


MEMORANDUM

TO: Town Council

FROM: David E. Cox, Town Manager 

DATE: November 6, 2020

SUBJECT: Agenda Information – 11/10/2020

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. Often, these conversations can help staff and me be prepared for the Council meeting and be ready to facilitate a more productive and efficient meeting for everyone.

**7 Resolutions/Ordinances/Policies/Proclamations**

**7a Review of a Memorial Bench/Tree Program Policy** – Parks and Recreation Director Jeremy Hall will present a proposed policy that establishes a program through which individuals can donate a bench or tree to the Town in honor or memory of someone. The policy, which calls for the donation to cover all costs plus a fee, was considered and recommended by the Parks and Recreation Advisory Board. In the future, this policy could be the framework for similar donations for non-park related properties.

Recommended Action: Approve the policy.

**9 New Business**

**9a Budget and Capital Discussion** – The Council is asked to take this opportunity to discuss any individual matters that staff should consider as the preparations for the FY 2021/2022 budget continue. While the Council will consider a formal Budget Policy in the upcoming weeks, this time could be used to provide any initial feedback, goals, or projects Council members believe should be considered.

Recommended Action: No official Council action necessary – input only.

**9b Hunting on Town Property** – As shown in the materials for this meeting, a request was received from a resident for permission to hunt on Town property. Specifically, the individual wishes to hunt waterfowl on Town-owned wetland properties on White Birch Road and on Wopowog Road. The Town also owns land between Chestnut Hill and Hog Hill south of CT 16 that is also a likely hunting spot. There is no Town Ordinance on the topic and the only information staff found in the file on the topic is the included letter from the then Town Attorney indicating that Town residents do not have a right to hunt on Town land simply by virtue of being a resident. The Town Council has authority to set a policy of whether to allow hunting on Town-owned properties. If Council desires to allow hunting, it would be appropriate to adopt an ordinance to that effect so that clear rules and authority would be in place and an enforcement tool would exist.

Recommended Action: Determine whether the Town is interested in allowing hunting on Town-owned land and provide any guidance as may be appropriate.

**9c Town Participation in RiverCOG Affordable Housing Regional Planning Effort** – In 2017, Connecticut adopted legislation that required each municipality to develop or update an affordable housing plan for the municipality at least every five years. The Affordable Housing Plan is required to specify how the municipality intends to increase the number of affordable housing developments in the municipality. To date, East Hampton has not prepared its plan. Recently, the Lower Connecticut River Valley Council of Governments (RiverCOG) proposed to its members a regional effort lead by RiverCOG staff and, likely, funded by grants held by the RiverCOG for regional planning. The activity would look very similar to other regional efforts including the recent Natural Hazard Mitigation Plan work that includes a regional element and separate sections for each municipality outlining its specific issues and plans. In discussion with Planning and Zoning Official Jeremy DeCarli, staff believes this will be a good way to accomplish this requirement at little or no direct cost to the Town. Mr. DeCarli would be our representative to the effort and would be charged with keeping the community updated and encouraging participation in the planning. He will be at the meeting on Tuesday to discuss the matter and answer questions. Information on the statute is available at the Connecticut Planning Association website at this link: <https://ct.planning.org/knowledge-center/resource-library/connecticut-municipal-affordable-housing-plans/>

Recommended Action: Authorize Town participation in the regional effort.

**9d Council Representative for Athletic Field RFP Review** – As the Council is aware, proposals are being solicited for professional services related to the High School Athletic Field project. In the upcoming weeks, review of the responses and potential interviews will take place. The Council is asked whether one of its members desires to be part of the group that reviews the responses, participates in the interview and determines a recommendation. If so, the Council is asked to select a member.

Recommended Action: Identify a member to help review the RFP responses.

**9e Actions related to the High School Building Committee and High School Project** – The High School Building Committee has completed its work on the original project and have done so without considering or taking action regarding the inclusion of the athletic field project in the scope. At its last meeting, the Committee adopted a motion to close the project and submit the project to the Board of Education. According to the Resolution that established the High School Building Committee, which is found in the materials for this meeting, the Committee automatically dissolved and the member terms ended “once the assigned project has been turned over to the Board of Education...” It is the opinion of the Bond Council that it is no longer an option to appoint new members to the Building Committee or assign those duties to another body, in order to move the athletic field project ahead using funds available in the High School project. In the alternative, a different process will need to be employed. The Council may have two options. First, the original Resolution that authorized the High School

construction project could be amended to include the athletic field projects specifically. That Resolution would require Board of Finance approval, Town Council Approval and Town Meeting approval. Similarly, a second option would be a completely new Resolution authorizing the project using anticipated excess proceeds of approximately \$1 million in the High School project. The same approval process would apply as the other option. The Council is asked to consider these options and determine which they wish to pursue. Based on the Council's desires, staff will work with Bond Council and the Town Attorney to establish the proper actions and process for consideration at the November 24 Regular Meeting or some other special meeting as may be necessary.

