

EAST HAMPTON TOWN COUNCIL
REGULAR MEETING
TUESDAY, JUNE 23, 2020
VIRTUAL MEETING
6:30PM
(All items on this agenda are subject to possible action.)

AGENDA

1. Call to Order
2. Adoption of Agenda
3. Approval of Minutes
 - a. Regular Meeting of June 9, 2020
4. Public Remarks – Please use the “Raise Your Hand” feature to be recognized. Comments are limited to 3 minutes for each person.
5. Presentations
6. Bids & Contracts
7. Resolutions/Ordinances/Policies/Proclamation
8. Continued Business
 - a. Approval of 2020/21 Public Water System Operating Budget & Water Use Rate
9. New Business
 - a. Discussion of Funding Plans for High School Baseball Field, Tennis Court and Track Improvements
10. Town Manager Report
 - a. Update on Building Department
 - b. Update on 20 East High Street Building
11. Appointments
12. Tax Refunds
13. Public Remarks – See above instructions
14. Communications, Correspondence & Announcements
15. Adjournment

This meeting will be held via Zoom meetings. Follow the instructions below to join.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/86963420925>

Or iPhone one-tap :

US: +13017158592,,86963420925# or +13126266799,,86963420925#


Or Telephone: Dial(for higher quality, dial a number based on your current location):

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or +1 346 248 7799 or +1 669 900 9128

Webinar ID: 869 6342 0925

MEMORANDUM

TO: Town Council

FROM: David E. Cox, Town Manager 

DATE: June 18, 2020

SUBJECT: Agenda Information – 6/23/2020

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.

8 Continued Business

8a Review of the WPCA Water Budget – Pursuant to the attached material from Public Utilities Administrator Scott Clayton, the Council is asked to give final review and approval to the proposed budget for the Village Center, Royal Oaks and Hampton Woods water systems owned and operated by the Town. The proposed budget increases by just \$819 to \$237,409 (0.35%) and there is no recommended increase in rates. Rates are intended to remain \$11.50 per 1,000 gallons of use plus a \$40 meter charge based on the Equivalent Meter Unit (EMU), which is one per residential unit. The WPCA has reviewed the proposed budget and held a public hearing on the matter on June 16 at which no comments were received. After the hearing, the WPCA adopted an action to recommend approval of the budget and rate structure.

Recommended Actions: Adopt a motion to approve the 2020/2021 Public Water System Operating Budget and to establish rates in the amount of \$40 per month per EMU plus \$11.50 per 1,000 gallons of water use.

9 New Business

9a Funding Plans for High School Baseball Field, Tennis Court and Track Improvements –

Pursuant to the attached material developed for the Capital Committee while it undertook review and development of the Town's FY 20/21 Capital Improvement Plan, the Council is asked to review plans for funding improvements to the baseball field, tennis courts and track at the high school. In February, the Capital Committee reviewed a Town-Manager-recommended Capital Plan that proposed financing the work needed to renovate the aforementioned athletic facilities at the school rather than attempting to fund the items using current taxes. Based on current estimates, these projects are expected to cost approximately \$950,000 in total with the baseball field and the tennis courts estimated at \$350,000 each and the track estimated at \$250,000. As noted in the material, which is attached, there remains approximately \$900,000 in the authorized bonding amount for the high school project. This amount would be allocated to these projects and combined with the funds held in the Town's Capital Reserve

Fund for the track replacement project (\$189,000) to provide funding. The Capital Improvement Plan as approved continues to show these projects as proposed for financing. The Council is asked to confirm whether its desires to move forward with this plan. If so, staff will prepare specifications and bidding for the projects with the baseball field renovations being the first priority. Additionally, staff will begin preparing for the details of the financing including preparation of resolutions and other Council actions.

Recommended Action: Determine whether the Council wishes to implement the financing plan for the improvements.

10 Town Manager Report

10a. Update on Building Department – At the meeting, I will present information on plans for implementing the newly approved Town Budget and other changes in the Department.

10b. Update on 20 E. High Street (Former Town Hall) – At the meeting, I will provide an update on the 20 E High Street property, which contains the former Town Hall. The following are some highlights related to the property, which was sold earlier this year. The property closing occurred the week of May 21, but, pursuant to the sale agreement, the Town retains possession of the property until the end of June. Currently, the DPW staff is coordinating the final removal of any remaining items and clean out of the building. Items that are usable for other areas of the Town or related entities have been relocated to those facilities and other items that have value have been or are being sold via direct sale to area municipalities or via the online auction used by the Town. Additionally, we have coordinated with the new owners regarding items that may be retained by them for their use. Staff has also completed removal of items like the time capsule, monuments, markers and signage. The time capsule and the monument have been temporarily relocated to the DPW facility and will be relocated to the new Town Hall once a final determination is made on their location. The East Hampton historical marker will be relocated to the Village Center area.

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, June 9, 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.

Adoption of Agenda:

A motion was made by Mr. Reich, seconded by Mr. Johnson, to amend the agenda to add an item under #2 – Statement Against Racial Discrimination and an item under #8 for a Statement on the Budget. Voted (7-0)

Town Council Statement Against Racial Discrimination

As the country continues to react to the violent death of George Floyd and actions by the police officers involved in Minneapolis, we have seen residents in our area and across the state participate in and organize demonstrations against racism, intolerance, and misconduct by police.

We would like to add our voices by saying that racial discrimination and bias is abhorrent, contrary to the guiding principles of our nation, and have no place in East Hampton. We must call out intolerance and discrimination when it is exhibited whether by police departments, in schools, in the workplace, or other facets of daily life. Everyone who resides in East Hampton is entitled to the fullest protection of the law and benefit from our system of justice. All should feel welcome and treated with respect as a part of our shared town. Racism against a member of our town undermines our strength as a community.

We are pleased with East Hampton Police Chief Woessner's recent statement responding to the events in Minneapolis, which reiterated the commitment by members of the town police force to conduct themselves with honor and high ethical standards and look forward to the Town's completion of its meaningful review of Police Policies.

We hope our town can come together to have honest conversations as we react to and self-reflect on recent events.

We ask anyone who intends to participate in demonstrations to please do so peacefully, wear a face mask, and practice social distancing when possible as the town continues their efforts to protect residents from COVID-19.

