


MEMORANDUM

TO: Town Council

FROM: David E. Cox, Town Manager 

DATE: May 4, 2023

SUBJECT: Agenda Information – 5/9/2023

The following is additional or summary information regarding matters on the upcoming Town Council Agenda. The numbering below follows the agenda, and some routine or self-explanatory items are not discussed in this memo. As you review your packet materials, please do not hesitate to contact the appropriate staff member or me prior to the Council meeting with any questions or concerns.

**8 Continued Business**

**8a Discussion and possible consideration of actions related to the Town’s FY 2024 Annual Budget**

- The Council is asked to discuss and consider the proposed fiscal year 2023/2024 Town Budgets for Education and General Government and the Town’s Capital Improvement Plan. The budgets and plan were developed over several meetings including those of the Capital Improvements Committee, the Board of Education, and the Board of Finance. The Board of Finance recommended budget was received by the Town Council prior to its April 11 meeting. The total recommended budget is \$53,603,971, including \$35,608,655 for Education and \$17,995,316 for General Government, which is divided among Town government expenses (\$13,020,881), Debt Service (\$4,122,435) and Transfers/Capital Improvement (\$852,000). The current version of the budget, which was included in the last packet, is also posted on the Town website in the Finance Department as the [Board of Finance Proposed FY 2024 Budget](#). When the Council is prepared to approve a budget for referendum, it is asked to set the Annual Town Meeting and referendum dates. Based on the various timelines for notice to the community of the Town Meeting and referendum, a Town meeting could occur two weeks after the determination is made and the referendum could occur one week after the Town Meeting. Once approved, the budget document will be issued as the Town Council Recommended Budget and posted to the Town website. The Council is also asked to consider and approve the Capital Improvements Plan for FY2024 as recommended by the Board of Finance as included in the draft budget. The Council will ultimately need actions to determine the recommended budget amounts, call the Town Meeting, adjourn consideration of the budgets to referendum, approve the Capital Improvements Plan and approve any use of ARPA funds for capital improvements and purchases.

Recommendation: Discuss and determine how and when to move ahead.

**9 New Business**

**9a Discussion and possible consideration of a Schedule of Fees and Charges effective July 1 –**

Pursuant to policy, the Council is asked to consider and approve the annual update to the fees and charges levied by the Town for various use or user based items. The attached proposed schedule identifies the current charge and the proposed fee for the term beginning July 1, 2023. Only a few fees are proposed for increase. It is proposed that the fee for building permits be increased by \$.26 (26

cents) per \$1,000 value of construction work. This amount is equal to the amount the Town pays to the State as an “Education Fee,” which supports the free training of Building Officials in the State on various matters of the profession. The Town has previously been paying this fee out of the fees collected rather than adding it as an additional cost. The other proposed increases relate to the amount charged for Private Duty for Police Officers. This is the fee charged to private entities when they hire East Hampton Police Officers and usually involves traffic control assistance at construction sites or large events. The fee is increased to ensure that the costs paid by the Town to the Officers are covered. Effective in 2022, the rate for use of a Police Vehicle was changed to automatically adjust with changes in the IRS rate for vehicles.

Recommendation: Approve the new Schedule of Fees and Charges.

The remainder of the items are of a routine nature, in the sole purview of the Council or are announcements. Please contact me or the appropriate staff member with questions or concerns.

Town of East Hampton  
Town Council Special Meeting  
Tuesday, April 25, 2023  
Town Hall 2<sup>nd</sup> Floor Conference Room #201

**MINUTES**

**Present:** Chairman Mark Philhower, Vice Chairman Tim Feegel, Council Members Pete Brown, Brandon Goff, Eric Peterson, Kevin Reich and Alison Walck and Town Manager David Cox

**Call to Order & Pledge of Allegiance**

Chairman Philhower called the meeting to order at 6:30 p.m. in the Town Hall 2<sup>nd</sup> Floor Meeting Room #201.

**Executive Session**

**Strategy and Negotiation Regarding Collective Bargaining**

A motion was made by Ms. Walck, seconded by Mr. Goff, to enter Executive Session at 6:01pm with Town Manager David Cox, Finance Director Jeff Jylkka and Attorney Nicholas Grello invited into the session. Voted (7-0)

Executive Session ended at 6:22pm.

**Adjournment**

A motion was made by Ms. Walck, seconded by Mr. Goff, to adjourn the meeting at 6:22pm. Voted (7-0)

Respectfully Submitted,

Cathy Sirois

Recording Clerk

Minutes transcribed from notes taken by Town Manager Cox

**Town of East Hampton  
Town Council Regular Meeting  
Tuesday, April 25, 2023  
Town Hall Council Chambers #107 and Zoom**

**MINUTES**

**Present:** Chairman Mark Philhower, Vice Chairman Tim Feegel, Council Members Pete Brown, Brandon Goff, Eric Peterson, Kevin Reich and Alison Walck and Town Manager David Cox

**Call to Order & Pledge of Allegiance**

Chairman Philhower called the meeting to order at 6:30 p.m. in the Town Hall Council Chambers and via Zoom.

**Adoption of Agenda**

A motion was made by Mr. Peterson, seconded by Ms. Walck, to adopt the agenda with a change to move item 9d to the next meeting. Voted (7-0)

**Approval of Minutes**

A motion was made by Ms. Walck, seconded by Mr. Reich, to approve the minutes of the Town Council Special Meeting of April 4, 2023 and the Regular Meeting of April 11, 2023 as written. Voted (7-0)

**Public Remarks**

The Community members listed below which included teachers, students, parents and others provided comments on the proposed 2023-2024 budgets. They were unhappy with the cuts made by the Board of Finance to the Board of Education budget and urged the Town Council to send the budgets back to the Board of Finance for consideration of adding back funding. The students did not want their teachers to be cut.

Debra Field, 18 Oak Knoll Road  
Kelly Snyder, 18 Laurel Glen  
Marly Zinkerman, 38 Spellman Point Road  
Macy Brazal, 8 Colchester Ave  
Noelle Lavender, 16 Lakeview Street  
Joellen Leone, 10 Curry Lane  
Kayden Owen, 4 Forest Street  
Salem Didato, 3 Steeple View Drive  
Kim Fentress, 4 Curry Lane (time to Oliver)  
Alison Hebb, 170 Lake Drive  
Denise Sawyers, 77 Barton Hill  
Donata Barber, 27 Carriage Drive  
Carrienne Benigni, 41 Viola Drive  
Donna Kirk, 51 Chestnut Hill Road  
Daniel Finn, 85 Champion Hill  
Sara Perez, 110 Comstock Trail  
Paul Cerreta, 35 Cobalt Road  
Augie Arndt, 46 Eastham Bridge Road  
Bob Hine, 19 Birchwood Road  
Angelus Tammaro, 25 Lake Boulevard

Katie Williams, 43 Wopowog Road  
Oliver Dickson-Cotto, 23 Cornwell Terrace  
Matt Engelhardt, 27 Bevin Boulevard  
Wes Jenks, 45 Meeks Point Road  
Emily Jovell, 3 Tarragon Drive  
Tania Sones, 17 Curry Lane  
Brendan Hines, 9 Tarragon Drive  
Cristin Flannery, 9 Flannery Row  
Adam Ducki, 64 Barton Hill  
Enja Barry, 25 Collie Brook Road  
Christine Aloia, 82 Viola Drive  
Chris Briggs, 19 Barton Hill  
Nicole Carl, 36 Charles Mary Drive  
William Faber, 45 Schoolhouse Lane  
Julie Foulis, 18 Fernwood Drive  
Nicole Spagnoletti, 36 Viola Drive  
Lisa Johnson, 39 Skyline Drive  
Mike Buck, 15 Valli Drive  
Jarod Ondas, 34 Chatham Acres  
Nancy Kohler, 31 Daniel Street

Alisha Colegrove, 25 White Birch Road  
Craig Frost, 63 White Birch Road  
Emily Cronin, 24 Abbey Road  
Chelsea Baczek, 40 North Main Street  
Billy Anderman, 37 Royal Oaks

Caleb Zuber, 23 Brookhill Drive  
Eric O'Connor, 17 Hyde Farm Terrace  
Abby Miller, 27 Tarragon Drive  
Marlene Geary, 38 Wangonk Trail

Ted Turner, 223 Hog Hill Road and Board of Finance member, commented that the vote by the Board of Finance was not unanimous.

Sal Nucifora, 147 Colchester Avenue and Board of Education member, commented that he voted at the Board of Education meeting against cutting teachers.

Christina Tammaro Dzagan, 34 South Main Street and Chair of the Board of Education, wanted to inform the Council that the vote at the Board of Education meeting wasn't because they want to see teachers removed it is because there is a legal obligation to hand out pink slips if needed by May 1.

### **Presentations**

None

### **Bids & Contracts**

None

### **Resolution/ Ordinances/ Policies/ Proclamations**

#### **Adoption of Fair Housing Resolution**

Annually the Town Council adopts a Fair Housing resolution showing the town's commitment to upholding and enforcing the doctrine of fair housing for all within the community.

A motion was made by Mr. Reich, seconded by Ms. Walck, to adopt the Fair Housing Resolution as presented. Voted (7-0).

### **Continued Business**

#### **Sub-Committee Reports & Updates**

Mr. Reich reported that the Middle School Roof Committee met with the Department of Administrative Services to review the plans for the roof.

