

Town of East Hampton
Town Council Special Meeting
Monday, June 15, 2020
Virtual Meeting via Zoom

MINUTES

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

Call to Order

Chairman Brown called the meeting to order at 7:00 p.m. via Zoom

Action related to the Town & Board of Education Budgets

Consideration of a motion to approve a Resolution adopting the FY2020-2021 Education Budget in the final amount of \$32,132,300

A motion was made by Mr. Reich, seconded by Mr. Johnson, to adopt the resolution as presented and read. Voted (6-1) Mr. Philhower against. The full resolution will be included with the minutes filed in the Town Clerk's Office.

Prior to the vote, after discussion, Mr. Reich made a motion, seconded by Ms. Moore, to call the vote. Voted (7-0)

Consideration of a motion to approve a Resolution adopting the FY 2020-2021 Town Government Budget in the final amount of \$15,220,497

A revised resolution was presented to the Town Council increasing the Town Government budget to \$15,305,497 which includes adding in the Young Adult Librarian. The full resolution will be included with the minutes filed in the Town Clerk's Office.

A motion was made by Mr. Markham, seconded by Mr. Johnson, to adopt the resolution as presented and read. Voted (6-1) Mr. Philhower against.

Consideration of a motion to establish a mill rate of 33.27 to support the FY2020-2021 Budget and authorize use of up to \$509,000 in accumulated surplus in FY2020-2021

The amount of the use of accumulated surplus was raised to \$594,000. The mill rate will remain the same as last year at 33.27.

A motion was made by Ms. Moore, seconded by Mr. Johnson, to establish a mill rate of 33.27 to support the FY2020-2021 Budget and authorize use of up to \$594,000 in accumulated surplus in FY2020-2021. Voted (6-1) Mr. Philhower against.

Adjournment

A motion was made by Mr. Reich, seconded by Ms. Moore, to adjourn the meeting at 7:40pm. Voted (7-0)

Respectfully Submitted,

Cathy Sirois
Recording Clerk

Town of East Hampton
Town Council Special Meeting
Wednesday, June 17, 2020
Virtual Meeting via Zoom

MINUTES

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

Call to Order

Chairman Brown called the meeting to order at 6:30 p.m. via Zoom

A motion was made by Mr. Markham, seconded by Mr. Reich, to adopt the agenda as presented.
Voted (7-0)

Consideration of a motion to correct the mill rate to 33.14 for FY 2020-2021

A motion was made by Mr. Markham, seconded by Mr. Johnson, to reconsider the Town Council action at the Monday, June 15, 2020 Special Meeting for the consideration of a motion to establish a mill rate of 33.27 to support the FY2020-2021 budget and authorize the use of up to \$594,000 in accumulated surplus in FY 2020-2021. Voted (7-0)

Mr. Cox explained that a clerical error was found in the budget documents that were brought forward from last year's budget preparations to the current year's documents.

A motion was made by Mr. Markham, seconded by Mr. Johnson, to establish the mill rate of 33.14 to support the FY 2020-2021 budget and authorize the use of up to \$594,000 in accumulated surplus in FY 2020-2021. Voted (6-1) Mr. Philhower against.

Mr. Markham explained that the shortfall of approximately \$144,000 will be made up with not hiring the Police Officer until January 1 and the Young Adult Librarian until October and the tax collection rate should be higher than the stated 98.5%.

Adjournment

A motion was made by Mr. Reich, seconded by Mr. Johnson, to adjourn the meeting at 6:42pm.
Voted (7-0)

Respectfully Submitted,

Cathy Sirois
Recording Clerk

Town of East Hampton
Town Council Regular Meeting
Tuesday, June 23, 2020
Virtual Meeting via Zoom

MINUTES

Present: Chairman Pete Brown (arrived at 6:35pm), Vice Chairman Dean Markham, Council Members Tim Feegel, Derek Johnson, Barbara Moore, Mark Philhower, and Kevin Reich and Town Manager David Cox.

Call to Order

Vice Chairman Markham called the meeting to order at 6:30 p.m.

Adoption of Agenda:

A motion was made by Ms. Moore, seconded by Mr. Philhower, to adopt the agenda as written. Voted (6-0)

Approval of Minutes

A motion was made by Mr. Reich, seconded by Ms. Moore, to approve the minutes of the Town Council Regular Meeting of June 9, 2020 as written. Voted (6-0)

Public Remarks

None

Presentations

None

Bids & Contracts

None

Resolution/ Ordinances/ Policies/ Proclamation

None

Continued Business

Approval of 2020-2021 Public Water System Operating Budget & Water Use Rate

The 2020-2021 Public Water System Operating Budget & Water Use Rate was approved by the WPCA and forwarded on to the Town Council. The WPCA held a public hearing on the budget with no comments received. There is no increase in rates for this budget. The full budget will be included with the minutes filed in the Town Clerk's Office.

A motion was made by Mr. Reich, seconded by Mr. Johnson, to approve the 2020/2021 Public Water System Operating Budget and to establish rates in the amount of \$40 per month per EMI plus \$11.50 per 1,000 gallons of water use. Voted (7-0)

New Business

Discussion of Funding Plans for High School Baseball Field, Tennis Court and Track Improvements

Mr. Cox explained that the Capital Committee reviewed the Capital plan that proposed financing the work needed to renovate the High School baseball field, tennis court and track rather than attempting to fund the items using current taxes. The total for the three projects would be approximately \$950,000. There is approximately \$900,000 in the authorized bonding amount for the high school project. This amount could be allocated to these projects and combined with the funds in the Capital Reserve Fund for the track replacement of approximately \$189,000 to provide funding. It is the Council's decision whether to move forward with this plan. Jeremy Hall, Director of Parks & Recreation, was present to provide additional details on the projects. After discussion, Mr. Philhower and Mr. Feegel requested a 2nd reading on this item. It will be included on the next meeting agenda.