Approval of Minutes

A motion was made by Ms. Moore, seconded by Mr. Markham, to approve the minutes of the Town Council Special Meeting of May 21, 2020 as written. Voted (7-0)

A motion was made by Ms. Moore, seconded by Mr. Johnson, to approve the minutes of the Town Council Regular Meeting of May 26, 2020 as written. Voted (7-0)

Public Remarks

Priscilla Gomez, 7 Maplewood Drive, commented on the upcoming police contract negotiations and believes the process should be transparent. She suggested body cameras that cannot be tampered with and a policy that no member of the department can be affiliated with any hate group. She would like the public to be a part of the contract process.

Mary Ann Dostaler, 56 William Drive, appreciated the discussion at the last Council meeting regarding the budget. She would like to encourage some thought on the additional police officer position and whether it is needed.

Presentations

None

Bids & Contracts

None

Resolution/ Ordinances/ Policies/ Proclamation

None

Continued Business

2020-2021 Town & Board of Education Budgets

Statement on the Budget

Vice Chairman Dean Markham read the following statement prepared by the Democratic members of the Town Council.

Statement in Support and Comments on Proposed Budget

On May 26th, this Council's Leadership laid out a budget plan that included: (1) selective payment of one-time Capital Expenses or early debt retirement, strategically utilizing budget surpluses from both General Government and Education; (2) the addition of a much needed teaching position to reduce class size for the current 4th grade at Center School; (3) the restoration of a Police Officer eliminated years ago; (4) the acquisition of technology and Chromebooks in our school system cut from prior year budgets; (5) strategic use of fund balance without negatively impacting our bond rating; and (6) no mill rate increase.

We have proposed a Fiscal 2020-21 budget of \$47,352,797, \$385,790 below that adopted by the Board of Finance. This budget reflects an overall 2.0% increase in these very trying times. We know not what the future holds in store, be it, changes in state funding of education, economic growth or COVID-19 re-occurrence, but we have chosen a course that we strongly believe improves our community and addresses the hopes and desires of a majority of our citizens and taxpayers. I would be misleading to say or suggest we have done everything we, or you, would like.

I'm sure there are many who would disagree, desiring no budget increase what-so-ever nor

the use of any fund balance surplus. Our Leadership, in consultation with our Town Manager, Finance Director and Superintendent, have made strategic use of surplus (our excess cash) to pay one-time non-recurring expenses, including \$305,700 that have a direct impact, a reduction, in 2021 and 2022. This budget anticipates an ending Fund Balance at 11% of annual Expenditures. Yes, that is lower than the 12% we had hoped but STILL very solid, which should be a contributing factor to maintain our AAA Bond Rating.

The additional time given the Council to enact a budget under the Governor's Executive Order has not been wasted. Beginning with the Council's budget workshop and daily interaction with town officials, we have been able to fine tune this proposal. The closer we get to year end, better the data we have to shape this document. As an example, two weeks ago the Board of Education estimate an operating surplus of \$202,000. After further analysis they now estimate that number to be \$260,000. One might ask why can't the Board of Education just hire the teacher? The Board can't because it has no authority to carryover surplus to the next year. We acknowledge that and accordingly include the \$76,000 funding for that teachers position in our 2020-21 proposal. We have also worked with the Board of Education to identify \$117,000 of one-time expenses in the 2020-21 that can be paid in this month of June. That is why you see a net \$41,000 reduction in the Education line item. In addition, \$100,000 of Chromebooks will be purchased in June. We are all aware of the dynamics under which our students have been educated since March in virtual classrooms. This budget funds Capital Expenses for the remainder of Educational technology needs. Further, we have set a new direction for Educational technology that will take future requirements out of the Capital Budget and make them operating expenses – the same way we handle textbooks.

Deferring final approval until next Monday the 15th will give the Council as much time as possible to improve the budget and fully discuss issues with all our employees on how they can directly assist this great community. Our Republican colleagues asked for us to pursue wage concessions in light of the impact of the coronavirus on our economy. We agreed. Our Town Manager and Superintendent are prepared to discuss any progress to date.

Our biggest challenge has not been entirely in the development of the 2020-21 budget, but 2022 and beyond. We all know that fiscal 2022 has significant increases already built in from actions jointly taken by prior Town Councils, Boards of Education and Finance and by you the voters and taxpayers who approved them in previous Budget Referendums. These included negotiated and adopted employee labor contracts and what will be the first-year debt payment for the new town hall. We are encouraged that we can hold the debt payment with an interest rate much lower than projected because of the current bond market and achieving a significant bond premium upon expected issuance of the bonds in September. I'm sure you will recall we experienced this same jump a few years ago when the first payment of the High School renovation bonds occurred.

Our budget includes funding for the police officer for a full year. We are not sure this can be accomplished but believe it is one of many factors that could smooth our budget and mill rate in succeeding years. Obviously, any funds not spent will be returned as surplus to our fund balance.

I've focused on the proposed changes in this document from that recommended by the Board of Finance. This budget, and results of other actions taken in this fiscal year, include so much more. We have funded the aeration project now in construction by Everblue, to be operational very shortly. Major goals of the Lake and Conservation Commission from the Nine Point

Lake Pocotopaug Watershed Plan have been or are being addressed. These include numerous projects controlling drainage and the proposed acquisition of Christopher Pond and adjacent land and creation of rain gardens among other things. Grants and reuse of proceeds from the sale of the East High St. town hall make this possible.

We have a program to replace roads within town. I'm sure many have seen the rebuilding and resurfacing of North Main Street and Lake Drive. Edgerton Street will have significant work in this next year.

There is often criticism on the cost of education. East Hampton provides a very Good Value for the amount spent per pupil, a little over \$16,000, in line with our neighbors Portland and Colchester but thousands below many of our comparable towns. Often the public attention focuses on students such as those highlighted recently as the "Top 10 Graduates." Yes, we are very proud of these students, but we are equally proud of the opportunities offered to all our students and their achievements as well. With this budget, for example, positions for Participation in the State of CT Manufacturing Pipeline Initiative are funded. Those who enroll will begin a program that provides immediate entry upon graduation into well paid skilled positions and careers in numerous participating companies such as Pratt and Whitney.

There is so much more that we could talk about, and yes there are other programs, not addressed with this budget proposal, that are needs of our community. Overall, however, we believe this document provides VALUE to citizens and taxpayers, cognizant of our ability to pay for these services, all with a positive view for the future of East Hampton.