Mr. Philhower questioned an issue with the High School tennis courts having a crack after recently being repaired. More information will be obtained on this subject.

The Water Sub-Committee will be meeting on Wednesday, April 26<sup>th</sup>.

### **New Business**

#### **Discussion and Possible Action on 2023-2024 General Government & Board of Education Budgets and Capital Plan**

A motion was made by Mr. Reich, seconded by Mr. Brown, to send the General Government and Board of Education budgets back to the Board of Finance based on community feedback. Voted (2-5) Mr. Reich and Mr. Brown in favor; Chairman Philhower, Vice Chairman Feegel, Mr. Goff, Mr. Peterson and Ms. Walck against.

The budget discussion will be included on the next meeting agenda.

### **Discussion and Possible Action on Prevention Partnership Survey**

Prevention Coordinator Courtney Widrick provided an overview of the Prevention Partnership's Youth Survey. The survey is done every two years as a condition of the grant that funds the alcohol and drug use prevention activities of the Town.

A motion was made by Mr. Goff, seconded by Ms. Walck, to approve the Prevention Partnership Youth Survey. Voted (7-0)

### **Discussion and Possible Action Regarding Participation in Regional Housing Committee**

The Lower CT River Valley Council of Governments (RiverCOG) created the Regional Housing Committee in follow up to the Regional Housing Plan. The committee is intended to provide a forum for ongoing coordination and collaboration on housing issues among RiverCOG municipalities with the goal of improving housing diversity and opportunity in the region. It is suggested that the member be appointed by the Planning and Zoning Commission, as is the member to the Regional Planning Commission.

A motion was made by Mr. Reich, seconded by Mr. Brown, to approve the inclusion of East Hampton in the Regional Housing Committee with the Planning & Zoning Commission appointing the member. Voted 7-0)

### **Discussion and Possible Action on Town Manager FY24 Wage and Contract**

This item is tabled to a future meeting.

### **Town Manager's Report**

Mr. Cox provided his written report for the Council members which will be included with the minutes filed in the Town Clerk's Office.

### **Appointments**

None

### **Tax Refunds**

A motion was made by Ms. Walck, seconded by Mr. Goff, to approve tax refunds in the amount of \$285.55. Voted (7-0)

### **Public Remarks**

The Community members listed below voiced their disappointment in the Town Council members that voted no to sending the budget back to the Board of Finance.

Karen Wanat, 35 Long Crossing  
Mike Buck, 15 Valli Drive  
Adam Ducki, 64 Barton Hill  
Matt Engelhardt, 27 Bevin Boulevard  
Matthew Gallmon 23 Old Skinner Street  
Tania Sones, 17 Curry Lane  
Caleb Zuber, 23 Brookhill Drive  
Julie Foulis, 18 Fernwood Drive  
Christina Hoy, Eastham Bridge  
Brian Corvo, 42 Sunrise Lane  
Margaret Faber, 45 Schoolhouse Lane  
Alisha Colegrove, 25 White Birch Road

Brian Corvo, 42 Sunrise Lane  
Donata Barber, 27 Carriage Lane  
Catherine Mojo, 20 Summit Street  
Cristin Flannery, 8 Flannery Row  
Matthew Garcia, 51 Hog Hill  
Mark Kohler, 31 Daniel Street  
Christina Tammaro Dzagan, 34 South Main Street  
Kim Fentriss, 4 Curry Lane  
Augie Arndt, 46 Eastham Bridge  
William Faber, 45 Schoolhouse Lane  
Andrew Lombardo, 14 Pocotopaug Drive  
Marlene Geary, 38 Wangonk Trail

William Anderman, 37 Royal Oaks  
Kitty Roman, 36 Eastham Bridge

Irene Kuck, 11 South Main Street

### **Communications, Correspondence & Announcements**

#### **Memorial Day Parade**

A letter was received from the VFW inviting the Council to march in the Memorial Day Parade on Monday, May 29<sup>th</sup>.

#### **Correspondence Regarding the Budget**

Twenty-eight (28) letters were received from residents regarding the budget.

#### **Eversource Transmission Line Work Near Hurd Park**

Information was received from Eversource regarding transmission line work near Hurd Park.

#### **Adjournment**


A motion was made by Mr. Reich, seconded by Mr. Goff, to adjourn the meeting at 9:10pm. Voted (7-0)

Respectfully Submitted,

Cathy Sirois  
Recording Clerk

MEMORANDUM

TO: Town Council

FROM: David E. Cox, Town Manager 

DATE: May 3, 2023

SUBJECT: Budget Question Information

In anticipation of the Council’s consideration of the FY 2024 Town Budget at the meeting on May 9, a few questions were received. This document will address questions related to the General Town Operations portion of the budget. Questions related to the Education portion of the budget will be addressed in separate documents from BOE staff, but the questions will be outlined below.

**TOWN OPERATIONS QUESTIONS**

**Q What is causing the increase of 13% in the Employee Medical Insurance Line?**

A The FY 2023 health insurance budget was approved at \$1,447,000. As the Council may recall, this amount was based on some preliminary numbers provided by the State. When the Town received the renewal rates, the rate increase was twice what was part of the draft budgeted. During discussion at a Council meeting, staff indicated that the budget shortfall was estimated to be between \$50,000 and \$100,000 but that the recommendation was not to change the budget as staffing changes and insurance selections were always an unknown. During FY 2023, the end-of-year insurance costs were calculated based on the updated renewal rates and the actual usage and were estimated to be \$1,547,752. This amount is \$100,752 higher than budget. The actual cost of insurance in FY 2023 is the starting point for the new calculation.

The FY 2024 health insurance budget is estimated to cost \$1,636,000 and is included in the proposed budget. The health insurance budget is developed based on actual employees in the plan as well as anticipated employee changes, which produces a more accurate estimate. The blended premium increase for FY 2024 is known from the State to be 7.1%, which is a firm figure. This amount would be similar to the increase in premiums for the Board of Education employees as the blended rate accounts for premium changes at various plan levels (single, employee plus one, and family) and the breakdown of employees in each category. Additionally, there are known changes to plan level selection among Town employees and anticipated increases in employee premium cost share. Using the “actual” figure from FY 2023 of \$1,547,752 as the starting point, the FY 2024 budget is calculated as follows:

<b>FY 2023 Estimate</b>	\$	1,547,752
<b>7.1% Rate Increase</b>	\$	109,890
<b>Estimated budget before savings</b>	\$	<b>1,657,642</b>
<b>Savings relating to plan selection and EE cost share</b>	\$	(21,327)
<b>Estimated FY 2024 Budget</b>	\$	<b>1,636,315</b>

**Q What amount is included in the budget for the cost of creating a Lieutenant position?**

A The budget includes \$30,000 under the New Staff/Programs line for salary, uniform and other costs associated with creating the new rank. The remaining \$3,000 in this line is for costs associated



with the Town's participation in a joint, regional cell phone data extraction service with multiple agencies led by Middletown Police.

**Q Should there have been a greater reduction in the salary costs for Parks and Recreation?**

A When the Council approved a full time programming position in the Parks and Recreation Department to be fully funded through program revenue, the part time administrative position, which is supported in the General Fund, remained in the Department. As such, the costs for this part time position remain in the Part Time/Seasonal Salaries line. Increases in this line are primarily driven by the final year of the increase in minimum wage offset by continuing efforts to be efficient with staffing and hours of services. The reduction that occurred in the Full Time Salaries line is due to employee turnover in the Department.

**EDUCATION RELATED QUESTIONS**

Questions or requests as outlined below were asked of the Board of Education staff and those responses and materials are included in the packet under separate cover.

- Please provide history of the approved Education budgets for the fiscal years 2019 through 2023 plus BOE and BOF proposed for FY 2024 showing percent and dollar increase from year to year or budget to budget.
- Please discuss grant funding changes or consumption of grant funds and how that is a contributing factor for the increase in General Fund costs for education related expenses. Is there a shift of costs from grants to GF?
- According to information, three teachers are retiring or leaving this year. How much money does that change end up saving?
- Please provide an update on the year-to-date expenditures for Education.