Town Manager Report

Mr. Cox provided an overview of the Town Manager Report, which will be included with the minutes filed in the Town Clerk's Office. In addition to the information in his report, Mr. Cox provided an update on the Building Department operations. This report will also be included with the minutes filed in the Town Clerk's Office. Another update on the Building Department will be included on the July 14th agenda. He also noted that tax bills will be mailed out soon and that the low interest rate program is available for taxpayers if needed. Mr. Cox provided an update on the 20 East High Street property which is included on the agenda report.

Mr. Markham asked for an update on 1 Watrous Street and 13 Summit Street. Mr. Cox noted that 1 Watrous is in the midst of a Phase II study. There has been interest in the properties.

Appointments

A motion was made by Mr. Markham, seconded by Mr. Philhower, to appoint George Coshow (term through April 30, 2022) and Linda Ursin (term through April 30, 2024) to the Ethics Commission and to reappoint Gabe Stein to the Ethics Commission (term through April 30, 2024). Voted (7-0)

Tax Refunds

None

Public Remarks

Tom Seidl, Jacobson Farm Road, commented that he appreciates the discussion on the High School baseball field and how much it is needed. In 2018 the team was only able to have 4 practices on the field and all of their home games needed to be rescheduled on the road.

Communications, Correspondence & Announcement

None

Adjournment


A motion was made by Mr. Reich, seconded by Ms. Moore, to adjourn the meeting at 8:00pm. Voted 7-0)

Respectfully Submitted,

Cathy Sirois
Recording Clerk



July 8, 2020

To: David Cox, Town Manager
From: Dennis Woessner, Chief of Police 
Subject: Police Department SUV Replacement

The East Hampton Police Department was approved in the 2020/2021 budget to purchase a new Police SUV vehicle, which will replace an existing vehicle in our fleet. Attached to this memorandum is a quote from MHQ Inc. to purchase the new 2021 Ford Utility Police Interceptor vehicle. The vehicle is being purchased from MHQ Inc. under State Contract Award #12PSX0194 in the amount of \$34,243.40. I am therefore requesting this purchase be approved.



MHQ, Inc
 401 Elm Street
 Marlborough, MA 01752

Quotation

Quote Date: 7/6/2020
Sales Contact: Marc Sheehan
Contact Info: P: 860-788-6816
Email: msheehan@mhq.com
Customer: East Hampton PD
Customer Contact: Chief Woessner
Address:
Phone:
Email:

Ford Utility Interceptor 2021 CT Contract Pricing
 CT Contract 12PSX0194

Order	Code #	Description of Ford Options	Unit Price	
	K8A	2021 Ford Utility Police Interceptor Base (K8A + 99W) with 3.3L V6 DI H	\$35,409.00	
X		2021 Ford Utility Police Interceptor Base (K8A+ 99B) with 3.3L V6 DI En	\$32,090.80	\$32,090.80
		2021 Ford Utility Police Interceptor Base (K8A + 99C) with 3.0L V6 EcoF	\$36,151.60	
X	Ext Colo	UM - Agate Black		Std
X	Int	9W - Front Cloth, Rear Vinyl		Std
X	153	License Plate Bracket		NC
X	549	Heated Mirrors	\$56.40	\$56.40
	593	Perimter Anti Theft Alarm	\$112.80	
	942	Daytime Running Lamps	\$42.30	
	16C	1st & 2nd Row Carpet Floor	\$117.50	
	16D	Badge Delete		NC
	17A	Aux A/C	\$573.40	
X	17T	Dome Light	\$47.00	\$47.00
	18D	Global Lock/Unlock feature (Eliminates overhead liftgate switch)	\$0.00	
	18X	100 Watt Siren / Speaker	\$296.10	
	19K	H8 AGM Battery	\$103.40	
	19V	Rear Camera on Demand	\$216.20	
	21L	Front Warning Aux Light (Driver - Red, Pass - Blue) Req 60A	\$517.00	
	41H	Engine Block Heater	\$84.60	
	43D	Dark Car Feature (Chime and Interior lights)	\$23.50	
	47A	Police Engine Idle Feature	\$244.40	
	51P	Spot Lamp Prep Kit, Driver Side	\$131.60	
	51R	Driver Only LED Spot Lamp	\$371.30	
	51S	Spot Light - Dual (Driver & Pass) (LED Bulb)	\$582.80	
X	51T	Spot Light - Driver Only (Whelen LED Bulb)	\$394.80	\$394.80
	51V	Spot Light - Dual (Driver & Pass) (Whelen LED Bulb)	\$625.10	
	51W	Spot Lamp Prep Kit, Dual Side	\$263.20	
	52P	Hidden Door Lock Plunger & Rear Door Handle INOP	\$150.40	
	52P	Hidden Door Lock Plunger	\$150.40	
X	52T	Class III Trailer Tow Lighting Connection Package	\$75.20	\$75.20
	55B/54Z	BLIS - Blind Spot Monitoring (includes Heated Mirrors)	\$512.30	
	55F	Remote Keyless Entry Key Fob	\$323.00	
X	59B	Keyed Alike - 1284X	\$47.00	\$47.00
	59C	Keyed Alike - 1294X	\$47.00	
	59D	Keyed Alike - 0135X	\$47.00	
	59E	Keyed Alike - 1435X	\$47.00	
	59F	Keyed Alike - 0576X	\$47.00	
	59G	Keyed Alike - 0151X	\$47.00	
	59J	Keyed Alike - 1111X	\$47.00	
X	60A	Pre-wiring for Grille, Speaker & Siren	\$47.00	\$47.00
X	60R	Noise Suppression Bonds	\$94.00	\$94.00
	63B	Side Maker Lights (aka Mirror Beams) Req. 60A	\$272.60	
	63L	Rear Quarter Glass Side Marker Lights	\$540.50	
X	63V	Cargo Storage Vault	\$230.30	\$230.30