Public Remarks

Amy Ordonez, 116 Main Street, Board of Education member and Chair of the Library Advisory Board, thanked the Council for the additions to the school budget. She thanked the Administrators of the Board of Education for taking furlough days next year to fund the upcoming engineering program. She would also like to see the Young Adult & Reference Librarian position funded.

Christine Fielding, 11 Lake Drive, commented on the Young Adult & Reference Librarian position and would like to see it funded. She is the Middle School Librarian. She feels there is a void in the programming for ages 12 & up.

Cyndi Shirshac, Clark Hill Road, Vice Chair of the Library Advisory Board, asked the Council to fund the Young Adult & Reference Librarian. She feels the young adults are not being served as well as the younger children. This position falls to the Library Director when there is no person in the position.

Consideration of a Resolution amending the FY 2020 Budget regarding allocation of additional revenues and reallocation of expenses

Mr. Reich read the resolution pertaining to appropriation of funds to the Fiscal Year 2020 capital reserve fund transfer. The full resolution will be included with the minutes filed in the Town Clerk's Office.

A motion was made by Mr. Reich, seconded by Ms. Moore, to adopt the resolution as presented. Voted (6-1) Mr. Philhower against.

Discussion of a Resolution providing for adoption of the Education Budget

The resolution will be prepared and acted on at a special meeting on Monday, June 15, 2020.

Discussion of a Resolution providing for adoption of the Town Government Budget

The resolution will be prepared and acted on at a special meeting on Monday, June 15, 2020.

Discussion of a motion to establish a mill rate related to the FY 2021 Budget and authorize use of accumulated surplus

This item will be acted on at a special meeting on Monday, June 15, 2020.

A Special Town Council Meeting will be held on Monday, June 15, 2020 at 7:00pm to adopt the budgets and mill rate.

New Business**Consideration of an Easement for Aeration Equipment**

Due to some unanticipated issues that arose related to the previously approved location for the second aeration equipment location, a new location has been found within the Brookhaven Park Association. The Zoning Board of Appeals approved the location and a special meeting of the Planning & Zoning Commission will be held for approval.

A motion was made by Mr. Reich, seconded by Mr. Johnson, to approve the easement contingent upon approval from Planning & Zoning. Voted (7-0)

Consideration of a motion to end the waiver of the Transfer Station bulky waste fee and to eliminate the limitations on waste delivery effective June 27, 2020

On March 24th the Council implemented a waiver of the fees for bulky waste, suspended the collection of waste tires and imposed a restriction of one load per household per weekend, along with the suspension of sticker fees at the Transfer Station. Now that the COVID-19 situation has improved, the Council is considering restoring normal operations and charges at the Transfer Station. Safety protocols would be established including the use of masks and gloves.

A motion was made by Mr. Markham, seconded by Ms. Moore, to restore normal operations and fees at the Transfer Station after the weekend of June 27, 2020. Voted (7-0)

Due to the July 4th holiday, the first day of regular operations at the Transfer Station will be July 11th.

Town Manager Report

Mr. Cox provided an overview of the Town Manager Report. Mr. Cox also reported issues with residents and deliveries finding the location of the new Town Hall at 1 Community Drive. He also noted that the first possible in person meeting at Town Hall could be July 14th. Details are still be worked out. He indicated that a good plan has been put in place for safety during the scheduled protest on Saturday, June 13th.

Mr. Johnson encouraged the Town Manager to look at all issues regarding police conduct when negotiating the union contract.

Appointments

None

Tax Refunds

A motion was made by Mr. Markham, seconded by Mr. Philhower, to approve tax refunds in the amount of \$101.41. Voted (7-0)

Public Remarks

Kyle Dostaler, 56 William Drive, commented on the good discussion on the budget. He commented on the Police department and Police contract. He feels the department needs to be looked at organizationally where there is no detective, no second in command and police as 1st responders. This is the time to begin addressing these issues.

Communications, Correspondence & Announcement

May Board & Commission Summary

The May Board and Commission Summary was provided to Council members.

Adjournment

A motion was made by Mr. Reich, seconded by Ms. Moore, to adjourn the meeting at 7:45pm. Voted 7-0)

Respectfully Submitted,

Cathy Sirois
Recording Clerk

TOWN OF EAST HAMPTON

AGENDA REPORT

Agenda Item #8a

Item to be presented by: Scott Clayton

DATE: June 23, 2020

SUBJECT: Second Reading- 2020/21 Public Water System Operating Budget & Water Use Rate

DEPARTMENT: WPCA

RECOMMENDED ACTION – to adopt the 2020/21 Operating Budget and approve water use rates effective July 15, 2020 for the two Community Water Systems owned by the Town and operated by the WPCA.

BACKGROUND – Pursuant to direction provided by TC at the meeting of May 12, 2020, a public hearing was held on June 16, 2020. At the Public Hearing, no one attended.

The recommended expense budget for both systems, \$238,228.00 represents an increase of 0.35% or \$828.00 over last year. Increases in testing account for the minimal increase.

WATER RATE RECOMMENDATION:

The 2020/21 budget of \$238,228.00, will not require an increase in water rates.

Recommended Resolution: The Town Council does hereby approve the 2020/21 Public Water System Operating Budget substantially in the form presented and furthermore adopts the following rate structure effective July 15, 2020.

Effective July 15, 2020 water billing rates are as follows:

- No Increase to Rates
- Equivalent Meter Units: \$40.00/EMU
- Commodity Charge: \$11.50/1000 gallons

ALTERNATIVE ACTIONS – at the discretion of the Town Council

FISCAL IMPACT – variable depending upon the ultimate action of the Town Council.

Town of East Hampton
Water Pollution Control Authority
P.O. Box 218, 20 Gildersleeve Drive
East Hampton, Connecticut 06424-0218
Telephone (860) 267-2536, Fax (860) 267-9913

TO: Members of the WPCA

XC: David Cox, Town Manager
Jeff, Jylkka, Finance Director

DATE: April 2, 2020

SUBJECT: 2020/21 Public Water System Operating Budget & Water Rate Recommendation

Management has reviewed the operations of the two (2) public water systems as well as the projected operations costs of the Hampton Woods system and has developed the following 2020/21 Public Water System Operating Budget. Based upon current operating conditions and known operational changes necessary to operate the systems as efficiently as possible the recommended budget for all systems totals \$238,228.00 and represents an \$828.00 or 0.35 % increase over last year.