Recommended Action: Discuss proceeding with the proposed project.

9f Determination Regarding a Return to Virtual-only Meetings – As the Council is aware, East Hampton is at a Red Alert Level under the State alert system. The alert is based on a significant number of new daily cases of COVID-19 being diagnosed through testing signaling increased community spread of the virus. Included in the recommendations from the State at the Red Alert level are suggestions to cancel public events, limit community gathering points and cancellation or postponement of indoor activities. Our current daily case rate is similar to the levels we saw early in the pandemic. The Council is asked whether it wishes to return to solely virtual meetings (Zoom) or whether it wishes to maintain the hybrid model in use today, which allows the Council to be together but would require most other participants to be remote.

Recommended Action: Determine whether to return to virtual-only meetings.

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.

DC

Town of East Hampton  
Town Council Regular Meeting  
Tuesday, October 27, 2020  
Town Hall Council Chambers and Zoom

**MINUTES**

**Present:** Chairman Pete Brown, Vice Chairman Dean Markham, Council Members Tim Feegel, Derek Johnson (via Zoom), Barbara Moore, Mark Philhower and Kevin Reich and Town Manager David Cox.

**Call to Order**

Chairman Brown called the meeting to order at 6:40 p.m.

**Adoption of Agenda:**

A motion was made by Mr. Reich, seconded by Mr. Markham, to adopt the agenda as amended moving Item 7a to 4a. Voted (7-0)

**Approval of Minutes**

A motion was made by Mr. Reich, seconded by Ms. Moore, to approve the minutes of the Town Council Special Meeting of October 8, 2020, and the Regular Meeting of October 13, 2020 as written. Voted (7-0)

**Resolution/ Ordinances/ Policies/ Proclamation**

**Proclamation Declaring November 7, 2020 as Air Line History Day**

Mr. Markham read a proclamation naming November 7, 2020 Air Line History Day in East Hampton. Historical signage for an Eagle Scout project of Boy Scout Troop 57 has been installed at Bishop's Cut and the Cobalt Station area of the Air Line Trail to preserve the history of the railroad.

A motion was made by Mr. Markham, seconded by Ms. Moore, to adopt the proclamation for Air Line History Day in East Hampton. Voted (7-0)

**Public Remarks**

None

**Presentations**

**Presentation by Hilary Kenyon of Northeast Aquatics Regarding 2020 Lake Testing Activity and the 9 Elements Watershed Plan**

Hilary Kenyon Garovoy of Northeast Aquatic Research presented the 2020 Water Quality Overview and Watershed Improvements Progress for Lake Pocotopaug. The presentation document will be included with the minutes filed in the Town Clerk's Office.

**Bids & Contracts**

None

### **Continued Business**

#### **Consideration Regarding Submission of a Drinking Water State Revolving Fund Project Eligibility Application**

Mr. Cox provided additional information following the last meeting where Council members had questions on the application.

A motion was made by Mr. Reich, seconded by Ms. Moore, to finalize and submit the State of CT Department of Public Health Drinking Water State Revolving Fund Project Eligibility application. Voted (7-0)

### **New Business**

#### **Actions Related to End of Year Budget Transfers for FY2020**

- 1) Review of Budget Transfers to Capital Reserve Fund  
Finance Director Jeff Jylkka provided an overview of previously approved budget transfers totaling \$304,589. The final transfers were made to the Capital Reserve Fund in accordance with directions in the budget resolution adopted in March 2020. It was noted that the details of the transfers would be reported to Council once completed.
  
- 2) Consideration of Budget Transfers for FY2020  
The Board of Finance reviewed the proposed transfers at its meeting on October 19, 2020 and recommended approval.

A motion was made by Mr. Reich, seconded by Mr. Markham, to approve the end of year budget transfers in the amount of \$137,702 and authorize the Finance Director to make any additional transfers, up to \$5,000 in the aggregate, that may be needed to close out the books for the 2019/2020 fiscal year and to report those additional transfers to the Board of Finance and Town Council. Voted (7-0)

#### **Discussion and Action Regarding an Offer to Sell Property on Comstock Trail to the Town**

An offer was received from the owner of three properties on Comstock Trail. The properties were purchased at auction but are not buildable due to conservation easements. The item will be tabled to the next meeting when more information can be obtained.