MHQ, Inc

401 Elm Street

Marlborough, MA 01752

Quotation

Quote Date: 7/6/2020
 Sales Contact: Marc Sheehan
 Contact Info: P: 860-788-6816
 Email: msheehan@mhq.com

	64E	18 in Painted Aluminum Wheels	\$446.50	
	65L	Wheel Covers (18In. Full Wheel Covers)	\$56.40	
	65U	Admin Upgrade	\$366.60	
	66A	Front Headlight Lighting Solution	\$841.30	
X	66B	Tail Lamp Lighting Solution	\$404.20	\$404.20
X	66C	Rear Lighting Solution	\$427.70	\$427.70
	67H	Ready for the road Package	\$3,379.30	
	67U	Ultimate Wiring Package	\$526.40	
	67V	Police Wire Connector Kit Front & Rear	\$173.90	
	68B	Police Perimeter Alert	\$634.50	
X	68G	Rear-Door Handles Controls Inoperable / Locks Inoperable	\$70.50	\$70.50
	76D	Deflector Plate	\$314.90	
	76P	Pre-Collision Assist with Pedestrian Detection	\$136.30	
X	76R	Reverse Sensing	\$258.50	\$258.50
	85D	Front Console Plate Delete option	\$0	
	85R	Rear Console Plate	\$42.30	
	85S	Rear Center Seat Delete	\$0.00	
	86T	Tail Lamp/Police Interceptor Housing	\$56.40	
	87P	Power Passenger Seat (6-way)	305.5	
	87R	Rear View Camera in Rear View Mirror	N/C	
	88F	2nd Row Cloth Seats	\$56.40	
	90D	Ballistic Door Panels - Drivers Front Door Only	\$1,489.90	
	90E	Ballistic Door Panels - Drivers & PaxFront Door Only	\$2,979.80	
	90F	Ballistic Door Panels (LVL IV+) – Driver Front Door Only	\$2,270.10	
	90G	Ballistic Door Panels (LVL IV+) – Driver & Pass Front Doors	\$4,540.20	
	92G	2nd & 3rd Row Solar Tint	\$112.80	
	92R	2nd Row ONLY Solar Tint	\$79.90	
	96T	Rear Spoiler Traffic Warning Lights	\$1,405.30	
	96W	Front Interior Windshield Warning Lights (Red/Blue w TD)	\$1,076.30	
		Total Per Vehicle		\$34,243.40
		Number of Vehicles	1	\$34,243.40

**TOWN OF EAST HAMPTON
AGENDA REPORT**

Agenda Item: 8A

Item to be presented by: Jeff Jylkka

DATE: July 14, 2020

SUBJECT: Bond refunding

DEPARTMENT: Finance

BACKGROUND

The Town issued debt in 2006 and 2009 to finance various capital improvement projects. These bonds carry interest rates varying from 2.5% to 5.0% with an average outstanding coupon rate of 4.2%. Current municipal interest rates are at historic lows and both of the above-mentioned bond issues are eligible to be re-financed. The majority of savings will come from the 2009 issue. While there is only one payment left on the 2006 issue, I thought it made sense to add it as it gives the Town the option to re-finance if it makes economic sense. We should expect to see savings from \$100-\$125K, depending on market conditions at the time of sale. This re-financed issue will occur in conjunction with the sale of Town Hall bonds scheduled in late August. By combining the re-financing with the Town Hall bonds we can realize savings on our issue costs.

RECOMMENDED MOTION

See attached.

ALTERNATIVE ACTIONS

Not to approve the resolution.

FISCAL IMPACT

The total budget savings over the next 9 years is estimated to be \$100,000 - \$125,000.

**RESOLUTION OF EAST HAMPTON TOWN COUNCIL
AUTHORIZING THE ISSUANCE OF NOT EXCEEDING \$1,500,000 REFUNDING
BONDS FOR PAYMENT IN WHOLE OR IN PART OF THE OUTSTANDING
PRINCIPAL OF AND INTEREST AND ANY CALL PREMIUM ON THE TOWN'S
(\$3,175,000 GENERAL OBLIGATION BONDS, ISSUE OF 2006, AND \$2,985,000
GENERAL OBLIGATION BONDS, ISSUE OF 2009, AND RELATED COSTS**

BE IT RESOLVED,

(a) That the Town of East Hampton issue its refunding bonds, in an amount not to exceed ONE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$1,500,000), the proceeds of which are hereby appropriated: (1) to be applied, or to fund one or more escrows, the balance held in such escrows, together with the investment earnings thereon, to be applied, by the Town to the payment in whole or in part, as to be determined by the Chairman or the Vice-Chairman of the Town Council and the Town Manager or the Finance Director of the Town, of the outstanding principal of and interest and any call premium on the Town's \$3,175,000 General Obligation Bonds, Issue of 2006, and \$2,985,000 General Obligation Bonds, Issue of 2009, including the payment of interest accrued on said bonds to the date of payment, and (2) to pay costs of issuance of the refunding bonds authorized hereby, including legal fees, consultants' fees, trustee or escrow agent fees, underwriters' fees, net interest and other financing costs and other costs related to the payment of the outstanding bonds described above. The refunding bonds shall be issued pursuant to Section 7-370c of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The Chairman or the Vice-Chairman of the Town Council and the Town Manager or the Finance Director of the Town shall sign the bonds by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds. The Chairman or the Vice-Chairman of the Town Council and the Town Manager or the Finance Director are authorized to determine the amount, date, interest rates, maturities, redemption provisions, form and other details of the bonds; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds; to provide for the keeping of a record of the bonds or notes; to sell the bonds at public or private sale; to deliver the bonds; and to perform all other acts which are necessary or appropriate to issue the bonds.