Village Center Water System

The VCWS continues to perform within parameters. The media in the carbon filters has been changed this year and the storage tank has been inspected and cleaned. Testing of PFAS indicated contamination in well#1 raw water. The finished water after treatment tested at 0 ppt. Future projects include staying on top of media changeouts for the greensand and carbon filters. We will also have to test for PFAS quarterly as required by the state.

We did not experience any violations under the Safe Water Drinking Act for FY 19-20. VCWS revenues are tracking as projected, future revenues are discussed separately.

Royal Oaks Water System

Mitigating the PFAS at the Memorial School well was a top priority this year, 2 carbon filters were installed at a cost of \$21,000, this will also require PFAS testing quarterly. While the slip lining improved the water quality, the wells still have 7 – 10 mg/l of iron, which will require additional filters to improve water quality.

We continue to increase the iron and manganese filter capacity at the plant with every change-out of the media. Currently our treatment capacity is 12.0 cubic feet. We will need to replace both pumps for well #3 & #4 again this year, which are continuing fail due to high iron content.

We experienced no violations for water quality parameters in FY 19/20.

ROWS revenues are tracking as expected; management expects revenues to support the operation of the system for this fiscal year.

Hampton Woods Water System

The HWWS is fairly new to the East Hampton WPCA; Phase I A of the development has 34 individual homes of which 6 are connected to the water system. This facility will be expandable to serve 255 homes. The Town will not be responsible for a financial deficit associated with the operation prior to the full build out of the development, as per Developers agreement.

WATER RATE RECOMMENDATION: WATER RATE RECOMMENDATION:

The 2020/21 budget of \$238,228.00 will not require an increase in water rates for FY 20-21.



2020–21 Public Water Systems Operation Budget

63-59-0000-XXXX VCWS

63-59-0590-XXXX ROWS

63-59-0593-XXXX HWWS

Presented to WPCA: April 7, 2020

Recommended by WPCA: May 5, 2020

First Reading Date: May 9, 2020

Public Hearing Date: June 2, 2020

Town Council Adoption: June 9, 2020

Drop in Location:
20 Gildersleeve Drive
East Hampton, CT 06424

Board recommendation

East Hampton Water Pollution Control Authority Community Water Systems Fiscal Year Budget - 2020-21

REVENUES

Residential Consumption Estimated

| | VCWS | ROWS | HWWS | |
|--------------------------------------|-------------|-------------|-------------|-----------|
| daily consumption (gals.) | 6,000 | 12,000 | 4,080 | |
| Est. daily cons./unit (gals.) | 94 | 145 | 120 | |
| Mthly. commodity cost (\$/1000gals.) | \$11.50 | \$11.50 | \$11.50 | |
| Monthly commodity charge (\$) | \$32.43 | \$49.88 | \$41.40 | |
| Monthly meter cost (1EMU = X.XX) | \$40.00 | \$40.00 | \$40.00 | |
| Per unit monthly cost (\$) | \$72.43 | \$89.88 | \$81.40 | |
| EMU's | 94 | 83 | 34 | |
| Estimated monthly revenue | \$6,808 | \$7,460 | \$2,768 | |
| Est. Residential yearly revenue | \$81,701.04 | \$89,520.00 | \$33,211.20 | \$204,432 |

| | Ctr. Sch. | Mem. Sch. | |
|--------------------------------------|-----------|------------|--|
| Monthly meter cost (15 EMU = \$X.XX) | \$600.00 | | |
| daily consumption (gals/day) | 900 | | |
| Monthly commodity charge (\$) | \$310.50 | | |
| Monthly meter cost (20 EMU = \$X.XX) | | \$800.00 | |
| daily consumption (gals/day) | | 1,800 | |
| Monthly commodity charge (\$) | | \$621.00 | |
| Estimated monthly revenue | \$910.50 | \$1,421.00 | |

| | | | |
|-----------------------------------|-------------|-------------|----------|
| Est. Institutional yearly revenue | \$10,926.00 | \$17,052.00 | \$27,978 |
|-----------------------------------|-------------|-------------|----------|

| | | | | |
|-------------------------------|-------------|--------------|-------------|-----------|
| Estimated total revenue 19/20 | \$92,627.04 | \$106,572.00 | \$33,211.20 | \$232,410 |
|-------------------------------|-------------|--------------|-------------|-----------|

| | | | | |
|------------------------------------|--|--|--|----------|
| Transfer from capital fund balance | | | | -\$5,818 |
|------------------------------------|--|--|--|----------|

| | | | | |
|---------------------------------------|--|--|--|-----------|
| Proposed fiscal year Operating Budget | | | | \$238,228 |
|---------------------------------------|--|--|--|-----------|

| | |
|-------------------------------------|------------|
| Annual Cost based upon 72,000 gals. | \$1,308.00 |
|-------------------------------------|------------|

| | |
|----------------------------------|---------------|
| Water sytem Fund balance 6/30/17 | \$ 108,732.00 |
|----------------------------------|---------------|

| | |
|-----------------------------------|---------------|
| Water system Fund balance 6/30/18 | \$ 151,967.00 |
|-----------------------------------|---------------|

| | |
|-----------------------------------|---------------|
| Water system Fund balance 6/30/19 | \$ 188,636.00 |
|-----------------------------------|---------------|

| | |
|--|--------------|
| Acct 5980 funded reserve/Capital 6/30/20 | \$ 40,000.00 |
|--|--------------|

| | | |
|--|--------------|--|
| Transfer /Water Ops budget / Capital 6/30/19 | \$ 25,000.00 | If need transfer for budget take from here |
|--|--------------|--|

| | |
|---|---------------|
| Unaudited Water system fund balance 6/30/20 | \$ 203,636.00 |
|---|---------------|

| | |
|-----------------------------|--------------|
| PWS capital balance 6/30/19 | \$ 54,725.00 |
|-----------------------------|--------------|

| | |
|---------------------------------------|--------------|
| Projected PWS capital balance 6/30/20 | \$ 79,725.00 |
|---------------------------------------|--------------|