**Questions forwarded by Town Manager David Cox for Town Council's Budget Review  
Answers from East Hampton Board of Education, Karen Asetta School Business Manager**

**May 4, 2023**

**Question 1: The approved BOE budgets for the fiscal years 2019 through 2023 plus BOE and BOF proposed for FY 2024 showing percent and dollar increase from year to year or budget to budget.**

East Hampton Board of Education							
Final Budget Appropriation per Audited Financial Statements							
	2018-19	2019-20	2020-21	2021-22	2022-23**	2023-24 BOE	2023-24 BOF
Final Appropriation	30,730,752	31,176,193	32,132,300	33,085,395	34,351,732	36,400,655	35,608,655
Change from PY							
Final		1.45%	3.07%	2.97%	3.83%	5.96%	3.66%

Note: 2018-19 includes additional appropriation after 4 referendums of \$140,00 also note: final 2022-23 to be determined

**An important note regarding powerful impact of inflation over time; to replace the buying power of the 2018-19 budget of \$30,730,752 as of the start of the current school year (September 2022) would require \$36,194,112. Thus, our current year budget funding of \$34,351,732 has not kept up with inflation.** Translating the buying power of the 2018-19 final budget to the 2022-23 budget was completed by utilizing the US Bureau of Labor Statistics CPI Inflation Calculator [https://www.bls.gov/data/inflation\\_calculator.htm](https://www.bls.gov/data/inflation_calculator.htm)

Bureau of Labor Statistics published Consumer Price Index (CPI) every month, yielding the inflation rate

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Average
2023	6.41%	6.04%	4.98%										
2022	7.48%	7.87%	8.54%	8.26%	8.58%	9.06%	8.52%	8.26%	8.20%	7.75%	7.11%	6.45%	8.00%
2021	1.40%	1.68%	2.62%	4.16%	4.99%	5.39%	5.37%	5.25%	5.39%	6.22%	6.81%	7.04%	4.70%
2020	2.49%	2.33%	1.54%	0.33%	0.12%	0.65%	0.99%	1.31%	1.37%	1.18%	1.17%	1.36%	1.24%
2019	1.55%	1.52%	1.86%	2.00%	1.79%	1.65%	1.81%	1.75%	1.71%	1.76%	2.05%	2.29%	1.81%
2018	2.07%	2.21%	2.36%	2.46%	2.80%	2.87%	2.95%	2.70%	2.28%	2.52%	2.18%	1.91%	2.44%

**Question 2: A discussion of grant funding changes or consumption and how that is a contributing factor for the increase in GF costs for education related expenses. Is there a shift of costs from grants to GF?**

Funding of \$483,639 from the “American Rescue Plan Elementary and Secondary School Emergency Relief Fund” or ARP ESSER, was provided through the school year ending June 2024. The Board of Education’s original plan, approved by the Connecticut State Department of Education, was to fund two math instructional coaches. This plan required an extensively documented program of public engagement and identification of verifiable data for a mandatory evaluation purposes.

Because of the status of our current budget for the year ending June 2023, we altered this plan (now approved by the State of Connecticut) to fund the equivalent of 1.3 current year teachers from the ARP ESSER grant. These teachers are also related to math instruction to be consistent with the original intent and design of the grant. As a result of utilizing the ARP ESSER funding in this current year to offset our budgetary needs, we will not have sufficient funding to cover two teachers next year from ARP ESSER, only one will be grant funded. One math instructional coach will be moved to the general fund at the cost of approximately \$101, 650.

We originally anticipated losing one additional certified teaching role, a psychologist, due to the expiration of an additional grant, the “American Rescue Plan IDEA” funding. However, we were notified in late February 2023 of our successful award of a new highly competitive grant (one of only 20 towns selected), the “ARPA School Mental Health Workers” assuring grant support for the psychologist position for the next two years.

**Question 3: According to information, three teachers are retiring or leaving this year. How much money does that change end up saving?**

We have transparently listed a “negative” certified salary line (page 27 of the detail book, general ledger account number 01961000 5111) for \$165,000 in this current year and \$140,000 in the upcoming 2023-24 year. ***This effectively builds into our existing request for 2023-24 an assumed certified savings of \$80,000 for unpaid leaves and an additional savings \$60,000 from retirements not identified as of the time our budget is developed.***

The two retirements are at top step (Masters 12), so replacements at Masters step 2 would save \$35,872 each or \$71,744 in total, close to the presumed number listed above.

However, the resignation of a special education teacher (at Master Step 5 in 2023-24) is not expected to yield any savings, and most likely could cost significantly more due to the cost of hiring a new teacher in the current competitive hiring environment. Special education teachers are currently identified as an extreme teaching shortage area, increased availability of this certification type of is not currently foreseen in statewide hiring surveys.

**Question 4: An update on the year-to-date expenditures for the BOE similar to the one prepared a few weeks ago**

Attached. Please note, two circumstances degraded the forecast. One is the final funding of the Special Education Excess Cost Grant which was reduced unexpectedly from the new tiered formula previously announced by the Connecticut State Department of Education (88% to 76%). This grant is provided to reimburse eligible special education costs proportionally based on a claiming system routinely open only twice per year. The final applications statewide on March 1 were much higher than anticipated from the December 1 level. The second change is in an increased level of required building repairs, primarily for the HVAC and plumbing systems at the High School.

Board of Education Operating Budget	Actual 21-22	Actual 22-23 YTD 5/1/2023	Grant and fund offsets (ESSER grant revised for one time savings)	Projected total spending 22-23 5/1/2023	Revised Budget 22-23 with ASO	Projection to budget B/(W)	Conditions influencing prior assumptions
<b>Certified Salaries</b>	16,697,711	12,982,694	135,000	17,079,932	17,280,547	200,615	
<b>Classified Salaries</b>	5,239,936	4,625,648	0	5,848,000	5,408,000	(440,000)	Long term sub costs in extreme shortage areas (\$194,000 of excess), added interventionists (\$158,000), unanticipated reduction in Title 1 (\$57,000)
<b>Medical Insurance</b>	4,459,078	4,180,463	170,000	4,805,000	4,763,020	(41,980)	Our budget prepared prior to 1/13/22 with 5% - 1/26/22 preliminary 8% - final announced 4/20/22 was 10.5%
<b>Life Insurance</b>	52,871	55,236		66,490	58,240	(8,250)	
<b>Payroll Taxes</b>	643,327	538,521	2,500	688,941	658,218	(30,723)	Direct relationship to salaries and wages
<b>Pension</b>	620,432	638,633	50,000	616,633	684,455	67,822	Using all prior forfeitures from turnover for 2023 (approx \$41,000)
<b>Unemployment Comp</b>	3,169	0		3,000	5,000	2,000	
<b>Worker's Compensation</b>	135,965	138,982		138,982	144,609	5,627	
<b>Technology Software</b>	252,004	309,072		312,000	260,000	(52,000)	Cybersecurity software/monitoring = 30K acquired late in 2021 per agreement with Town In prior years I-Ready was pre-paid. Thus I-ready (approx \$39K was purchased in 2021 for 2022, 2022 had zero payment for IREADY)
<b>Meetings/Conf/Training</b>	14,256	8,892		12,500	31,000	18,500	
<b>Professional/Tech Services</b>	786,970	693,580		746,580	747,956	1,376	Services related to outplacements and supplemental speech services delivered locally, still estimated
<b>Public Utilites (water/sewer)</b>	63,506	59,390		67,634	68,718	1,084	
<b>Repairs and Maintenance</b>	458,005	324,794		350,000	287,000	(63,000)	Repairs required for building functioning, spring repairs at High School remain high, plus water system operation and testing
<b>Rental (includes copiers)</b>	99,613	104,660		104,660	97,400	(7,260)	
<b>Pupil Transportation</b>	1,465,504	1,162,547		1,635,000	1,478,864	(156,136)	13 buses planned <b>added outplacements increasing cost</b>
<b>Other Transport (athletics)</b>	1,887	2,446		5,000	30,036	25,036	
<b>Property/Liability Ins</b>	122,146	123,144		123,085	124,639	1,554	
<b>Phones, printing, ads</b>	84,631	59,547		81,140	77,250	(3,890)	
<b>Tuition</b>	1,223,364	1,565,735		1,570,000	1,259,538	(310,462)	budget for existing as of January 2022 (8) responsible for additional students subsequently as of May 3rd, 15 are outplaced. Dynamic situations, efforts to return some in district appear successful.
<b>Magnet School Tuition</b>	144,543	142,521		142,521	131,250	(11,271)	
<b>Staff Travel</b>	3,738	1,962		5,500	8,000	2,500	
<b>Other Purchased Services</b>	28,551	12,848		34,000	37,000	3,000	
<b>Supplies/Mat/Minor Equip</b>	416,741	313,138		335,000	312,880	(22,120)	
<b>Natural Gas</b>	173,457	155,580		211,618	201,577	(10,041)	significant pricing increases, extreme market uncertainty
<b>Electricity</b>	321,113	203,322		282,000	418,000	136,000	solar field began generating Feb 2021
<b>Motor Fuel</b>	90,762	107,780		122,780	110,000	(12,780)	only 15,000 gallons at 2.63 balance at market
<b>Textbooks/Workbooks</b>	71,837	134,571		135,000	157,500	22,500	new elementary math program
<b>Books/Periodicals</b>	13,960	11,853		13,000	14,000	1,000	
<b>Other Supplies/Matls - tech</b>	33,905	27,720		29,000	35,000	6,000	
<b>Computer Equipment</b>	13,154	87,702		87,702	104,800	17,098	chromebooks in operating budget
<b>Dues and Fees</b>	48,394	45,107		46,000	46,000	0	
<b>TOTAL SPENDING</b>	<b>33,784,530</b>	<b>28,818,088</b>		<b>35,698,697</b>	<b>35,040,497</b>	<b>(658,200)</b>	
<b>LESS : Excess cost grant</b>	702,542	0		752,000	688,765	(63,235)	based on current outplacements, final state payment late May (last year May 23, 2022). Increased <b>State share 88% from 73% new info February 2023, then reduced to 76%</b> based on Statewide applications for reimbursement based on the March 1st application deadline
LESS: Other tuition revenue	0	0		0	0	0	allocating staff to STARS fund
<b>FINAL TOTAL AFTER EXCESS COST</b>	<b>33,081,988</b>	<b>28,818,088</b>	<b>357,500</b>	<b>34,946,697</b>	<b>34,351,732</b>	<b>(594,965)</b>	