(b) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that costs of the refunding may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the refunding. The Chairman or the Vice-Chairman of the Town Council and the Town Manager or the Finance Director are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(c) That the Chairman or the Vice-Chairman of the Town Council and the Town Manager or the Finance Director are authorized to make representations and enter into written agreements for the benefit of holders of the bonds to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds.

(d) That the Chairman or the Vice-Chairman of the Town Council and the Town Manager or the Finance Director are authorized to take all other action which is necessary or desirable to enable the Town to effectuate the refunding of all or a portion of the Town's \$3,175,000 General Obligation Bonds, Issue of 2006, and \$2,985,000 General Obligation Bonds, Issue of 2009, and to issue refunding bonds authorized hereby for such purposes, including, but not limited to, the entrance into agreements on behalf of the Town with underwriters, trustees, escrow agents, bond insurers and others to facilitate the issuance of the refunding bonds, the escrow of the proceeds thereof and investment earnings thereon, and the payment of the outstanding bonds in whole or in part.

(e) That the above authorization to issue refunding bonds shall lapse on June 30, 2021.

Approved this 14th day of July 2020.

TOWN COUNCIL

James Brown, Chairperson

ATTEST

Kelly Bilodeau, Town Clerk

**TOWN OF EAST HAMPTON
AGENDA REPORT**

Agenda Item: 8B/C

Item to be presented by: Jeff Jylkka

DATE: July 14, 2020

SUBJECT: Lease financing

DEPARTMENT: Finance

BACKGROUND

Included in the FY 2021 capital plan are two Public Works pieces of equipment proposed to be lease financed. The two items are an International dump truck (\$176,250) and an excavator (\$110,000). We have been quoted a rate of 2.17% for a 7-year term. \$50,000 has been budgeted in the General Fund debt line for new lease payments. Separate resolutions are provided for your consideration. We are proposing the equipment be financed through a tax-exempt, municipal government lease. The Town currently has four similar leases outstanding.

RECOMMENDED MOTION

See attached.

ALTERNATIVE ACTIONS

Not to approve the resolution.

FISCAL IMPACT

Annual lease payments are anticipated to be \$43,706.27. The first lease payment starts in FY 2021 and ends in FY 2027.

**TOWN OF EAST HAMPTON OF THE STATE OF CONNECTICUT
RESOLUTION AUTHORIZING A LEASE-PURCHASE FINANCING TO FINANCE
ACQUISITION OF A PUBLIC WORKS HEAVY DUTY TRUCK AND RELATED
EQUIPMENT
July 14, 2020**

WHEREAS, the Town of East Hampton of the State of Connecticut (the "Town") contemplates entering into a lease-purchase agreement to finance the costs of acquisition of a Public Works Heavy Duty Truck and equipment related thereto (the "Project"); and

WHEREAS, the Town Council of the Town has determined that a true and very real need exists for the acquisition of the Project; and

WHEREAS, the Town Council has taken the necessary steps, including any legal bidding requirements, under applicable law to arrange for the acquisition of the Project; and

WHEREAS, it is contemplated that interest on such lease-purchase financing shall be exempt from Federal income taxation; and

WHEREAS, the Town Council hereby determines that such a lease-purchase financing is in the best interests of Town; and

WHEREAS, it is contemplated that a payment may be due under the Agreement during the fiscal year ending June 30, 2021 and that the general fund has amounts sufficient for such payment; and

WHEREAS, the lease-purchase financing agreement will contain a non-appropriation provision; and

WHEREAS, The Town Council has the powers, among others, (1) to provide for the due execution of contracts of the Town, (2) to lease real and personal property for the Town, and (3) to enter into contracts for any services and to purchase or contract to purchase any supplies, materials, equipment and other commodities required by the Town.

NOW, THEREFORE, BE IT RESOLVED, BY THE TOWN COUNCIL OF THE TOWN OF EAST HAMPTON:

1. That the Town undertake a lease-purchase financing in a principal amount not to exceed \$176,250, and with an amortization period not to exceed seven (7) years, to finance the costs of the Project, the first payment on the lease-purchase financing may be made in the 2020/21 fiscal year from the general fund. The Project may include acquisition costs, equipment, legal fees, capitalized net interest cost and other financing costs, and other expenses related to the Project and its financing.

2 That the Town Manager or the Finance Director of the Town are authorized to negotiate, approve, execute and deliver on behalf of the Town any lease-purchase agreement and any certificates or documents related to the acquisition or the financing and are authorized to

determine the amounts, dates, interest rates, maturities, prepayment terms, form and other details of the lease-purchase agreement; and to perform all other acts and execute all other documents which are necessary or appropriate to enter into the lease-purchase agreement, including without limitation any agreement with regards to the escrow of the proceeds of the lease-purchase agreement.

3. That the Town Council, acting on behalf of the Town, hereby declares the Town's official intent under Federal Income Tax Regulation Section 1.150-2 that costs of the Project may be funded initially from available funds of the Town, and that the Town reasonably expects to reimburse any such initial funding sources from the proceeds of the lease-purchase financing for the Project in an aggregate principal amount anticipated not to exceed \$176,250. The Chairman or the Vice-Chairman of the Town Council and the Town Manager or the Finance Director of the Town are authorized to amend such declaration of official intent as the Chairman or the Vice-Chairman of the Town Council and the Town Manager or the Finance Director of the Town deems necessary or advisable and to bind the Town pursuant to such representations and covenants as the Chairman or the Vice-Chairman of the Town Council and the Town Manager or the Finance Director of the Town deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the lease-purchase agreement authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

4. That the Town Manager, the Finance Director, and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the Project and to enter into the lease-purchase agreement.

Approved this 14th day of July 2020.