2020-21 Individual Water System Expense Breakdown

| EXPENDITURES | | 25% | | | | Total |
|------------------------------------|---------|---------|---------|--------|---------|-------|
| | VCWS | ROWS | Mem Sch | HWWS | | |
| 5110 - Full Time Salaries | 700 | 500 | 100 | 100 | 1,400 | |
| 5120 - PIT Seasonal PIR | 2,623 | 1,967 | 328 | 328 | 5,245 | |
| 5220- Social Security (.062) | 163 | 122 | 20 | 20 | 325 | |
| 5122 - Medicare (.0145) | 38 | 29 | 5 | 5 | 77 | |
| 5319 - Meetings/Conf. | 500 | 453 | 85 | 85 | 1,123 | |
| Certification Training | 125 | 125 | 38 | 38 | | |
| Conf./Seminars | 375 | 328 | 47 | 47 | | |
| 5330 - Prof/Tech Services | 5,710 | 3,790 | 3,025 | 1,899 | 14,424 | |
| DOHS Water Quality Testing | 5,500 | 3,500 | 3,000 | 1,874 | | |
| Misc. Engr. Bldg | n/a | n/a | n/a | n/a | | |
| B102 Tank Insp/engr | n/a | n/a | n/a | n/a | | |
| Annual Auditing Reports | 210 | 290 | 25 | 25 | | |
| 5430 - Bldg & Equip. M & Rep. | 14,900 | 18,550 | 2,350 | 250 | 36,050 | |
| JF Labor | 250 | 500 | | 250 | | |
| well pump replacement | 2,000 | 2,000 | 2,000 | 0 | | |
| Dist/WTP system maint. | 2,500 | 1,000 | 150 | 0 | | |
| plumbing parts & repairs | 400 | 800 | 200 | 0 | | |
| Greensand Valves | | 500 | | 0 | | |
| Greensand media changeout | 9,000 | 9,000 | | 0 | | |
| Emrg. Gen. Maint. & An. Insp. | 750 | 750 | | 0 | | |
| VFD for R.O. pump | n/a | 4,000 | n/a | n/a | | |
| Storage tank cleaning | n/a | n/a | n/a | n/a | | |
| Well Driller | 0 | 0 | | 0 | | |
| 5436 - UTT/Oper. Labor | 21,000 | 21,000 | | 4,506 | 46,506 | |
| 5490 - Other Purch. Property Scrvs | | | | | 600 | |
| Locate leaks/R & R meter & radio | 150 | 300 | | 150 | | |
| 5520 - Prop/Liab Ins (Inc 10%) | 1,197 | 1,931 | 270 | 1,931 | 5,329 | |
| 5530 - Communications | 650 | 1,100 | 150 | 650 | 2,550 | |
| 5540 - Newspaper Advertising | 100 | 100 | | 100 | 300 | |
| 5580 - Travel | 1,500 | 1,500 | | 1,500 | 4,500 | |
| 5590 - Other Purch. Services | 3,596 | 9,528 | 192 | 3,846 | 17,161 | |
| Billing Administration (112 cust.) | 2,846 | 7,528 | 92 | 3,121 | | |
| Shut offs/Final bills | 100 | 600 | | 100 | | |
| Flushing water mains 2X/yr | 450 | 1,300 | | 450 | | |
| Annual Cross Connection Report | 200 | 100 | 100 | 175 | | |
| 5611 - Office Supplies | 100 | 74 | 13 | 13 | 200 | |
| 5615 - Uniform Allowance | 75 | 75 | 75 | 75 | 225 | |
| 5622 - Electricity | 9,750 | 9,750 | | 9,750 | 29,250 | |
| 5627 - Motor Fuel (Veh & Gen) | 600 | 600 | 50 | 50 | 1,300 | |
| Veh. \$200/200/50 - Gen. \$400/400 | | | | | | |
| 5680 - Chemicals | 1,750 | 7,500 | 2,250 | 1,750 | 13,250 | |
| 5690 - Other Supp/Materials | 550 | 250 | 100 | 550 | 1,450 | |
| 5744 - Computer Equip | 25 | 25 | 25 | 25 | 100 | |
| 5810 - Dues & Fees | 1,155 | 1,144 | 195 | 570 | 3,064 | |
| AWWA | 45 | 34 | 11 | 45 | | |
| CWWA | 735 | 735 | 184 | 150 | | |
| DEEP Annual Diversion permit | 250 | 250 | | 250 | | |
| DEEP Generator Permit | 125 | 125 | | 125 | | |
| 5923 - Oper. Transfer to S.F. | 1,000 | 1,000 | 500 | 1,000 | 3,500 | |
| 5980 - Res for Cap & NR | 20,000 | 20,000 | 0 | 6,700 | 46,700 | |
| 5990 - Contingency | 1,200 | 900 | 300 | 1,200 | 3,600 | |
| TOTAL | 89,031 | 102,187 | 10,032 | 37,054 | 238,228 | |
| Approved Operating Budget 19-20 | 96,260 | 97,416 | 6,679 | 37,054 | 237,409 | |
| "+/- | (7,229) | 4,771 | 3,353 | (0) | 819 | |
| "+/- | -7.51% | 4.90% | 50.21% | 0.00% | 0.35% | |

VCWS F/Y 2020-21 Operating Budget - Expenditures only

Adopted:

page 1 of 1

| | Actual | APPROVED | | | PROPOSED | | |
|---------------------------|----------|----------|----------|-----------|----------|-----------|--------|
| | 18-19 | 2019-20 | Spent | % | 2020-21 | \$ | % |
| | EXPENSES | BUDGET | 03/24/20 | Available | BUDGET | +/- | +/- |
| 5110 Full Time P/R | 0 | 700 | 0 | 100.00% | 700 | 0 | 0.0% |
| 5120 P/T P/R (19.5 hrs/wk | 0 | 2,623 | 0 | 100.00% | 2,623 | (1) | 0.0% |
| 5220 Social Security | 0 | 163 | 0 | 100.00% | 163 | (0) | -0.2% |
| 5221 Medicare | 0 | 38 | 0 | 100.00% | 38 | 0 | 0.1% |
| 5319 Meetings/Conf. | 244 | 500 | 0 | 100.00% | 500 | 0 | 0.0% |
| 5330 Prof/Tech Services | 2,227 | 3,210 | 4,902 | -52.71% | 5,710 | 2,500 | 77.9% |
| 5430 Bldg. & Equip. M&R | 16,927 | 31,900 | 41,434 | -29.89% | 14,900 | (17,000) | -53.3% |
| 5436 UTT/Oper. Labor | 7,118 | 18,519 | 6,520 | 64.79% | 21,000 | 2,481 | 13.4% |
| 5490 oth purchasedproprsv | 0 | 150 | 0 | 100.00% | 150 | 0 | 0.0% |
| 5520 Prop/Liab Insurance | 0 | 1,197 | 0 | 100.00% | 1,197 | 0 | 0.0% |
| 5530 Communications | 2,378 | 650 | 623 | 4.15% | 650 | 0 | 0.0% |
| 5540 Newspaper Adv. | 80 | 100 | 30 | 70.00% | 100 | 0 | 0.0% |
| 5580 Staff Travel | 1,501 | 1,500 | 620 | 58.67% | 1,500 | 0 | 0.0% |
| 5590 Other Purch. Serv. | 3,920 | 3,596 | 1,803 | 49.86% | 3,596 | (0) | 0.0% |
| 5611 Supplies/ materials | 142 | 100 | 5 | 95.00% | 100 | 0 | 0.0% |
| 5615 UNIFORMS | 0 | 75 | 0 | 100.00% | 75 | 0 | 0.0% |
| 5622 Electricity | 9,582 | 9,750 | 6,600 | 32.31% | 9,750 | 0 | 0.0% |
| 5627 Motor Fuel | 0 | 600 | 0 | 100.00% | 600 | 0 | 0.0% |
| 5680 Chemicals | 265 | 1,750 | 0 | 100.00% | 1,750 | 0 | 0.0% |
| 5690 Other Supp./Material | 193 | 550 | 0 | 100.00% | 550 | 0 | 0.0% |
| 5744 Computer Equip. | 0 | 25 | 0 | 100.00% | 25 | 0 | 0.0% |
| 5810 Dues & Fees | 1,105 | 1,155 | 792 | 31.43% | 1,155 | 0 | 0.0% |
| 5893 Claims & settlements | 0 | 0 | 0 | 0.00% | 0 | 0 | 0.0% |
| 5923op TRANS TO wpca cap | 0 | 1,000 | 0 | 100.00% | 1,000 | 0 | 0.0% |
| 5980 Res. For Cap & NR | 0 | 15,210 | 0 | 100.00% | 20,000 | 4,790 | 31.5% |
| 5990 Contingency | 0 | 1,200 | 0 | 100.00% | 1,200 | 0 | 0.0% |
| | \$45,682 | \$96,261 | \$63,329 | | \$89,031 | (\$7,230) | -8% |
| | | | | | +/- | | |

ROWS F/Y 2019-20 Operating Budget - Expenditures only

Adopted:

page 1 of 1

| | Actual | APPROVED | | | PROPOSED | | |
|---------------------------|----------|----------|----------|-----------|-----------|----------|--------|
| | 2018-19 | 2019-20 | Spent | % | 2020-21 | \$ | % |
| | EXPENSES | BUDGET | 03/24/20 | Available | BUDGET | +/- | +/- |
| 5110 Full Time P/R | 0 | 500 | 0 | 100.00% | 600 | 100 | 20.0% |
| 5120 P/T P/R (19.5 hrs/wk | 0 | 1,967 | 0 | 100.00% | 2,295 | 328 | 16.7% |
| 5220 Social Security | 0 | 122 | 0 | 100.00% | 142 | 20 | 16.3% |
| 5221 Medicare | 0 | 29 | 0 | 100.00% | 34 | 5 | 15.6% |
| 5319 Meetings/Conf. | 244 | 453 | 0 | 100.00% | 538 | 85 | 18.8% |
| 5330 Prof/Tech Services | 2,800 | 3,290 | 7,183 | -118.33% | 6,815 | 3,525 | 107.1% |
| 5430 Bldg. & Equip. M&R | 38,240 | 21,550 | 16,206 | 24.80% | 20,900 | (650) | -3.0% |
| 5436 UTT/Oper. Labor | 8,153 | 18,519 | 6,675 | 63.96% | 21,000 | 2,481 | 13.4% |
| 5490 oth purchasedproprsv | 383 | 300 | 583 | -94.33% | 300 | 0 | 0.0% |
| 5520 Prop/Liab Insurance | 0 | 1,931 | 0 | 100.00% | 2,201 | 270 | 14.0% |
| 5530 Communications | 2,378 | 1,100 | 624 | 43.27% | 1,250 | 150 | 13.6% |
| 5540 Newspaper Adv. | 30 | 100 | 80 | 20.00% | 100 | 0 | 0.0% |
| 5580 Staff Travel | 1,501 | 1,500 | 620 | 58.67% | 1,500 | 0 | 0.0% |
| 5590 Other Purch. Serv. | 9,111 | 9,528 | 4,748 | 50.17% | 9,719 | 191 | 2.0% |
| 5611 Supplies/ materials | 142 | 74 | 4 | 94.59% | 87 | 13 | 17.6% |
| 5615 UNIFORMS | 0 | 75 | 0 | 100.00% | 150 | 75 | 100.0% |
| 5622 Electricity | 7,284 | 9,750 | 3,453 | 64.58% | 9,750 | 0 | 0.0% |
| 5627 Motor Fuel | 0 | 600 | 0 | 100.00% | 650 | 50 | 8.3% |
| 5680 Chemicals | 2,920 | 7,500 | 2,660 | 64.53% | 9,750 | 2,250 | 30.0% |
| 5690 Other Supp./Material | 127 | 250 | 783 | -213.20% | 350 | 100 | 40.0% |
| 5741 Machinery & Equipmer | 0 | 0 | 22,771 | 0.00% | 0 | 0 | 0.0% |
| 5744 Computer Equip. | 0 | 25 | 0 | 100.00% | 50 | 25 | 100.0% |
| 5810 Dues & Fees | 1,130 | 1,144 | 766 | 33.04% | 1,339 | 195 | 17.0% |
| 5893 Claims & settlements | 0 | 0 | 0 | 0.00% | 0 | 0 | 0.0% |
| 5923op TRANS TO wpca cap | 0 | 1,000 | 0 | 100.00% | 1,500 | 500 | 50.0% |
| 5980 Res. For Cap & NR | 0 | 15,210 | 0 | 100.00% | 20,000 | 4,790 | 31.5% |
| 5990 Contingency | 0 | 900 | 0 | 100.00% | 1,200 | 300 | 33.3% |
| | \$74,443 | \$97,417 | \$67,156 | | \$112,219 | \$14,802 | 15% |