### **Town Manager Report**

Mr. Cox provided an overview of the Town Manager's Report, which will be included with the minutes filed in the Town Clerk's Office.

### **Appointments**

None

### **Tax Refunds**

A motion was made by Mr. Markham, seconded by Mr. Philhower, to approve tax refunds in the amount of \$6,692.3. Voted (7-0)

**Public Remarks**

Mark McWilliams, owner of the three properties on Comstock Trail indicated he would be willing to donate the property to the Town.

**Communications, Correspondence & Announcement**

None

**Adjournment**

A motion was made by Mr. Philhower, seconded by Ms. Moore, to adjourn the meeting at 7:50pm.  
Voted (7-0)

Respectfully Submitted,

Cathy Sirois  
Recording Clerk



## **Memorial Bench/Tree Program**

### **Purpose**

To provide a program and establish guidelines for the public to commemorate the loss of a friend or loved one in a Town park or recreation facility.

### **Policy**

The Parks and Recreation Department provides the public with many seating and resting areas where they can view wildlife, natural resources, recreation programs and activities, or simply to rest and enjoy the outdoors. Providing additional seating and resting areas through private donations benefits park users, reduces costs for the Town, and provides the public with opportunities to commemorate the loss of a friend or loved one through a lasting tribute. For this reason, it is the policy of the Town of East Hampton and the Parks and Recreation Department to accept donations from the public for the installation of Memorial Benches or Trees in designated areas throughout the -parks system.

### **Procedure**

#### Application Process

Members of the public may submit a request for a Memorial Bench or Tree by completing and submitting a Parks Memorial Bench/Tree Application to the Parks and Recreation Department Director.

Applicants may make a request for a specific park and/or a general area within a park. Along with their application, the Parks and Recreation Staff and Advisory Board will evaluate location requests on a case by case basis to determine if the requested location is suitable for a Memorial Bench or Tree. If the requested location is determined to not be suitable, Parks and Recreation Department Staff may suggest alternative appropriate locations.

Parks and Recreation Department Staff will work with the applicant to select a final location, approve the plaque or signage wording, and confirm warranty information. Applicant must concur in writing by signing the approval section of the application. The Parks and Recreation Department reserves the right of full editorial control over content, appearance and wording on plaques and signs.

#### Fees

Applicants are responsible for the cost of the bench/tree, plaque, installation, and Location Fees. Pricing is subject to change.

The Location Fee structure of the Memorial Bench/Tree Program is based on the chosen location of the bench/tree as outlined below:

- a) Waterfront areas at Sears Park – Bench: \$300, Tree: \$50
- b) Activity Areas (ball fields, tennis courts, Trails, playgrounds) – Bench: \$200, tree \$25
- c) General Open Areas – Bench: \$100, Tree: \$25

### Other

All benches/trees will be installed by the donor in coordination with the Parks and Recreation Department and maintenance of the bench/tree and any authorized plantings around the bench/tree will be the responsibility of the owner with some minor oversight by the Parks Maintenance staff twice yearly.

Memorial Benches/Trees will remain in place for the duration of the structure's/tree's lifespan. At the end of this period, the Parks and Recreation Department may at its own discretion replace or remove the bench/tree.

The Town of East Hampton holds ultimate ownership over all Memorial Benches/Trees, and it is prohibited for applicants to decorate, personalize, or add adornment to any bench or tree. Special maintenance requests for specific benches or trees will not be granted except in cases of safety concerns, or damage.

If a Memorial Bench/Tree is vandalized or damaged, the Parks and Recreation Department will make every effort to repair the bench/tree within the limits of its available funding. If the bench/tree cannot be repaired or replaced, and if the bench/tree is a hazard or is unsightly, the Parks and Recreation Department may remove the bench/tree in its sole discretion.

Any Memorial Bench or Tree or other item installed without the approval of the Town may be removed at the expense of the party who installed the bench, tree or item.

The Town of East Hampton reserves the right to relocate the bench/tree for safety, environmental, or land management reasons. In the event that this occurs, the donor will be notified of the new location of the bench using information contained in the original application.