TOWN COUNCIL

James Brown, Chairperson

ATTEST

Kelly Bilodeau, Town Clerk

**TOWN OF EAST HAMPTON OF THE STATE OF CONNECTICUT
RESOLUTION AUTHORIZING A LEASE-PURCHASE FINANCING TO FINANCE
ACQUISITION OF A PUBLIC WORKS EXCAVATOR AND RELATED EQUIPMENT
July 14, 2020**

WHEREAS, the Town of East Hampton of the State of Connecticut (the "Town") contemplates entering into a lease-purchase agreement to finance the costs of acquisition of a Public Works Heavy Excavator and equipment related thereto (the "Project"); and

WHEREAS, the Town Council of the Town has determined that a true and very real need exists for the acquisition of the Project; and

WHEREAS, the Town Council has taken the necessary steps, including any legal bidding requirements, under applicable law to arrange for the acquisition of the Project; and

WHEREAS, it is contemplated that interest on such lease-purchase financing shall be exempt from Federal income taxation; and

WHEREAS, the Town Council hereby determines that such a lease-purchase financing is in the best interests of Town; and

WHEREAS, it is contemplated that a payment may be due under the Agreement during the fiscal year ending June 30, 2021 and that the general fund has amounts sufficient for such payment; and

WHEREAS, the lease-purchase financing agreement will contain a non-appropriation provision; and

WHEREAS, The Town Council has the powers, among others, (1) to provide for the due execution of contracts of the Town, (2) to lease real and personal property for the Town, and (3) to enter into contracts for any services and to purchase or contract to purchase any supplies, materials, equipment and other commodities required by the Town.

NOW, THEREFORE, BE IT RESOLVED, BY THE TOWN COUNCIL OF THE TOWN OF EAST HAMPTON:

1. That the Town undertake a lease-purchase financing in a principal amount not to exceed \$110,000, and with an amortization period not to exceed seven (7) years, to finance the costs of the Project, the first payment on the lease-purchase financing may be made in the 2020/21 fiscal year from the general fund. The Project may include acquisition costs, equipment, legal fees, capitalized net interest cost and other financing costs, and other expenses related to the Project and its financing.

2. That the Town Manager or the Finance Director of the Town are authorized to negotiate, approve, execute and deliver on behalf of the Town any lease-purchase agreement and any certificates or documents related to the acquisition or the financing and are authorized to determine the amounts, dates, interest rates, maturities, prepayment terms, form and other details

of the lease-purchase agreement; and to perform all other acts and execute all other documents which are necessary or appropriate to enter into the lease-purchase agreement, including without limitation any agreement with regards to the escrow of the proceeds of the lease-purchase agreement.

3. That the Town Council, acting on behalf of the Town, hereby declares the Town's official intent under Federal Income Tax Regulation Section 1.150-2 that costs of the Project may be funded initially from available funds of the Town, and that the Town reasonably expects to reimburse any such initial funding sources from the proceeds of the lease-purchase financing for the Project in an aggregate principal amount anticipated not to exceed \$110,000. The Chairman or the Vice-Chairman of the Town Council and the Town Manager or the Finance Director of the Town are authorized to amend such declaration of official intent as the Chairman or the Vice-Chairman of the Town Council and the Town Manager or the Finance Director of the Town deems necessary or advisable and to bind the Town pursuant to such representations and covenants as the Chairman or the Vice-Chairman of the Town Council and the Town Manager or the Finance Director of the Town deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the lease-purchase agreement authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

4. That the Town Manager, the Finance Director, and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the Project and to enter into the lease-purchase agreement.

Approved this 14th day of July 2020.

TOWN COUNCIL

James Brown, Chairperson

ATTEST

Kelly Bilodeau, Town Clerk

Print Form

Reset Form



Municipality: East Hampton

Form NAA-01
2020 Connecticut Neighborhood Assistance Act (NAA)
Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

Part I — General Information

Name of tax exempt organization/municipal agency: _____

Epoch Arts, Inc.

Address: 27 Skinner St, East Hampton, CT 06424

Federal Employer Identification Number: 11-3760142

Program title: Epoch Arts Energy Conservation Project

Name of contact person: Elizabeth Namen

Telephone number: (860) 267-0257

Email address: Elizabeth@epocharts.org

Total NAA funding requested (\$250 minimum, \$150,000 maximum): \$ 81,000.00

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?

Yes No

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- Energy conservation; or
 Comprehensive college access loan forgiveness (see Conn. Gen Stat. § 12-635(3)).

60% credit percentage

- Job training/education for unemployed persons aged 50 or over;
 Job training/education for persons with physical disabilities;
 Program serving low-income persons;
 Child care services;
 Establishment of a child day care facility;
 Open space acquisition fund; or
 Other (specify): _____

Description of program: _____

Epoch Arts runs community arts and education programs in a redeveloped brownfield building. Our programs run year round and the Building is used by many people in the community 7 days per week. This project will continue to fit out the space using several energy conservation strategies, including envelope insulation, sealing drafty windows, HVAC efficiency upgrades, and LED lighting. The resulting upgrades will improve our ability to run our programs in which youth address complex issues and social tensions by creating original art.

Need for program: _____

We welcome over 2000 people from the local region each year into our historic brick building. While the building is a significant historic feature of the town, it lacks the energy standards of modern construction. This grant will allow us to renovate outdated features, drastically reducing our operating costs and environmental impact. The existing windows are not properly sealed, exterior walls are uninsulated and the majority of the building uses inefficient lighting and electric heat.

Neighborhood area to be served: _____

East Hampton CT and Middlesex County

Plan to implement the program: _____

The Epoch Arts Energy Conservation Project has been planned through consultation with local architects, engineers and contractors. The NAA will allow us to secure funding through our business partnerships. Other buildout costs will be covered by private donations, matching and private grants, and in-kind donations. Community support and input will ensure we meet our project goals. Volunteers, artists and staff are in place to begin this project.