APPENDIX G
WPCA
Fiscal Year 2019/20
Capital Budget 2017-2022
Fund 82

| <u>Est. Cost</u> | <u>Purchase Year</u> | <u>Projects</u> |
|------------------|--------------------------|--|
| \$25,000 | 2019/20 | Carbon Filters (ROWS) |
| \$30,000 | 2020/21 | 9 ft3 greensand addition (ROWS) |
| \$30,000 | 2020/21 | 9 ft3 greensand addition (ROWS) |
| \$30,000 | 2021/22 | 9 ft3 greensand addition (ROWS) |
| \$30,000 | 2022/23 | 9 ft3 greensand addition (ROWS) |
| \$30,000 | 2023/24 | Drill New well and outfit (ROWS) |
| \$30,000 | 2024/25 | Carbon Filters (VCWS) |
| \$205,000 | | Current Projected Total Capital Budget |
| | \$ 205,000.00 | Current Fiscal Year 100% Funding Level |

Basic business practice as defined by Moody's & DEP requires a contingency of 5-10%
of the annual operating budget be kept within the Capital Budget . \$ 19,013

Recommended F/Y 20/21 funding level for Capital Budget

\$ 51,160

see line item 5980 Oper. Transfer to Cap. Budget

| WPCA CAPITAL BUDGET | Year 1 18/19 | Year 2 19/20 | Year 3 20/21 | Year 4 21/22 | Year 5 22/23 | Year 6 23/24 |
|---|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| Budget Line Item 5980 (Res for Capital) | \$ 30,420 | \$ 38,025 | \$ 44,489 | \$ 46,714 | \$ 49,049 | \$ 51,502 |
| WATER sytem fund tranfer / Capital | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Cumulative Reserve for Capital | \$ 133,827 | \$ 171,852 | \$ 216,341 | \$ 263,055 | \$ 312,104 | \$ 363,606 |
| Anticipated Capital Fund Expenditures | \$ (25,000) | \$ (25,000) | \$ (30,000) | \$ (30,000) | \$ (30,000) | \$ (30,000) |
| Cumulative Capital Expenditures | \$ 157,000 | \$ 132,000 | \$ 102,000 | \$ 72,000 | \$ 42,000 | \$ 12,000 |
| Anticipated Capital Fund Balance | \$ 35,000 | \$ 48,025 | \$ 62,514 | \$ 79,228 | \$ 98,277 | \$ 119,779 |
| Budget Line Item 5980 Percent Increase over previous year | 30% | 25% | 17% | 5% | 5% | 5% |
| Total Budget Percent Increase over 2016/2017 Budget | 30% | 33% | 28% | 10% | 10% | 10% |

Water sytem Fund balance 6/30/18 \$ 151,967.00

Water system Fund balance 6/30/19 \$ 188,636.00

Acct 5980 funded reserve/Capital 6/30/20 \$ 44,000.00

Transfer /Water Ops budget / Capital 6/30/20 \$ 25,000.00

Unaudited Water system fund balance 6/30/20 \$ 207,636.00

PWS capital balance 6/30/19 \$ 54,725.00

Projected PWS capital balance 6/30/20 \$ 79,725.00

**MEMORANDUM**

TO: Capital Committee
 FROM: David E. Cox, Town Manager
 DATE: February 24, 2020
 SUBJECT: FY2021 Capital Improvements Plan

TOWN COUNCIL

Peter Brown
Chairperson

Dean Markham
Vice Chairman

Tim Feegel

Derek Johnson

Barbara Moore

Mark Philhower

Kevin Reich

At its meeting on February 26, the Committee will begin discussing its recommended Capital Improvement Plan for FY 2021. Attached to this memorandum is my recommended Plan. Below, I will review the proposed changes and my recommendations, which include not only reduction or elimination of expenses but my recommendations also include alternative financing and uses of offsetting revenue sources to fund certain projects.

General Comments

The three items on the Plan at the High School, including the track resurfacing, the tennis court work and the baseball field improvements, are highlighted in blue and the funding for the items has been removed. I am proposing that these projects be undertaken immediately as time and priority allows using unused borrowed funds as authorized in the recent High School renovation project. Any need for borrowing will be offset by any funds held in savings for the projects, which, I believe, includes \$189,000 held for the track resurfacing. Based on current estimates, these projects are expected to cost approximately \$950,000 in total with the baseball field and the tennis courts estimated at \$350,000 each and the track estimated at \$250,000. As of January 2020, there was approximately \$900,000 of unused authorization for the high school improvement project that would not be needed to fund the vertical construction project. This amount, coupled with the funds already saved for the track project, provides enough funding for these projects. Aside from normal maintenance and proper capital planning, I believe these projects are the last of the major projects at the High School.

Six items listed in the Capital Improvement Plan are highlighted in yellow/gold. These items are also proposed or anticipated to be funded through either lease or traditional financing methods. Only two of the lines include expenses in FY2021; the Excavator (\$110,000) and the International Dump Truck 4900 (\$185,000). It is anticipated that these vehicles, which have long lives of 15 or more years, would be financed through a lease arrangement. Expense figures are left on the Plan for these items but an offset is shown on the last page for the expected financing. The other items, including roof replacement at the Middle School and two pieces of fire apparatus, that are scheduled in the future would be financed as appropriate at the time those expenditures come up.

Education Expenses

Generally, these items have remained unchanged except as previously noted. I have recommended a reduction in the School Safety line from \$15,000 to \$7,500. There are funds available from previous allocations (\$6,100) and it appears that the priority improvements in this line have been accomplished.



Remaining activity in this line seems to relate to continued enhancements. Barring a specific, larger expenditure, in the future, these costs may more appropriately become operational expenses.

Similarly, while I have not amended the Educational request related to technology, I believe most of these expenses should be classified as operational expenses as they are routine replacements albeit large in total cost. Whether in FY 2021 or in the future, efforts should be made to move expenses related to routine annual replacement of laptops and computers to the school district's operational expenses. This will create a one-year bump in the school's expenses but the move is appropriate.

Culture and Recreation

At this point, I am not recommending the improvements at the Sears Park Pavilion or the carpet replacements at the Library. While I understand the motivation of the Recreation Department to create space for additionally programming, I am not sure the benefit will be enough. Alternatively, I would revisit this concept in the future after the Department has been able to operate in the new Town Hall where a large Community Room will be available and may present an opportunity to enhance or expand the Department's programming without the expense of the pavilion renovation. Such a move does not address the Department's other motivation behind the upgrade; additional availability of the lakefront space for rental.