Code Reference (If applicable)		Description	Current Fee	Proposed Fee (effective 7/1/23)		Notes	
Chapter	Section						
1	8	Sale of Code book	\$	125.00	\$	125.00	Entire Book from codifier. Sections or pages provided pursuant to standard copying rates.
12	5	<b>Cemetery Fees</b>					
		Plots	\$	500.00	\$	500.00	
		Opening	\$	600.00	\$	600.00	
117	5	<b>Charge for Bid Documents</b>	Reasonable fee associated with the production of hard copies at the discretion of the Town Manager	Reasonable fee associated with the production of hard copies at the discretion of the Town Manager			
161	7	<b>Amusement Devices</b>					
		Annual License	\$	100.00	\$	100.00	per device/machine
		Seasonal License	\$	50.00	\$	50.00	per device/machine
192	6	<b>Nonrefundable Excavation Permit Application Fee (Road Opening)</b>	\$	45.00	\$	45.00	Plus Bond/Security
192	6	<b>Excavation Fee (in paved surface)</b>	\$	15.00	\$	15.00	Plus Bond/Security
		<b>Driveway Permit</b>	\$	25.00	\$	25.00	
200	8	<b>Land Use Application Fees</b>					
	A	<b>Inland/Wetland Agency</b>					
		Application Fee Residential	\$	50.00	\$	50.00	Per each lot plus Schedule A Fee and DEEP fee
		Application Fee Commercial	\$	400.00	\$	400.00	
		Authorized Agent Approval	\$	30.00	\$	30.00	
		Public Hearing Fee - Single Residential Lot	\$	100.00	\$	100.00	
		Public Hearing Fee - Subdivision	\$	300.00	\$	300.00	
		Public Hearing Fee - Commercial, Industrial, other	\$	300.00	\$	300.00	
		Complex Application Fee	Actual Cost		Actual Cost		Pursuant to Section 19 of the EHIWWA regulations
		Regulation Amendment Petitions	\$	100.00	\$	100.00	Not including Notices or DEEP Regulation Advisories
		Map Amendment Petitions	\$	10.00	\$	10.00	Plus Schedule B Cost
		Residential Approval Modification	\$	25.00	\$	25.00	
		Subdivision Approval Modification	\$	50.00	\$	50.00	

	Commercial, Industrial, Other Approval Modification	\$	75.00	\$	75.00
	Renewal of Previous Approval	\$	50.00	\$	50.00
	Schedule A (area of regulated activity on wetlands, watercourses and upland review areas)				
	<1000 Sq. Ft.	\$	-	\$	-
	1000<=5000 Sq. Ft.	\$	200.00	\$	200.00
	>5000	\$	400.00	\$	400.00
	Schedule B (linear feet of wetland and/or watercourse boundary subject to change)				
	<500	\$	-	\$	-
	500<=1000	\$	100.00	\$	100.00
	>1000	\$	200.00	\$	200.00
<b>B</b>	<b>Zoning Board of Appeals</b>	\$	300.00	\$	300.00
<b>C</b>	<b>Site Plan Approval/Special Permit</b>				
	Residential	\$	150.00	\$	150.00
	Commercial, Industrial, Designed Development 3000 Sq Ft or less	\$	150.00	\$	150.00
	Commercial, Industrial, Designed Development 3001 - 5000 Sq Ft	\$	250.00	\$	250.00
	Commercial, Industrial, Designed Development 5001 - 10,000 Sq Ft	\$	600.00	\$	600.00
	Commercial, Industrial, Designed Development 10001 - 15000 Sq Ft	\$	1,100.00	\$	1,100.00
	Commercial, Industrial, Designed Development Each Additional 5000 Sq Ft or increment above 15000 Sq Ft	\$	500.00	\$	500.00
	Site Plan Modification - Minor	\$	50.00	\$	50.00
	Site Plan Modification - Major	\$	100.00	\$	100.00
<b>D</b>	<b>Special Permit Apartment Complex</b>	\$1000 plus \$100 per unit		\$1000 plus \$100 per unit	
<b>E</b>	<b>Subdivision Plan</b>				
	>5 lots	\$500 plus \$150 per lot		\$500 plus \$150 per lot	Plus \$60 state fee
	1<5 lots	\$150 per lot		\$150 per lot	Plus \$60 state fee
<b>F</b>	<b>Other Planning and Zoning Commission</b>				
	Zoning or Subdivision Regulation Text Amendment	\$	300.00	\$	300.00
	Zoning Map Change	\$	500.00	\$	500.00

<b>G</b>		<b>Middle Haddam Historic District</b>	\$	25.00	\$	25.00	
		<b>Administrative Zoning and Land Use fees</b>					
		New Principle Structure	\$	100.00	\$	100.00	
		Addition to existing primary structure	\$	75.00	\$	75.00	
		New Accessory Structure	\$	50.00	\$	50.00	
		First Cut Lot Division	\$	40.00	\$	40.00	
		New Shed <200 Square Feet	\$	25.00	\$	25.00	
		Lot Line Revision	\$	25.00	\$	25.00	
		Filling/Excavation/Grading <5,000 sf	\$	25.00	\$	25.00	
		All Other ZEO Approval	\$	25.00	\$	25.00	
<b>219</b>	<b>9</b>	<b>Rooming House License - Annual</b>		Not Established		Not Established	
<b>228</b>	<b>2</b>	<b>Junk Dealer License - Annual</b>		Not Established		Not Established	
<b>228</b>	<b>2</b>	<b>Junk Dealer Vehicle - Per Vehicle</b>		Not Established		Not Established	
<b>250</b>	<b>3</b>	<b>Peddlers License</b>					Provided in Code section
		Application Fee	\$	20.00	\$	20.00	
		One Month License	\$	25.00	\$	25.00	
		Six Month License	\$	125.00	\$	125.00	
		One Year License	\$	200.00	\$	200.00	
<b>269</b>	<b>4</b>	<b>Non-Resident Refuse Disposal</b>		Not Established		Not Established	
<b>269</b>	<b>5</b>	<b>Resident Refuse Disposal</b>		Not Established		Not Established	
		<b>Transfer Station</b>					
		Tires < 20 inch	\$	5.00	\$	5.00	per tire
		Tires >=20 inch	\$	10.00	\$	10.00	per tire
		Stuffed Chair	\$	5.00	\$	5.00	
		Couch	\$	30.00	\$	30.00	
		Bulky Waste Car Load	\$	5.00	\$	5.00	
		Bulky Waste Short Bed Truck/Minivan Load	\$	20.00	\$	20.00	
		Bulky Waste Long/Standard Bed Truck/Van Load	\$	30.00	\$	30.00	
		Dump Truck	\$	80.00	\$	80.00	
		Trailer	\$	30.00	\$	30.00	
		Annual Sticker	\$	10.00	\$	10.00	Required for Entry
<b>269</b>	<b>19</b>	<b>Refuse Collectors and Vehicles</b>					
	<b>B</b>	<b>Collector License - Annual</b>	\$	35.00	\$	35.00	Includes one vehicle



	<b>D</b>	<b>Vehicle/Container Registration - Annual per vehicle</b>	\$	15.00	\$	15.00	Each beyond first.
<b>282</b>	<b>5</b>	<b>Wrecker List Placement Fee</b>	\$	50.00	\$	50.00	
		<b>Record copies and access fees</b>		In accordance with State Law		In accordance with State Law	
		<b>Program/Activity Fees</b>		Determined per program by the Director of the Department/Division presenting the program (e.g. Parks and Recreation, Library, Senior Center, Etc.) subject to review by the Town Manager		Determined per program by the Director of the Department/Division presenting the program (e.g. Parks and Recreation, Library, Senior Center, Etc.) subject to review by the Town Manager	
		<b>Police Department Private Duty</b>					
		Officer Per Hour Weekdays (Four Hour Increments)	\$	85.00	\$	88.00	Per Hour
		Officer Per Hour Weekends (Four Hour increments)	\$	105.00	\$	108.00	Per Hour
		Vehicle - Weekdays		(IRS Rate*30) per hour of Officer time		(IRS Rate*30) per hour of Officer time	Per hour
		Vehicle - Weekends		(IRS Rate*30) per hour of Officer time		(IRS Rate*30) per hour of Officer time	Per hour
		Non-Profit Rate Weekdays (Vehicle Included, 4 hour increments)	\$	75.00	\$	78.00	Per Hour
		Non-Profit Rate Weekends (Vehicle Included, 4 hour increments)	\$	99.00	\$	102.00	Per Hour
		<b>Non-Resident Fingerprinting</b>	\$	10.00	\$	10.00	
		<b>Pistol Permit Administration Fee</b>	\$	70.00	\$	70.00	Set by State
		<b>Building Permit Fees</b>					
		Demolition Permit	\$	5.00	\$	25.00	
		Minimum Fee	\$	25.00	\$	25.00	
		First \$1,000 of construction value	\$	25.00	\$	25.26	Value substantially in conformance with RS Means or similar data source for the area or verified third party construction contract with estimates. State Education Fee added.