Timetable:

Program start date: 10/15/2019

Program completion date: 9/15/2021

The program completion date must not be more than two years from the program start date. A certified post-project review is due to the municipality overseeing implementation no later than three months after program completion date for all projects receiving \$25,000 or more in NAA funding.

Part III — Financial Information

Program Budget:

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:

NAA funds requested \$81,000.00

Other funding sources - itemized sources:

a) _____

b) _____

c) _____

d) _____

Total Funding: _____

Proposed Program Expenditures:

Direct operating expenses - itemized description:

a) HVAC \$25,000.00

b) Envelope insulation \$20,000.00

c) Sealing windows \$20,000.00

d) LED lighting \$16,000.00

Administrative expenses - itemized description:

a) _____ \$0.00

b) _____ \$0.00

c) _____ \$0.00

d) _____ _____

Total Proposed Expenditures: \$81,000.00

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program: _____

Mailing address: _____

Name of municipal liaison: _____

Telephone number: _

Fax number: _

Email address: _____

Post-Project Review

Is a post-project review required for this proposal?

Yes No

If **Yes**, date post-project review due:

Date

2020 Connecticut Neighborhood Assistance Act (NAA) Program Proposal Instructions

Complete all items on **Form NAA-01, 2020 Connecticut Neighborhood Assistance Act (NAA) Program Proposal**. Incomplete applications will **not** be accepted. For where to direct inquiries, see *Contact Information* below.

Part I – General Information

Enter the name of the tax exempt organization or municipal agency, address, Federal Employer Identification Number, and email address.

Program Title: Assign a unique program title to each program for which your organization is making an application.

Federal Form 990: Attach a copy of the first page of your organization's most recent federal Form 990 or Form 990EZ. If your organization is not required to file either Form 990 or Form 990EZ, attach a copy of the determination letter from the Internal Revenue Service.

Part II – Program Information

Description of Program: Describe the program, including information about how the program will operate, its benefit to the community, how recipients will be selected, and any measures used to determine the program's impact on the community.

Need for Program: Demonstrate a need for this program. For example, provide relevant statistics.

Neighborhood Area to Be Served: Describe the neighborhood or municipality this program will serve.

Plan to implement the program: Describe how the program will operate. Identify other persons or organizations involved in the administration of the program.

Timetable: Indicate the starting and completion dates of the program. The program completion date must not be more than two years from the program start date.

Part III – Financial Information

Each program proposal must include a program budget that includes all sources of funding and all anticipated expenditures. The information provided in the budget may be used during a post-project audit.

Sources of Revenue: The budget must include the requested NAA funding and any other anticipated revenue sources.

NAA Funding Requested: Indicate the total amount your organization is requesting for its program.

This amount may not exceed the total proposed expenditures. Please note that the minimum NAA funding is \$250, with a maximum funding of \$150,000 per organization or agency per year.

Other Funding Sources: Provide a detailed description(s) and the amount(s) of all funding sources.

Proposed Program Expenditures: The budget must include a detailed description and the amount of all direct operating and administrative expenditures. **Expenditures must equal or exceed total funding.**

Direct Operating Expenses: Expenses include materials, equipment, wages, salaries, tuition fees, sub-contracting services, and any other expenses needed to administer the program.

Part IV – Municipal Information

This part is to be completed by the municipal agency overseeing implementation of the program.

Municipal Liaison: The municipality must designate an individual to serve as a liaison with DRS for all NAA matters.

Post-Project Review: Any program receiving \$25,000 or more in NAA funding is required to provide a post-project review, prepared by a certified public accounting firm, to the municipality overseeing the program. This review must be submitted to the municipality no later than three months after the program completion date.

Contact Information

Direct inquiries to:

Department of Revenue Services (DRS)
Neighborhood Assistance Act Program
Attn: Research Unit
450 Columbus Blvd Ste 1
Hartford CT 06103-1837

or call **860-297-5687**.

TTY, TDD, and Text Telephone users only may transmit inquiries anytime by calling 860-297-4911. Taxpayers may also call 711 for relay services. A taxpayer must tell the 711 operator the number he or she wishes to call. The relay operator will dial it and then communicate using a TTY with the taxpayer.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: SEP 26 2006

EPOCH ARTS INC
C/O ELIZABETH NAMEN
138 AGUE SPRING LN
EAST HAMPTON, CT 06424-1218

Employer Identification Number:
11-3760142
DLN:
17053227035026
Contact Person:
PETER A ORLETT ID# 31436
Contact Telephone Number:
(877) 829-5500 Accounting
Period Ending:
December 31 Public
Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes Effective Date of
Exemption:
October 13, 2005
Contribution Deductibility:
Yes Advance Ruling Ending
Date:
December 31, 2009

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Information for Exempt Organizations Under Section 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

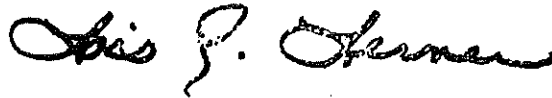
If you distribute funds to other organizations, your records must show whether they are exempt under section 501(c)(3). In cases where the recipient organization is not exempt under section 501(c)(3), you must have evidence the funds will be used for section 501(c)(3) purposes.

Letter 1045 (DO/CG)

EPOCH ARTS INC

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

A handwritten signature in cursive script, appearing to read "Lois G. Lerner".

Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Enclosures: Information for Organizations Exempt Under Section 501(c)(3)
Statute Extension

Letter 1045 (DO/CG)

**BOARD AND COMMISSION SUMMARY
JUNE 2020**

Arts & Culture Commission

No meeting

Board of Finance

The Board of Finance met on June 8 via Zoom. They approved the following resolution:

Resolved, that the Board of Finance recommends that the Town Council appropriate up to \$642,926 to the capital reserve fund transfer out account; and the appropriation shall be funded from unanticipated revenues (\$338,337) and unexpended Town operation budgets (\$304,589) and the amount of the appropriation shall be allocated as follows: CNG community contribution \$150,000; 2006 debt payment \$155,700; Aeration \$135,000; Pre-fund 2021 capital program \$202,226.