### Town of East Hampton Parks and Recreation Memorial Tree & Bench Application

Donor Name: \_\_\_\_\_

Donor Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Zip: \_\_\_\_\_ Phone # \_\_\_\_\_

Name of person honored by memorial: \_\_\_\_\_

Type of memorial: Tree: \_\_\_\_\_ Bench: \_\_\_\_\_

- Requested location dedicated for memorial: \_\_\_\_\_.
- Preferred date and time of memorial installation \_\_\_\_\_.
- The total cost of the memorial including construction \$ \_\_\_\_\_.
- Location Fee (identified on policy page) \$ \_\_\_\_\_

The Town of East Hampton Parks and Recreation department realizes that no physical structure is eternal and that this gesture of a bench or tree has a limited life. The Parks and Recreation Department will maintain, honor and recognize the life expectancy for a normal tree based on species and conditions. At any time, the town may opt to remove any memorial, and not replace, if said memorial is unsound, dangerous or unusable.

Donor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Town Park and Recreation Director Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Location of memorial within dedicated park, trail or open space: \_\_\_\_\_  
(Town Staff use only)

Memorial Inscription to Read (must be 50 characters/letters or less over 5 lines)

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**Please mail the completed application (above) to:**

**Town of East Hampton Parks and Recreation Department**

**1 Community Drive, East Hampton CT 06424**

**Or by Email to: [jhall@easthamptonct.gov](mailto:jhall@easthamptonct.gov)**

AGENDA  
ITEM # 9b

--- JIM LARCY  
FOR LAND USE & DS.  
INFO.  
- TOWN CLERK  
- TOWN COUNCIL  
General INFO.  
NO ACTION OR  
ACKNOWLEDGEMENT  
NECESSARY

RICHARD W. TOMG & ASSOCIATES, P.C.

A PROFESSIONAL CORPORATION  
ATTORNEYS AND COUNSELORS AT LAW  
THE CALEB FULLER HOUSE  
49 MAIN STREET  
MIDDLETOWN, CONNECTICUT 06457

TELEPHONE (860) 347-4415  
TELECOPIER (860) 347-1930

April 9, 1996

Mr. Alan H. Bergren  
Town Manager  
Town of East Hampton  
20 East High Street  
East Hampton, CT 06424

**Re: Hunting on Town Land**

Dear Alan:

You asked me whether an East Hampton resident or taxpayer has an automatic right to hunt on Town land.


The Commissioner of the Department of Environmental Protection has general authority to regulate hunting within the State of Connecticut pursuant to Section 26-65 of the *Connecticut General Statutes*. No regulations have been promulgated pursuant to that authority specifying that Town lands are automatically available for hunting.

Moreover, the Town has the right to "...manage...real...property for any public use or purpose under Section 7-148(c)(3) of the *Connecticut General Statutes*.

Based on the foregoing, I conclude that the Town has the right to allow or disallow hunting on Town land, and that absent such Town action a Town resident or taxpayer has no automatic right to hunt on Town land.

Best regards.

Sincerely,



Richard W. Tomg

RWT/rw

11/21/03 Per Alan - NO HUNTING ON TOWN PROPERTY

## Cox, David

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**From:** Christopher Wallace <chriswallace92@gmail.com>  
**Sent:** Friday, October 30, 2020 12:05 PM  
**To:** Cox, David  
**Subject:** permissions for use of town property

### 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 x363.

To the Town Manager of East Hampton (Dave Cox),

Hello, I am reaching out to you in hopes of getting some clarification on a matter regarding the use of East Hampton town property. I have been a resident of East Hampton for the majority of my life, and for many years have hunted water-fowl on town property. I always made sure to follow all rules and regulations regarding this sport and use of the property.

It is my plan to hunt this season as I have for many previous years without issue. I am making sure to take all steps and precautions necessary to ensure that everything I intend to do is legal and permitted. I have reached out to the town hall in hopes of clarifying some details regarding this situation, but they did not have the answers I requested and forwarded me to the East Hampton Police Department. After speaking with them, they suggested that I reach out to you to clarify this matter.

I have a list of town properties I intend to hunt on. Before doing this I am hoping to receive approval from the town to ensure I am doing everything legitimately. These properties include town land at White Birch rd and Wopowog rd. These properties are both wetlands and are not used by anyone except for the purpose of hunting, for which I know town residents have hunted this land for many years without issue.

Please contact me to let me know what steps I can take to continue to do this correctly and legitimately, as I am not looking to risk doing anything that is not permitted.

Thank you for your time and I look forward to hearing from you soon.

Best Regards,

Christopher Wallace



Virus-free. [www.avast.com](http://www.avast.com)

**EAST HAMPTON HIGH SCHOOL  
BUILDING COMMITTEE RESOLUTION**

**Whereas**, the New England Association of Schools and Colleges (“NEASC”), which provides accreditation services for, among other institutions, public schools in Connecticut, issued its report (the NEASC Report”) dated April 27 – May 2, 2007 pertaining to the facilities of the East Hampton High School; and

**Whereas**, in the NEASC Report, it has determined that renovations to the East Hampton High School are or will be required to maintain its accreditation; and

**Whereas**, the NEASC Report was accepted by the East Hampton Board of Education on October 22, 2007; and

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

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

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

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

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

**Creation, Compensation, Composition, Term, Vacancies**

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



following professional backgrounds: architecture, landscape and/or building planning, finance and banking, network/IT, construction, purchasing/procurement, engineering, education, public works.

