\$ 5,945.81	\$ 5,550.64	\$32,673.16
Avg Price Savings	\$ 53.18	\$ 57.72	\$ 44.04	\$ 37.76	\$ 49.13
% Price Savings	62%	67%	60%	60%	62%





**D**epartment of **East Hampton Youth & Family Services** strives to create a supportive environment within our community that enhances the well-being of our youth and their families. Our goal is to empower local families by promoting resiliency, fostering positive youth development, and assisting in building strong and healthy relationships within their home, which will positively benefit our community. Youth and Family Services works closely with the schools, police, agencies, businesses, and organizations to assess community needs, develop strategies, and implement effective programs. The department is committed to expanding our practice of trauma-informed care, restorative justice, and wrap around support. We offer free child, family, and couple's counseling on-site as well as group counseling.

- 👉 The department relies heavily on the use of master's degree-level interns from both social work and marriage and family therapy disciplines
- 👉 We strive to increase access to services and connect families with other therapeutic resources
- 👉 Our counseling services both in-office and Senior Center:
- 👉 In school support
  - Second Step Curriculum
  - Gizmo's Pawesome Guide to Mental Health curriculum
  - QPR Training
  - Individual and Group Counseling at the High School
  - Support for the School Attendance and School Avoidance task group
  - Student wellness programs
- 👉 Offer programming for Positive Youth Development which support young people to learn life skills and develop leadership roles while building self-esteem

- 👉 Overseeing financial scholarships for Parks and Recreation programs
- 👉 Summer Theatre Camp with social emotional learning theme
- 👉 Implement Payless shoe voucher program
- 👉 Leader restorative justice through the Juvenile Review Board
- 👉 LEAD summer program with Shoreline Collaborative
- 👉 Chairing and hosting of the Family Access Collaborative which is a collaborative of community agencies, providers and families working to educate and empower families in East Hampton, Portland, East Haddam and Moodus.

**East Hampton Prevention Partnership** primary focus is on substance abuse education, awareness and providing alternative activities to the youth of East Hampton. Working collaboratively with other town departments, organizations, and schools, the department has strengthened many of the community partnerships that have long been the foundation for programs and initiatives designed to promote relationship building and positive role-modeling for youth.

## SUCCESSES FROM FISCAL YEAR 17-18:

- 👉 Anti-Vaping Campaign at East Hampton High School
- 👉 Installing a medication drop box at the East Hampton Police Department
- 👉 Providing dynamic speakers for the East Hampton High School
- 👉 Participating in Trunk or Treat
- 👉 In conjunction with the Lion's Club's community health fair, offered wellness providers focused on natural approaches to cope with life stress
- 👉 Participated in wellness activities at the East Hampton High School
- 👉 Provided therapy dog visits monthly throughout the school year
- 👉 Attended the CADCA conference focused on student involvement and leadership in peer prevention

## YEAR AT A GLANCE

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Individual Counseling Hours	253	331	355	326	1,265
Couples/Families Counseling Hours	265	337	367	334	1,303
Group Counseling Senior Center	5	13	14	10	42
<b>Total Counseling Hours</b>	<b>523</b>	<b>681</b>	<b>736</b>	<b>670</b>	<b>2,610</b>



## TOWN CLERK

**T**he **Town Clerk's Office** is responsible for recording land records documents, trade name certificates, liquor permits, veterans' exemptions, issuing sporting licenses, dog licenses and vital records as well as election preparation and administration of absentee ballots. It is our duty to preserve and protect the records as required by law. We continuously strive to provide the best service to our citizens and taxpayers.

**Historic Document Preservation Program** grant funds were utilized to merge 16 years of land records indexes. The consolidation included reprinting of the indexes on archival paper and replacement of worn binders to ensure preservation of the records.

### TOWN MEETINGS:

\* 10/30/17 - Special Meeting adjourned to a referendum vote

\* 11/7/17 - Referendum vote approved the acquisition of a parcel of land off of East High Street near its intersection with Lake Vista Drive in East Hampton, and the construction thereon of a town hall and police station including Board of Education offices and a community room and authorizing the issuance of bonds and notes in the same amount to finance the appropriation

\* 5/7/18 - Annual Town Budget Meeting recessed to referendum

\* 5/15/18 - Budget referendum

\* 6/4/18 - Second Annual Town Budget Meeting recessed to referendum

\* 6/12/18 - Budget referendum

## YEAR AT A GLANCE

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Land Recordings	985	788	995	707	3,475
Sports Licenses	53	86	160	226	525
Dog Licenses	377	48	22	979	1,426
Marriage Licenses	15	4	4	11	34
Notary Services	39	40	41	68	188
Maps Filed	21	12	20	29	82
Conveyance Tax Collected	\$ 44,663.51	\$ 55,523.91	\$ 36,404.17	\$ 38,338.68	\$ 174,930.27
On-Line Land Record Copies	\$ 2,485.00	\$ 2,771.00	\$ 2,787.00	\$ 2,864.00	\$ 10,907.00
Certified Vital Records	\$ 2,240.00	\$ 2,340.00	\$ 2,120.00	\$ 2,440.00	\$ 9,140.00
eRecordings	\$ 13,133.00	\$ 12,382.00	\$ 12,129.00	\$ 8,452.00	\$ 46,096.00

## WASTE WATER


**T**he **Town of East Hampton's WPCA**, through the Colchester-East Hampton Joint Facilities, is directly responsible for over 34 miles of collection system and over 27 lift stations in East Hampton. The East Hampton WPCA operating budget ending June 30, 2018 was \$1,172,017.00, which included payment of \$861,660.00, to the Colchester-East Hampton Joint Facilities for treatment and operation of the wastewater system. There are over properties connected to the wastewater system in East Hampton.

State regulations that established the WPCA require that the Authority operate as an "Enterprise Fund" i.e. all fees paid by the users of the system must be used for the operations and maintenance of the wastewater system. There is no Town tax revenue used for the operations or

maintenance of the wastewater system. In East Hampton the users pay \$365.00 per EDU for the annual use of the system. Those users with a Town maintained grinder pump pay an additional \$125.00 per year. Based upon 2017 sewer rate information published by Tighe & Bond Engineers, East Hampton's use rate is one of the lowest of the 17 towns surveyed.

## WATER

The Town owns and through the WPCA operates the **Town Center Water System (TCWS)** and the **Royal Oaks Water System (ROWS)**. The WPCA, through contract services with State certified water treatment and distribution operators, is responsible for the day to day operations of both of these systems. A *Special Revenue Fund* presently exists for the water budget for the

operation and maintenance of these water systems. The operating budget for both systems totaled \$161,416.00, the monthly meter charge is \$40.00 and the commodity charge is \$9.25/1000 gallons used. 

## YEAR AT A GLANCE

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
After Hour Callouts	43	45	55	41	184
New Sewer Permits	3	2	4	2	11