Further resolved that the Finance Director and Town Manager be authorized to make budget transfers in an amount not to exceed \$304,589 from unexpended line items and the amount of those transfers shall be reported to the Board of Finance and Town Council upon completion.

Brownfields Redevelopment Agency

No meeting

Clean Energy Task Force

No meeting

Commission on Aging

The Commission on Aging met on June 18 via Zoom. Senior Center Director JoAnn Ewing provided an overview of the services being provided to seniors during the COVID-19 outbreak. The meal program and CERT shopping program are ongoing. There was a car parade for Dick Bolles' 100th birthday. Ms. Ewing and several members of the commission attended a virtual conference. Several members of the commission are reviewing an Aging Mastery program.

Conservation-Lake Commission

The Conservation-Lake Commission met on June 11 via Zoom. The members reviewed and discussed three plan reviews. There were updates on the budget review and the watershed projects and federal funding. The members discussed monitoring the lake after the aeration system is installed and functional. Hillary Kenyon Garavoy gave a power point presentation on her findings for her mapping program of the lake. She compared her mud samples to the mud samples taken in 1990. Russ Melmed from the Chatham Health District discussed the new observation practices for blue green algae in the lake to the commission members. There will be no more cell counting of the algae in water samples. There was an update for the sub-committee report on education and the lake level was briefly discussed.

Design Review Board

The Design Review Board met on June 18 via Zoom. The members discussed the plan review for the new Edgewater Hill Market Square 2. Stephen Motto of Edgewater Hill Properties was on the Zoom call to present to the members. All the questions the members had were answered and the members approved of the plan with one added condition.

Economic Development Commission

The Economic Development Commission met on June 16 via Zoom. The members discussed the new regulation to help home-based businesses within the town with the chairman of Planning and Zoning. The EDC members will be involved in the preliminary discussion of the regulation and deciding how to draft it. The members discussed the business brochure, the P&Z minutes and approvals, the new business banner location, the Belltown spotlight on business, and the town beautification topics under old business. A member brought up the possible difficulties a new business would have trying to open their store/ business within the town. The members briefly discussed this topic, but it was pointed out that there is a step by step instruction on what the owner needs to do to open their business on the town's website. The members received an update from the Town Manager. The town budget was approved by the Town Council.

Ethics Commission

No meeting

Fire Commission

The Fire Commission met on June 15 via Zoom. The board members discussed the unpaid physicals from this fiscal year's budget. The physicals will be placed on a PO to hold the money from this year's budget. Both the Fire Marshal and Fire Chief read out their reports. The dry hydrant topic is being tabled for next month's meeting since the contractor needs to finish the Chestnut Hill hydrant. The Hurst tools have been purchased and installed on the trucks. The budget and purchases from this year's budget was discussed as well. The members were informed of a flag project that is being planned in the town.

Inland Wetland Watercourses Agency

The Inland Wetland Watercourses Agency met on June 24 via Zoom.

Agent Approvals:

- A. IW-20-098: Kelly Foster, 29 Wangonk Tr., Construction of a deck in the Upland Review Area. Map 09A/Block 70C/ Lot 27 – Approved per Agency
- B. IW-20-014: Theater Square LLC, 11 North Main St., Construction of 20' x 40' deck in Upland Review Area. Map 01A/ Block 39A/ Lot 28A – Approved per Agency
- C. IW-20-015: Theater Square LLC, 11 North Main St., Filling for widened drive aisle at rear of building in Upland Review Area. Map 01A/ Block 39A/ lot 28A – Approved per Agency

Continued Applications:

- A. IW-20-011: Edgewater Hill Enterprises, LLC., construction of Market Square 2 building with regulated activities in the Upland Review Area. Map 10A/Block 85/Lot 5C. Approved (4-0)

- B. IW-20-012: Edgewater Hill Enterprises, LLC., re-subdivision approval for the creation of 2 lots. Map 10A/Block 85/Lot 5C. Approved (4-0)

New Applications:

- A. IW-20-019: David Bengston, 82 Spellman Point Road, to demolish the existing home and construct a new 1,713.96 sq. ft. single family home within the Upland Review Area. Map 09A/Block 70/Lot 3. Continued to the next regularly scheduled meeting on July 29, 2020 (4-0)

Joint Facilities

No meeting

Library Advisory Board

The Library Advisory Board met on June 1 via Zoom. The members discussed the Library budget. The Strategic Plan is on hold at this time. April Hannon, Children's Librarian, updated the board on the library's launch of curbside services. They discussed plans for the Phase 2 reopening and the Summer Reading Program.

Middle Haddam Historic District Commission

The Middle Haddam Historic District Commission met on June 25 via Zoom. The commission members reviewed one application for their public hearing. The applicant was present to answer the member's questions. The existing siding on the north side of the house will be replaced by new vinyl siding that matches the color of the house; and the two existing picture windows will be replaced by two sliding windows. The new windows will be installed in the same footprint of the existing windows. The members accepted the application as is and to be passed on to the building department. The members briefly discussed the status of paving the parking lot at Cobalt Lodge. Mr. Walsh informed the members that he will be submitting an application to remodel and repair parts of his house to the Town Hall for the next commission meeting.

Parks & Recreation Advisory Board

The Parks & Recreation Advisory Board met on June 2 via Zoom. Jeremy Hall and Shawn Mullen discussed the protocols for dealing with Covid-19 for Sears Park and for Summer Camp programs. Guidelines and procedures were put in place for all activities and facility usage. Jeremy Hall also discussed the 519 grant and construction work at Sears Park scheduled to be completed.

Planning & Zoning Commission

The Planning & Zoning Commission met on June 3 via Zoom.