Each additional \$1,000 or portion thereof.	\$	12.50	\$	12.76	Value substantially in conformance with RS Means or similar data source for the area or verified third party construction contract with estimates. State Education Fee added.
<b>Sears Park Pavilion (Half Day)</b>	\$	75.00	\$	75.00	4 hours 9am to 1pm or 1pm to 6pm; plus \$125 Security Deposit
<b>Sears Park Pavilion (Full Day)</b>	\$	125.00	\$	125.00	9am to 6pm; plus \$125 Security Deposit
<b>Boat Storage (Non-Town)</b>	\$	50.00	\$	50.00	Per Boat
<b>Non Town use of Sears Park Launch/Facilities - Half Day</b>	\$	75.00	\$	75.00	No Security Deposit
<b>Non Town use of Sears Park Launch/Facilities - Full Day</b>	\$	150.00	\$	150.00	No Security Deposit
<b>Sears Park Access Sticker</b>	No Fee		No Fee		Sticker Provided
<b>Boat Launch Access Sticker</b>	\$	50.00	\$	50.00	Annual
<b>Kayak/Canoe Storage - Sears Park</b>	\$	100.00	\$	100.00	Price Per Vessel maximum of two vessels allowed per family
<b>Field Use Fee Saturday (Non-Town affiliated teams)</b>	\$	35.00	\$	35.00	Price per hour, four hour minimum, plus material costs
<b>Field Use Fee Sunday (Non-Town affiliated teams)</b>	\$	50.00	\$	50.00	Price per hour, four hour minimum, plus material costs



**Jim Prue**  
**Building Official**  
**[buildingofficial@easthamptonct.gov](mailto:buildingofficial@easthamptonct.gov)**

2/28/2023

Demolition fees Comparison to nearby Towns

Town of East Hampton: \$5.00

Town of Hebron: \$12.00 per \$1,000 / minimum fee \$36.00

Town of East Haddam: \$150.00 Flat House & \$75.00 Small Shed

Town of Colchester: \$51.00

Town of Marlborough: \$30.00

Town of Portland: \$25.00

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# Town of East Hampton

Building Department  
20 East High Street, East Hampton, CT 06424  
Tel (860) 267-9601 [www.easthamptonct.gov](http://www.easthamptonct.gov)

\$5.00 Fee

## APPLICATION FOR DEMOLITION

Please complete entire application and submit with ALL required information.

Owners name \_\_\_\_\_ Phone \_\_\_\_\_

Owners address \_\_\_\_\_ Email \_\_\_\_\_

Address of Structure to be demolished \_\_\_\_\_

Assessors Map \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_

Type of construction \_\_\_\_\_

Estimated cost of demolition \_\_\_\_\_ Age of structure \_\_\_\_\_

Demo Contractor Name \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_ Email \_\_\_\_\_

Demo Contractor License No: \_\_\_\_\_ Expiration date: \_\_\_\_\_

Contact person for this application \_\_\_\_\_ Phone \_\_\_\_\_

Please include the following with your application.

- 1) Disconnect letter from ALL utilities, gas, water, electric, phone, cable, etc.
- 2) Proof of workers compensation insurance, and liability insurance, insurance certificate must name the Town of East Hampton as additional insured. Include copy of license.
- 3) Demo contractor must provide a "save harmless" declaration.
- 4) Letter from company removing or accepting debris.
- 5) Copy of letter notifying adjoining property owners; please attach receipts from post office; certified or registered mail. If 50 years old or older must be a copy of the legal notice.
- 6) Copy of assessors' field card/property card.
- 7) Construction documents and schedule of demolition. (approx. start & finish dates)
- 8) Attach an actual photograph(s) of structure to be demolished.
- 9) Contact Chatham Health regarding compliance with the Health District; 860-365-0884.

It is the responsibility of both the applicant and property owner to comply with ALL aspects of the Town of East Hampton Zoning Regulations as the result of any proposed demolition and/or construction activity at the subject property.

We the undersigned agree to comply with all the restrictions and regulations set forth in sections 29-401 through 29-415 of The Connecticut General Statutes entitled "State Demolition Code"

Signature of owner \_\_\_\_\_ Date \_\_\_\_\_

Signature of demo contractor \_\_\_\_\_ Date \_\_\_\_\_

Date of application \_\_\_\_\_ Fee: \_\_\_\_\_ Rec'd by: \_\_\_\_\_

FEES

200 Attachment 1

Town of Hebron

Schedule of Fees

**I. Building Permit and Application Fees**

The fee for each plan review, building permit, inspection, and certificate shall be paid in accordance with the following schedule:

- A. The fee for building permits shall be \$12 for each \$1,000 of value of work including labor and material, or fraction thereof, with a minimum fee of \$36.
- B. A certificate of occupancy fee of \$0.25 for each \$1,000 of value of work including labor and material, or fraction thereof, with a minimum fee of \$25 shall be assessed on all building permits that require a certificate of occupancy.
  - a. Temporary and partial certificate of occupancies shall only be issued at the discretion of the Building Official and shall be subject to fees that are in addition to the normal permit fees. The fee for residential projects shall be \$75 per request and \$150 for commercial projects per request. The fees shall be paid in full prior to the scheduled inspection.
- C. Mechanical, plumbing, fire protection, and electrical permit fees shall be calculated at the same rate as building permit fees, except that there will not be a certificate of occupancy fee.
- D. The permit fee for moved or relocated structures shall be based on the construction value for new construction.
- E. Refunds shall be requested in writing by the applicant and shall be subject to the following;
  - a. Permits and applications that have been abandoned or become expired as per the State Building Code shall be nonrefundable.
  - b. The Town shall retain \$2 for each \$1,000 of value of work with a minimum fee of \$36 as administrative and review fees.
- F. Working without a permit: A fee shall be assessed for working without a permit. The fee assessed shall be equal to and in addition to the normal permit fee with a \$50 minimum. Work that is determined to be an emergency or required prior to permit issuance by the Building Official or Fire Marshal shall be exempt from this fee.
- G. Re-inspection fee: A \$25 fee shall be assessed to the applicant after the 2<sup>nd</sup> failed inspection for the same item and for inspections that are not ready by the time of the inspection or the inspection is not cancelled. The fee shall be paid in full prior to the scheduling any further inspections.
- H. Requests for non-permit related inspections or letters of approval shall be assessed a fee of \$35 per request.

**II. Demolition Permit and Application Fee**

- A. The fee for a demolition permit shall be \$12 for each \$1,000 of value of work including labor and material, or fraction thereof, with a minimum fee of \$36.
- B. The cost for publishing the legal notice per §171-3 shall be paid by the applicant and shall be in addition to the demolition permit fee.

**III. Planning and Zoning Commission Fees**

- A. Zone boundary changes: \$150 up to five acres; greater than five acres: \$150, plus \$10 per acre.
- B. Amendments to zoning regulations, subdivision regulations, and plan of conservation and development: \$150.
- C. Site plan applications (including modifications): \$150, plus \$50 per 1,000 square feet of new construction.

- C. Significant activity fee: \$150.
- D. Map amendment petitions: \$175, plus fee from Schedule B.
- E. Modification of previous approval: \$25.
- F. Detention/retention ponds (each): \$200.
- G. Storm drains and plunge pools (each): \$100.

**Schedule A.** For the purpose of calculating the permit application fee, the regulated area in Schedule A is the total area of wetlands and watercourses upon which regulated activity is proposed.

<b>Regulated Area (square feet)</b>	<b>Fee Per 1,000 Square Feet Regulated Area</b>
a. Less than 2,500	\$18.00
b. 2,500 to 50,000	"a" plus \$12.00
c. More than 50,000	"b" plus \$6.00

**Schedule B.** For the purpose of calculating the map amendment petition fee, the regulated area in Schedule B is the total length of wetlands and watercourses boundary subject to the proposed boundary change.

<b>Regulated Area (linear feet)</b>	<b>Fee Per 100 Linear Feet Regulated Area</b>
a. Less than 500	\$20.00
b. 500 to 1,000	"a" plus \$15.00
c. More than 1,000	"b" plus \$8.00

**VI. Zoning Approval and Compliance**

Residential Zoning Districts.

Additions, sheds, decks, pools: \$25.

New Single Family Residential Construction: \$150.

**VII. Miscellaneous Fees**

Driveway permit fee: \$25.

Road excavation permit fee: \$25.