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

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

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

#### **Powers and Duties**

The Building Committee shall have the following duties and powers:

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

- 4) The building committee shall retain a construction and/or project manager to fulfill its duties and responsibilities.
- 5) The committee and architect shall review any and all existing conceptual plans that have been developed for the High School renovation project, which includes, among other things, demolishing the two school wings (class rooms 40-46 and 51-54 et al.). The committee shall consider and determine the feasibility of maintaining these two sections for future town use by the creation of (i.e.) new firewalls and other means to divide and make these two wings separate buildings apart from the main high school structure.
- 6) To approve *preliminary plans and specifications* for the project; obtain approval of preliminary plans and specifications by the Board of Education; initiate filing applications with the state department of education for review of preliminary plans and specifications; and request the Town Council and Board of Finance to appropriate necessary funds for the total project costs.
- 7) To analyze and approve final plans and specifications of such project; obtain approval of such final plans and specifications by the Board of Education; initiate filing application with the State Department of Education for review of *final plans and specifications*; and through the Town purchasing agent advertise for and receive bids for the construction of the project or any portion thereof.
- 8) Upon recommendation of the Town purchasing agent to vote award of construction contract bid to the most responsible bidder and, upon a majority vote of the Town Council to authorize the Town Manager to sign on behalf of the Town to enter into contract for construction of such project.
- 9) To be responsible for construction of such project through their appropriate agents and town's inspectors.
- 10) To examine and approve all payments in connection with the construction of such project with the advice of its agents, the project architect, and the town inspector.
- 11) To analyze and approve any change orders in the approved plans for such project within the limits of the total project appropriations.
- 12) To have province over and final approval of all expenditures of the project, including furnishings, equipment or any other appurtenances to the buildings or grounds.
- 13) To select a name for the school building project thus constructed.
- 14) To approve and accept the completed project subject to the advice of its agents, the project architect and the town's inspectors.
- 15) To turn the building and grounds over to the Board of Education as soon as possible after final completion and acceptance.
- 16) To obtain the necessary clearance and approval of any local or state board or agency as may be required for any of the duties and powers enumerated in this resolution.



- 17) The school building committee created by this resolution shall cease and its membership be terminated without further action of the Town Council once the assigned project has been turned over to the Board of Education; provided, having that any and all insurance coverage applicable to the building committee and its members shall continue in accordance with the Town of East Hampton standard practices and policies.

**Reports on work progress required.**

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

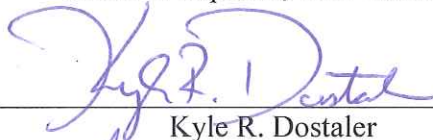
Adopted this 14<sup>th</sup> day of February, 2012.

**Town Council**

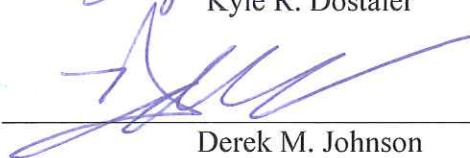


Susan B. Weintraub, Chairperson

Glenn S. Suprono, Vice Chairman

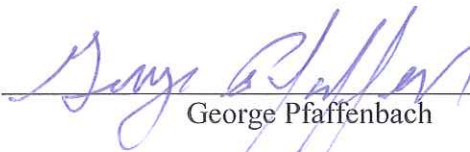


Kyle R. Dostaler

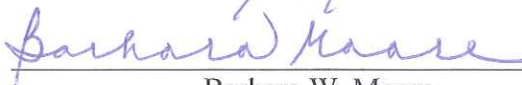


Derek M. Johnson

Ted Hintz, Jr.



George Pfaffenbach



Barbara W. Moore





November 10, 2020

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 eight (8) refunds totaling \$1,369.34.

Respectfully Submitted,

Kristy L. Merrifield, CCMC  
Collector of Revenue

|        |   |
|--------|---|
| 117.40 | ⊕ |
| 101.41 | ⊕ |
| 14.95  | ⊕ |
| 512.66 | ⊕ |
| 447.62 | ⊕ |
| 59.88  | ⊕ |
| 82.78  | ⊕ |
| 32.64  | ⊕ |

008

1,369.34 ⊕