Public Hearings:

- A. Application PZC-20-001: Sports on 66, LLC., 265 West High St., for a Special Permit to sell Alcohol as an accessory use. (Sec. 8.4.B). Map 6/Block 12/Lot 20. The applicant requested an extension to the next regularly scheduled meeting on July 1, 2020. Extension request accepted (7-0)
- B. Application PZC-20-002: Stanislaw Oleksenko, 11 Cone Road, 4 lot subdivision of 14.766 acres parcel. Map 6/Block 36/Lot 6A. Continued to the next regularly scheduled meeting on July 1, 2020 (7-0)
- C. Application PZC-20-004: Lisa Sherman, 50 Main St., for a Zone Change: R-1 to

PO/R. Map 02A/Block 47/Lot 25. Applicant requested an extension to the July 1, 2020 regular meeting. Extension request accepted (7-0)

New Business:

- A. Application PZC-20-010: Edgewater Hill Enterprises, East High St., for a Re-Subdivision for 2 lots. Map 10A/Block 85/Lot 5C. Continued to next regularly scheduled meeting on July 1, 2020. (7-0)
- B. Application PZC-20-011: Edgewater Hill Enterprises, East High St., for a site plan review for a new mixed-use building in accordance with the MUDD Zone Master Plan. Map 10A/Block 85/Lot. Continued to next regularly scheduled meeting on July 1, 2020. (7-0)
- C. Application PZC-20-012: Theater Square, 11 North Main St., for a Site Plan Modification for a 25 x 25 deck and a crosswalk with stop sign. Map 01A/Block 39A/Lot 28A 5C. Approved (7-0)

Old Business:

- A. Application PZC-20-003: Lisa Sherman, for an Amendment to Zoning Regulation 5.4.A PO/R Zone. Continued to the next regularly scheduled meeting on July 1, 2020 (7-0)
- B. Discussion: Update Sign Regulation to Include PO/R Zone Sign Standards. Updates to Sec. 3.1 Lake Pocotopaug Protection Zone: Continued to the next regularly scheduled meeting on July 1, 2020 (7-0)
- C. Discussion: Home Based Occupations: Continued to next regularly scheduled meeting on July 1, 2020. (7-0)
- D. Updates to Sec. 3.1 Lake Pocotopaug Protection Zone: Continued to next regularly scheduled meeting on July 1, 2020. (7-0)
- E. Updates to the Official East Hampton Zoning Map: Continued to the next regularly scheduled meeting on July 1, 2020 (7-0)

Planning & Zoning also held a Special meeting on June 15. A public hearing was held for Application PZC-20-014: Town of East Hampton, Brookhaven Park Beach, Park Road for the installation of an equipment shed for the Lake Aeration system. Map 10A/ Block 82/Lot 26A. Approved (7-0)

Town Cemetery Board

The Town Cemetery Board met on June 17 via Zoom. Public Works Director Matt Walsh provided an overview of work that is needed in the town owned cemeteries. The members discussed the additional land that was purchased for the Young Street Cemetery and the plans for this area. Anchor Engineering had done a wetland survey. The members made a motion to approve a survey at Skinnerville, paving and tree work at various cemeteries with the current fiscal year budget funds.

Town Facility Building Committee

The Town Facility Building Committee met on June 4. The members received updates from the architect, construction manager, and the OPM. The last couple of issues with the building were completed. A site walk by the Building Department official and the Fire Marshal was performed, and some issues were found. But there has been no contact by

either department to the OPM or the construction manager. There needs to be a written account of the problems before the issues can be addressed. The members then approved four invoices.

The Town Facility Building Committee met on June 18. Members received updates for the architect, construction manager and OPM. Meetings are being held regarding the audio-visual equipment in the building. The items on the final list from the Building Official and Fire Marshal are the lobby railing, stairwell 2 railing, roof hatch and two locks on the ladder parapet. Six change orders were approved, and one was tabled; and three invoices were approved.

Water Pollution Control Authority

The Water Pollution Control Authority Board held a virtual Special meeting on June 16. Mr. Clayton reported on the main sewer line break near Prospect Hill (Colchester) to Smith St (East Hampton) on the Airline Trail. The ruptures were caused by hydrogen sulfate gas collecting in the high and low spots of the pipe and trapping the air consequently rotting the pipe. A temporary 1500 ft bypass pipe was installed over the surface of the trail. which required multiple days of 24hr septage truck pumping and crew work. Approximately 200 feet of sewer line will need to be replaced. Mr. Clayton is recommending the upgrades to the generators on Pine Trail and Barbara Avenue in lieu of the Pine Trail Force Main (on hold). The contractor agrees to honor original amount of \$259K.

A Public Hearing was held for the proposed 2020-21 Water Budget and recommended water rates for the customers of the Village Center and Royal Oaks. The Budget will not require a rate change in FY 20-21. No public attended. The Water Budget will go to Town Council on June 23, for final approval. A Public Hearing was held to propose an amendment to the Sewer Use charge resolution section 5E to change the Sewer Use payments from one payment yearly on October 1 to two equal payments on October 1 and April 1 of each year, or in other such schedule as determined by the authority. No public attended. Vote 7-0 approved

Zoning Board of Appeals

The Zoning Board of Appeals met on June 8.

Public Hearings

- A. Application ZBA-20-005, Carra Zukowski, 45 Day Point Rd., for a variance to reduce the rear setback from 25' to 1.3' to demo the existing home and rebuild a new single-family home. Sec. 4.1.E Map 10A/Block 83/Lot 36A. Approved 4-0
- B. Application ZBA-20-006, Town of East Hampton, Brookhaven Park Beach, Park Road for a front yard setback variance from 25' to 1' and a side yard variance from 6' to 1' for the installation of an equipment shed for the Lake Aeration system. Map 10A/ Block 82/Lot 26A. Approved 4-0