Application processing fee: \$10 (nonrefundable)





[General Information](#)

[Staff Directory](#)

### Building Department

#### **Building Permit Fee Schedule**

[Do I Need a Building Permit?](#)

[Important Information Notices](#)

[Permit Application- Additions, Accessory Structures](#)

[Permit Application- New Work](#)

[Permit Applications](#)

[Required List of Inspections](#)

[State Demolition Code](#)

## Building Permit Fee Schedule

[Home](#) > [Groups](#) > [Building Department](#) > [Building Permit Fee Schedule](#)

### Building Permit Fee Schedule

#### PERMIT FEES

#### EFFECTIVE OCTOBER 1, 2018

Building Permits	\$25 for the first \$1000 value
Electrical, Heating, & Plumbing Permits	and \$13 for each additional \$1,000 value or part of

**PLUS** the State Educational Training Fee: .26 Per \$1000

Electrical, Heating, & Plumbing Permits (New Homes Only)	\$25
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\$ 51.00  
Colchester



**TOWN OF COLCHESTER**  
**Demolition Permit Application Package**

In accordance with [CGS Sec. 29-406](#), no person shall demolish any building, structure or part thereof without obtaining a permit for the particular demolition undertaking from the Building Official. Any permit issued pursuant to the following provisions shall be valid for a period of one (1) year from the date of issuance. Demolition not completed within said one (1) year period shall require a new permit. **The fee for a demolition permit is \$51.00.**

**No person shall be eligible to receive a permit under this section unless such person furnishes to the Building Official:**

- [Building/Zoning Permit Application Form](#) signed by both the property owner and the demolition contractor.
- Certificate of Registration: A copy of Demolition Contractor's current Certificate of Registration shall be provided in accordance with [CGS Section 29-402](#).
- Certificate of Insurance: Written notice of financial responsibility in the form of a Certificate of Insurance shall be provided specifying demolition purposes and providing liability coverage for bodily injury of at least one hundred thousand dollars per person with an aggregate of at least three hundred thousand dollars, and for property damage of at least fifty thousand dollars per accident with an aggregate of at least one hundred thousand dollars.
- Save Harmless Statement: A written declaration from the contractor on company letterhead signed by an officer of the company, with the following statement:  
  
"In accordance with Connecticut General Statute [29-406](#), we (contractor/owner) hereby agree to save harmless the Town of Colchester and it's agents from any claim or claims arising out of the negligence of the applicant or his/her agents or employees in the course of the demolition operations associated with (project title, address)".
- Written notice in the form of a certificate of notice executed by all public utilities having service connections within the premises proposed to be demolished, stating that such utilities have severed such connections and service.
- Approval letter from [Chatham Health District](#) addressing proper abandonment of Septic System and/or Well, if applicable.
- Certified return receipt mailing for each abutter of the property along with copy of the notification letter ([CGS 29-407](#)). Note: a list of abutters may be obtained in the Planning and Zoning Department upon request. Please also note that the Town of Colchester Code of Ordinances [Chapter 27](#) includes additional provisions for the demolition of Historic Structures (see Legal Notice Requirements below).

# Town of Marlborough

Land Use  
&  
Building Department



26 North Main Street  
P.O. Box 29  
Marlborough, CT 06447  
Phone (860) 295-6202  
Fax (860) 295-0317

Peter Hughes: planner@marlboroughct.net  
Robert Roraback: inspector@marlboroughct.net  
Niki Addington: building@marlboroughct.net

## DEMOLITION PERMIT CHECKLIST

The following items are needed with every demolition permit application

1. Permit application signed by property owner AND contractor.
2. Copy of demolition contractor's license.
3. \$30.00 fee due to the Town of Marlborough.
4. List of abutting property owners.
5. Copy of each letter sent to abutting property owners.
6. Copy of certified or registered mail receipts.
7. Copy of a disconnect notice from each utility supplying building.
8. Copy of insurance policy specifying demolition purposes.
9. Hold Harmless Letter.
10. Water & Sewer disconnects, please see the water & sewer requirement sheet.
11. Fence and/or Sidewalk Shed per CGS Sec 29-408 & 29-409 (if applicable).
12. Verification in the form of a letter from an approved testing agency that no materials within the building contain asbestos or lead paint.

~~\$30.00~~ Fee

**HOLD HARMLESS LETTER EXAMPLE**

**DATE** \_\_\_\_\_

In accordance with Connecticut General Statute Sec. 29-406,

\_\_\_\_\_ (company name), hereby agrees to save the Town of Marlborough and its agents, harmless from any claim or claims arising out of the negligence of the applicant or his agents or employees in the course of the demolition operation at \_\_\_\_\_ (address).

COMPANY NAME, \_\_\_\_\_

SIGNATURE AND TITLE \_\_\_\_\_

## TOWN OF PORTLAND FEE SCHEDULE FOR BUILDING PERMITS

(ALL FEES ARE NON-REFUNDABLE)

Single, Two Family or Multiple Family Homes	\$0.08 Square Foot
<u>Sheds - Up to 144 Square Feet</u>	\$20.00
<u>Any accessory buildings over 144 square feet - Including carports</u>	Minimum \$35.00 or \$0.08 sq.ft. (whichever is greater)
Decks & Porches	Minimum - \$35.00 Plus \$0.08 over 150 sq. ft.
Pools	\$35.00
Wood Stoves & Solid Fuel Burning Appliances	\$35.00
Demolition Permits	\$25.00
Non-Agricultural Fences	\$35.00
Farm Buildings	\$10.00
Electrical Permit	No Charge
Conversions, alterations, additions & repairs Applicable only when a Building Permit is required for, but not limited to any of the following: replacement of rafters, replacement or alteration of bearing walls or floor/ceiling joists, foundation reinforcement, or the construction, alteration or replacement of stairs, porches and decks. Building Permit cost includes Certificate of Occupancy Fee	Minimum \$35.00 or \$0.08 sq.ft. (whichever is greater)
Requested Inspection outside of normal Town Business Hours (no Saturdays or Sundays)	\$25.00 per hour (after 4:30 pm)
Certificate of Occupancy	No charge if building permit is in effect, otherwise 50% of the schedule of fees
Temporary Certificate of Occupancy	Residential - \$10.00 Commercial - \$20.00
New Construction or Alteration for <b>Commercial</b> (Includes Farm Retail)	Minimum \$35.00 or \$0.08 sq. ft. (whichever is greater)
Truss Placard (Required by State in <b>Commercial</b> Bldg.)	\$50.00
Plan Review for any new construction, repair Or Alteration, <b>Commercial Only</b> Non-Refundable	Up to 10,000 sq. ft. floor area \$40.00 or \$0.04 x sq. ft. floor area Whichever is greater  10,001 - 50,000 sq.ft. floor area \$0.02 x sq. ft. floor area  50,001 - 100,000 sq. ft. floor area \$0.015 x sq. ft. floor area  100,001 sq. ft. floor area and up \$0.01 x sq. ft. floor area



Office of the COLLECTOR OF REVENUE  
**KRISTY MERRIFIELD, CCMC**  
kmerrifield@easthamptonct.gov

May 9, 2023

To: The East Hampton Town Council,

The documentation for the tax refunds listed below is available in the Office of the Collector of Revenue for your review. There are three (3) refunds totaling \$1,348.85.

Respectfully Submitted,

Kristy L. Merrifield, CCMC  
Collector of Revenue

	0.	CL
	58.04	⊕
	1,203.82	⊕
	86.99	⊕
003	1,348.85	⊕

## **BOARD AND COMMISSION SUMMARY APRIL 2023**

### **Arts & Culture Commission**

The Arts & Culture Commission summary for April will be included with the May summary.

### **Board of Finance**

The Board of Finance met for a Special Budget meeting on April 5 where they approved a recommended FY2024 budget to the Town Council. The Board also met on April 17 for their Regular Meeting where they appointed the Auditor (PFK O'Connor Davies) for the FY2023 Financial Audit.

### **Brownfields Redevelopment Agency**

The Brownfields Redevelopment Agency met on April 24. The members received a brief update from the Town Manager. There is no status update for the EPA grant since the applications are still being reviewed. The members nominated Ms. Minor as the new Vice Chairperson, and she accepted. The members discussed the CT DECD/OBRD round 17 grant application, updates from the April 18 EDC meeting, and the updates from the CT State Historic Preservation office. The members briefly discussed the concerns over the proposed new parking area on the 3 Walnut property.

### **Clean Energy Task Force**

The Clean Energy Task Force met on April 4. Stephan Hartmann of Earthlight Technologies attended the meeting via zoom. Mr. Hartmann answered the members' questions and talked about the process of setting up a solar project through his company and other solar companies. There was discussion on what and how the Task Force would be able to help the Roof Committee by presenting the project to the Town Council. The members also discussed and divided up responsibilities and dealerships for preparing for the Electric Car Show on June 3<sup>rd</sup>. The members decided to think about when to hold the next energy fair and discuss ideas next month.

### **Commission on Aging**

The Commission on Aging met on April 13. Senior Center Director Jo Ann Ewing provided an overview of activities at the Senior Center including increased use of the Senior Van. The members received an update on the Strategic Planning process. The Housing, Transportation and Health & Wellness Sub-Committees provided updates on their progress including an upcoming workshop on ADU's and discussion of medical transportation. Updates were provided on the budget request and the mailing that is being planned.

The Commission on Aging held a Special Meeting on April 27. A presentation was given from UR Community Cares. The company connects volunteers with people in the community over 70 years of age who are looking for help with companionship, housework, yardwork or transportation. Members voted to move forward with the UR Community Cares partnership in East Hampton. Also during the meeting, members discussed the Strategic Plan and the list of possible project ideas for the Commission. Dr. Rosenberg presented a letter to be sent to Town Council supporting the Ambulance Association.

### **Conservation-Lake Commission**

The Conservation-Lake Commission met on April 13. The members briefly discussed the next articles to write for the Rivereast and Events magazine, the watershed projects, updates on the Lake Smart program, and Mr. Tucci's upcoming visit to the lake.

## **Design Review Board**

No meeting

## **Economic Development Commission**

The Economic Development Commission met on April 18. The members received an update on the Brownfields Agency by Chairman Baldassario via Zoom. The members were given updates from the Planning and Zoning meeting and the new businesses that came before the commission. The members held discussion for the topics of new business of the month and business spotlight processes and May nominations. The members also discussed the business incentive ordinance revisions, ongoing EDC projects, budget review, quarterly 2023 goals review, planning arc for 2023, the EDC website, and developing an inventory of available business sites in town.

## **Ethics Commission**

The Ethics Commission met on April 4. Members went into Executive Session to discuss Ethics Complaint #2023-1 Rehearing. After coming out of Executive Session members voted unanimously that no probable cause existed for the complaint.

## **Fire Commission**

The Fire Commission met on April 10. The members approved three bills brought up by the Fire Chief. The Fire Marshal and Fire Chief gave their reports. The members discussed the acquisition of ACG and the updates for the dry hydrants, the awards program, the fire boat, budget, stipend increase, the safety trail, and the Chairman resigning from the commission.

## **Inland Wetlands Watercourses Agency**

The Inland Wetlands Watercourses Agency met on April 26.

Continued Applications:

- A. Application IW-23-005: Michal Bakaj, 37 South Main, 22 Lot Residential Open Space Subdivision, which includes 8 proposed building lots within the Upland Review Area. Map 20/ Block 51/ Lot 27 Dean Kavalkovich made a motion to approve the application using the standard short form permit with three additional conditions: signage is to be installed along the conservation areas prior to clearing, copies of all monitoring reports created as part of the DEEP stormwater discharge permit are to be submitted to the IWWA, to the extent practical, roof leaders from housing units should be directed to discharge on the property they are associated with and not into the stormwater system associated with the streets. Pete Wall seconded the motion. Vote: 4-0
- B. Application IW-23-006: James Marino, 65 West High St., Construction of a new residential duplex and associated improvements in upland review area. Map 19/ Block 46/ Lot 14 Josh Wilson made a motion to continue the application to the May 31 regular meeting. Dean Kavalkovich seconded the motion. Vote: 4-0 8.

New Applications:

- A. Application IW-23-008: 86 Spellman LLC, 86 Spellman Point Rd., Construction of Single-Family Home in Upland Review Area. Map 09A/ Block 70/ Lot 1. Pete Wall made a motion to continue the application to the May 31 regular meeting. Dean Kavalkovich seconded the motion. Vote: 4-0
- B. Application IW-23-009: Scott Sanicki, 102 Quiet Woods Rd., Install 3' x 3' x 3' concrete footing and electrical trench for future waterwheel. Map 14/ Block 32/ Lot 3A Pete Wall made a motion to continue the application to the May 31 regular meeting and to schedule a site walk

for May 9 at 5:00pm at the project location, 102 Quiet Woods Rd. Dean Kavalkovich seconded the motion. Vote: 4-0

- C. Application IW-23-010: Tucker Minor, Lake Dr., Construction of Single-Family Home and associated improvements in the Upland Review Area. Map 09A/ Block 70B/ Lot 14 Josh made a motion to continue the application to the May 31 regular meeting. Pete Wall seconded the motion. Vote: 4-0

### **Joint Facilities**

No meeting

### **Library Advisory Board**

The Library Advisory Board met on April 3. Mr. Kellogg reported that the Library received the CT State Library Summer Grant Program for \$1,400 for a collaborative Bike Rodeo event in June. Mr. Kellogg's last day at the library will be April 24. The position has been posted. Mr. Kellogg is working with the librarians on a transition process. The Library Collection Policy update was approved by the members. It will be presented to the Town Council on April 11<sup>th</sup> for final approval.

### **Middle Haddam Historic District Commission**

The Middle Haddam Historic District Commission met on April 27. The members reviewed and discussed an application for a Certificate of Appropriateness at 91 Middle Haddam Road to install a 6-foot cedar wood perimeter privacy-style fence for applicant Judith A. Keefe. The members discussed the situation around the fence with the applicant. Ms. Keefe was aware that she had to come before the commission to obtain approval for installing the fence. She went ahead anyway, and the fence was installed on her property without the commission's approval. A motion to approve the fence was denied. The members discussed a couple of properties in town that have performed unsanctioned work. Ms. Donnelly's neighbors are planning on installing a pool in their backyard. They will be going before the commission to gain approval for the installation of the pool.

### **Parks & Recreation Advisory Board**

The Parks & Recreation Advisory Board met on April 4. Members approved MOU's with Middletown and Wesleyan. A Memorial Bench application was approved. The Air Line Trail sub-committee provided an overview with the next event being the National Trails Day in June. Members discussed the grading for the Jeffrey Leith Memorial Scholarship. The Annual Golf Tournament is on May 18. Park & Rec would like to add a sand volleyball court at Sears Park. The High School baseball field batting cage and back stop need repairs. Mr. Hall provided an overview of capital projects.

### **Planning & Zoning Commission**

The Planning & Zoning Commission met on April 5.

New Business:

- A. PZC-23-004: Brittany Hall & Caley Brooks, 6 Oakum Dock Road, Site Plan Review for Agriculture Buildings, 4.2.C, Map 01C/ Block 9/ Lot 5-1 Ray Zatorski made a motion to approve the application as presented with conditions. Rowland Rux seconded the motion. Vote: 6-0
- B. PZC-23-005: Lynn Robinson, 27 North Main Street, Special Permit for conversion to different non-conforming use, 8.2.D, Map 01A/ Block 39A/ Lot 15 Ray Zatorski made a motion to set a Public Hearing for the May 3, 2023 Regular Meeting. Jim Sennett seconded the motion. Vote: 7-0

- C. PZC-23-006: Jeff Dondero, 363 West High Street, Site Plan Modification for Landscaping Business Display, Map 01C/ Block 10/ Lot 2A Ray Zatorski made a motion to approve the application as presented with conditions. Rowland Rux seconded the motion. Vote: 7-0
- D. PZC-23-008: Global Self Storage, LLC, 1 Sinco Place, Site Plan Modification to convert use of existing day care building to laboratory/office, installation of four new parking spaces, and installation of new access drive from Middletown Ave in I Zone. Map 06/ Block 14/ Lot 7 Ray Zatorski made a motion to approve the application as presented with conditions. Rowland Rux seconded the motion. Vote: 7-0
- E. PZC-23-007: Town of East Hampton, 7 Summit Street, Center School, Site Plan Modification for 12' x 8' greenhouse, Map 05A/ Block 62/ Lot 31 Ray Zatorski made a motion to approve the application as presented with conditions. Rowland Rux seconded the motion. Vote: 7-0
- F. Discussion: Regional Housing Committee Ray Zatorski made a motion based on the recommendation set forth within the Regional Housing Plan that "a regional housing Commission should be created as a voluntary association of the Region's municipalities with the representation from each community. The Commission should be hosted by RiverCOG, which would provide staffing and support. It is envisioned that the Commission would grow in scope and responsibility over time but remain focused on supporting local efforts to diversify housing stock," that the Planning and Zoning Commission recommend to the Town Council that East Hampton join the Regional Housing Commission and appoint a representative to sit on the Commission. Vote: 7-0

### **Water Pollution Control Authority**

The East Hampton Water Pollution Control Authority met on April 4. Management is waiting on bids for the Royal Oaks water system repairs. The force main repairs at Pine Trail were completed in April, additionally the contractor has requested postponing the Bay/Princess force main repairs to the fall. The Board reviewed the recommended operating and revenue Water Budget for 23/24 fiscal year. Any changes or corrections will be made at the May 2<sup>nd</sup> meeting.

### **Zoning Board of Appeals**

The Zoning Board of Appeals met on April 10.

Public Hearings:

- A. ZBA-23-001: Tommaso Provano, 12 Terp Road Reduce front setback from 50' to 15' and west side setback from 25' to 16.75' for Garage, Map 06/ Block 14/ Lot 5/6 George Pfaffenbach made a motion to deny the application due to lack of hardship. John Tuttle seconded the motion. Vote: 5-0
- B. ZBA-23-002: Gunnar Anderson, 86 Spellman Point Road, Reduce front setback from 25' to 5.0', south side setback from 15' to 7.2', north side setback from 15' to 7' and rear setback from 25' to 7.9' for single family residence with garage, Map 09A/ Block 70/ Lot 1 George Pfaffenbach made a motion to approve the application as presented. Kevin Reed seconded the motion. Vote: 5-0
- C. ZBA-23-003: Global Self Storage, 1 Sinco Place, Reduce front setback for Lot 1 from 25' to 7.5' and rear setback from 50' to 10', increase lot coverage from 50% to 54.5% and Lot 2 reduce rear setback from 50' to 7.5', Map 6/ Block 14/ Lot 2007. George Pfaffenbach made a motion to approve the application as presented. Margaret Jacobson seconded the motion. Vote: 5-0





April 27, 2023

To the Town Council:

By unanimous vote at our strategic meeting today, the Commission on Aging supports the East Hampton Ambulance Association budget request for \$176,000 to continue to hire professional EMT staff to fill in some shifts that they cannot fill with their volunteer members.

Please remember that there are approximately 2,180 adults aged 65 or over in our town. As you know, adults in this age group are understandably very focused on issues of health and disease and are the most common users of emergency ambulance services. Protecting their access to the rapid and reliable services that they now enjoy will bring them gratification and relief. On the other hand, putting their safety and security at risk will create anxiety and resentment.

Our Chair Eric Rosenberg noted a personal experience with their services, when he dialed 911 two years ago when he had chest pain. As a doctor trained in the emergency room, he was very impressed with their rapid and high-quality response to his needs. Many of us, and our friends and families, have been well-served by the East Hampton Ambulance Association EMT's.

Dr. Rosenberg notes that with acute medical conditions such as stroke, heart attack, and hemorrhage, time is of the essence, and delays can be catastrophic.

Therefore we urge you to restore the funding requested by the East Hampton Ambulance Association, which has served our town for decades on a purely volunteer basis, but now needs to fund some shifts with paid EMTs.

Thank you for your consideration.

Bonnie Berkovich

Sali Cosford Parker

Sue Greeno

Shelley Grendzinski

Carol McLaughlin

Eric Rosenberg, Chair

Jean Sundstrom

## Sirois, Cathy

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**From:** Contact form at easthamptonct <cmsmailer@civicplus.com>  
**Sent:** Sunday, April 30, 2023 1:33 PM  
**To:** Sirois, Cathy  
**Subject:** [easthamptonct] Education Budget (Sent by Enja Barry, enjabarry@gmail.com)

### CAUTION:

This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Remember to hover over any links and if you suspect the email is not legitimate or a phishing email, please contact Tom McMahon at x3363.

Hello csirois,

Enja Barry ([enjabarry@gmail.com](mailto:enjabarry@gmail.com)) has sent you a message via your contact form (<https://www.easthamptonct.gov/user/25/contact>) at easthamptonct.

If you don't want to receive such e-mails, you can change your settings at <https://www.easthamptonct.gov/user/25/edit>.

Message:

I'm writing to show my opposition to the education budget that the Board of Finance has put forth that has cut an astounding \$800,000. Cutting this much money from our school system steals our education from us, increasing class sizes to a detrimental amount. While this on its own is horrendous, the fact that 5 out of the 7 town council members decided to not oppose this budget cut, despite every single person at the last meeting opposing it, is preposterous. How am I supposed to have faith in my local government system, if the people who are supposed to carry out the people's will so blatantly defy it? Don't expect my vote for any of the town council members that opposed every single person in this town who spoke up. And trust me, all the kids who's education you are currently stealing from them, will be able to vote soon, and don't expect to have any of our votes.

This electronic message is a public record as defined by the Connecticut Freedom of Information Act Section 1-200(5). A copy of this message and any reply will be retained by the Town of East Hampton and will be accessible to the public unless exempted by law.

## Sirois, Cathy

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**From:** Mark Flannery <markflannery528@gmail.com>  
**Sent:** Wednesday, April 26, 2023 7:41 AM  
**To:** Reich, Kevin; Town Council  
**Subject:** Re: Proposed BOE Budget

### CAUTION:

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Thank you Mr. Reich for your thoughtful response and for actually listening to the people of the town. It's unfortunate that when ALL the other members of the board speak, the intelligence gets sucked out of the room for those rare moments.

Mark Flannery  
18 Flannery Row, East Hampton, CT 06424

On Tue, Apr 25, 2023 at 5:35 PM Reich, Kevin <[kreich@easthamptonct.gov](mailto:kreich@easthamptonct.gov)> wrote:  
Thank you for your letter. I agree.

Get [Outlook for iOS](#)

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**From:** Mark Flannery <[markflannery528@gmail.com](mailto:markflannery528@gmail.com)>  
**Sent:** Tuesday, April 25, 2023 9:33:45 AM  
**To:** Town Council <[towncouncil@easthamptonct.gov](mailto:towncouncil@easthamptonct.gov)>; Philhower, Mark <[mphilhower@easthamptonct.gov](mailto:mphilhower@easthamptonct.gov)>; Feegel, Tim <[tfeegel@easthamptonct.gov](mailto:tfeegel@easthamptonct.gov)>; Brandon Goff <[bgoff@easthamptonct.gov](mailto:bgoff@easthamptonct.gov)>; Alison Walck <[awalck@easthamptonct.gov](mailto:awalck@easthamptonct.gov)>; Eric Peterson <[epeterson@easthamptonct.gov](mailto:epeterson@easthamptonct.gov)>; Sirois, Cathy <[csirois@easthamptonct.gov](mailto:csirois@easthamptonct.gov)>  
**Subject:** Proposed BOE Budget

### CAUTION:

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To the East Hampton Town Council,

Send the education budget cuts back to the Board of Finance. Fiscal responsibility is of the utmost importance but that responsibility includes decisions based in fact not in spite to send a "message" to the legislature for un-funded mandates. Instead, the proposed arbitrary cuts send a message of anger, disdain, and thoughtlessness to the community, parents, and students of East Hampton. Any budget considerations, cuts or otherwise, should be measured, purposeful, and fact based with actual benefits to the town. This is the **job** of the Board of Finance. So I ask the question, "Why can't the members of the Board of Finance do their job?". Send the education budget cuts back to the Board of Finance so we can all do our jobs.

## Sirois, Cathy

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**From:** Contact form at easthamptonct <cmsmailer@civicplus.com>  
**Sent:** Wednesday, April 26, 2023 12:50 AM  
**To:** Town Council  
**Subject:** [easthamptonct] Board of education budget (Sent by Andeea Johnson, aljohn7441@gmail.com)

### CAUTION:

This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Remember to hover over any links and if you suspect the email is not legitimate or a phishing email, please contact Tom McMahon at x3363.

Hello Town Council,

Andeea Johnson ([aljohn7441@gmail.com](mailto:aljohn7441@gmail.com)) has sent you a message via your contact form (<https://www.easthamptonct.gov/user/27/contact>) at easthamptonct.

If you don't want to receive such e-mails, you can change your settings at <https://www.easthamptonct.gov/user/27/edit>.

Message:

Hi, I have lived in East Hampton since 1996. My oldest son graduated EHHS in 2019, my second son in 2022 and my daughter in 2025. I have paid for my children to participate in sports, to go on field trips and all the supplies they needed. I have come to expect the bare minimum from the East Hampton schools. East Hampton may not have extras, but they hire great staff. Many teachers work well past their work day. DO NOT BLAME everyone who came to speak that you rushed the vote. My understanding is that the chairman controls the process. If the council should discuss this- then that should have happened. Do not blame people who have never been to a meeting and do not know the process. This was an opportunity to educate! The council had an opportunity to educate and encourage many students, but instead they were left feeling ignored and that government does what ever it wants. \*\*\*The worst thing that happened tonight was when the vote was rushed , and it certainly was rushed because one member needed to stop you when he wanted to start a discussion. You rushed the vote then claimed no discussion could happen because people wanted to vote. Please watch back and you will understand why everyone had such negative feedback.

When my children were in elementary school over 20 children per classroom was considered too many. Yet now that is considered to be ok. My daughter who will graduate in 2025 had an incident in elementary school (before Covid) where a boy threatened to stab himself and other with a pencil. Due to privacy I have no idea what happened to that boy, but imagine a child in a class with 25+ kids- would this child be helped or would this child have actually hurt himself and others because the classroom was too full.

I rarely comment on jobs that I would never want to do, and I would never want to be on the town council. As a pharmacist, I know I would receive negative feedback if I was as disconnected with my customers as the council was with the town members who came to speak at the meeting.

Sincerely Andrea Johnson  
31 Midwood Farm Road

## Sirois, Cathy

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**From:** Contact form at easthamptonct <cmsmailer@civicplus.com>  
**Sent:** Tuesday, April 25, 2023 11:17 PM  
**To:** Town Council  
**Subject:** [easthamptonct] budget (Sent by Cassie Dugan, wears\_squeeze\_0z@icloud.com)

### CAUTION:

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Hello Town Council,

Cassie Dugan ([wears\\_squeeze\\_0z@icloud.com](mailto:wears_squeeze_0z@icloud.com)) has sent you a message via your contact form (<https://www.easthamptonct.gov/user/27/contact>) at easthamptonct.

If you don't want to receive such e-mails, you can change your settings at <https://www.easthamptonct.gov/user/27/edit>.

Message:

Hi, My name is Cassie Dugan and I am a sophomore at east hampton high school. I was unable to make it to the budget meeting tonight due to a track meet. I Would just like to say that I am absolutely disappointed with the cowardness tonight. I am speaking on behalf of the teachers and staff who might be cut from the budget. I am speaking on behalf of one teacher individually. Lily Keegan or how the students know her Mrs. Keegan has made such an impact on my life. I am lucky to have had her for english for two years now and I have the pleasure of being in her homeroom which is four years. Mrs. Keegan is the most pure person I have ever met, she is the true meaning of what it means to be a teacher. I am a sophomore and may not know much but what I do know is that when I walk out those doors in 2 years and go off into the real world, I hope to be in college perusing my dream of being a teacher. Being a teacher not only means teaching the children but it also means being there for the students. Mrs. Keegan inspires me to be the best version of myself. Mrs. Keegan is who I look to when I need help and she is who I aspire to be like when I teach. She is who many students say is her trusted adult. I am in her homeroom and I see firsthand how many people rely on this individual. They come to her for life advice, when they have a bad day, when they don't understand an assignment, or even just to say hi "I miss you." Mrs. Keegan has personally impacted me to greatly. She has taught me that teachers do care, not only about schoolwork but also the well being of the students they teach. I think that by taking away teachers this is not good for later down the road. We need to do what is best for the students, which are the people who will be leading the future. Send the budget back, listen to the people. Thank you for listening, wait I will not be saying thank you because what you did tonight does not deserve a thank you or anyones vote in November.

This electronic message is a public record as defined by the Connecticut Freedom of Information Act Section 1-200(5). A copy of this message and any reply will be retained by the Town of East Hampton and will be accessible to the public unless exempted by law.