The replacement of the carpet at the Library is proposed for delay until after a full evaluation of the future of the space is accomplished. Assuming some reconfiguration of the Library would be the result of the evaluation, replacement of the carpet could be accomplished with that work. As Library Director Paul indicated, a larger project in the Library could bring grant funding opportunities to maximize the impact of local funding.

The project to implement the Master Plan at Sears Park has been reduced to account for only the work related to the boat launch and funding from the boat launch replacement fund is offsetting about \$23,000 of this amount. Additional work to implement the larger plan may be derived from grant funds, capital funds for watershed improvements or future year funding.

General Government

I have proposed the addition of \$150,000 for the acquisition of land. Currently, the Town is looking in the purchase of a parcel of land that would likely transact in the summer if an agreement can be reached. The purchase would be offset by an anticipated grant and the use of funds received through the sale of the old Town Hall. Additionally, I have eliminated the expense related to a wide format printer for the Building and Land Use Departments. Currently, the Town possesses two large format printers that will be evaluated once all the Town departments that use the printers are in the same building to determine whether those printers will meet the needs.



Public Safety

I have reduced current funding for Dry Hydrant Installations and the Fire Department Facility Maintenance Sinking Fund to \$10,000 and \$30,000, respectively. Accumulated funds are being held in the Capital Improvement Fund in the amount of \$45,000 for dry hydrants and \$90,000 for facility maintenance. While I know there will be some activity in both areas, those reserved funds plus the new funds will provide for normal activity. In the future, it will be appropriate to develop a longer-term plan for both items to provide better long-term guidance for capital expenditure. Specific funding related to the roof replacement at Fire Company 2 (Cobalt) has been eliminated. This roof system does not show evidence of leaking or repeated repairs. Some maintenance would be appropriate and the roof should be evaluated to determine a specific replacement timeline so that a proactive replacement can be accomplished.

Based on feedback from the Department, funding for the Air Bottles and Turnout Gear have been reduced to \$10,000 each. In both cases, retained funds exist that will allow regular replacement of an appropriate number of each item annually for the next several years provided the Town continues to fund at this level. In the future, this funding level may need to increase as these items become more expensive. Approximately five sets of Turnout Gear are replaced annually. Air bottles have a life of up to 15 years but are tested at intervals to ensure reliability.

Funding for the Fire Marshal's vehicle has been removed. It is anticipated that one of the SUV Police Vehicles will be repurposed to the Fire Marshal. Some expense will be incurred related to emergency lighting and changing the markings. Additionally, accommodations will need to be made for storage of the Fire Marshal's turnout gear in a manner that prevents prolonged exposure to the carcinogens that exist on the gear after exposure to fire scenes during investigations.

Funding has been removed for the replacement of the Fire Department boat. It would be appropriate to review the needs of all facets of Public Safety to determine the needs for watercraft in order to ensure that the proper equipment that can serve multiple functions is purchased. Similarly, I have deleted the \$300,000 line for funding the Fire Department Rolling Stock Sinking Fund. However, the only alternative to saving for the equipment (assuming it is replaced) is to finance the purchase, which entails interest payments. The expense related to Fire Department apparatus is very significant with equipment reaching \$750,000 or more routinely. If the community can commit to saving the proper amount annually, it can avoid interest costs. Based on the three-year projection, which includes apparatus purchases in 2022 and 2023, \$300,000 in each of the next three years would cover the purchases and leave about \$50,000 in the sinking fund. Alternatively, these purchases would need to be financed as suggested in the Town Manager's recommended Plan. As such, the Capital Committee may wish to restore this funding with a multi-year commitment.



Public Works

Funding for the Truck Plows and Sanders has been reduced to \$10,000 given that accumulated funds (\$44,000) exist, which are earmarked for these costs. The additional funding helps ensure that, over time, funds to replace or provide life-extending maintenance to these items is available.

Funding related to Road Repair and including, specifically, Edgerton Street has been reworked to provide \$350,000 overall. In this fiscal year, staff is not prepared to outline a specific long-term road rehabilitation program. In the future, it is anticipated that rather than a lump sum figure being devoted to the work, specific work on specific roads will be listed as we have done with Edgerton this year and in FY 2022. As the cost of work continues to rise, this overall funding will also need to rise but appropriate use of the Town's skilled Public Works employees to perform some of this work is expected to mitigate that funding increase. Expenses related to road rehabilitation are being offset by \$80,000 in Local Capital Improvement Program (LOCIP) grant funds, which are received from the State. Also related to road repair, funding has been eliminated for Private Road Repairs. If needed, limited accumulated funds are available should the need arise. Similarly, new funding for non-specific sidewalk replacement was reduced as accumulated funds exist to offset expenses should they exceed the \$30,000 in proposed current funding.

Funding for Water Quality Infrastructure Improvements has been proposed to increase from \$50,000 to \$300,000. The additional funding, offset by the use of surplus from 2019 (\$250,000), is included to provide for the anticipated aeration system to be installed in Lake Pocotopaug based on the Request for Proposals that was issued earlier this year. Responses have been received and are in the evaluation process. It is expected that the Town Council will be considering an action related to approving a system in March.

Summary

Overall, the Capital Improvement Plan for FY 2021 totals \$2,135,931, which is an increase of more than \$1.2 million from FY 2020. However, the increase is offset by \$998,000 in other funding sources including use of accumulated surplus, grants, funds from the sale of Town Hall, funds held for the boat launch and financing. The overall increase in use of current year tax funds is \$226,431 resulting a total tax expense of \$1,137,931.

DC

cc: Management Staff

TOWN OF EAST HAMPTON
CAPITAL IMPROVEMENT PLAN 2021-2025

05/04/2020

As of
1/27/2020

5/5/2020

| Category | Project Name | Funding | 2020 Approved | 2021 | 2021 Committee Approved | 2021 Manager Revised Recommendation | 2021 Board of Finance Recommendation | 2022 | 2023 | 2024 | 2025 | Available Balance | Column1 |
|----------------------------------|---|--------------|---------------|------------|-------------------------------|---|--|------------|--------------|------------|------------|-------------------|-----------------------|
| EDUCATION | | | | | | | | | | | | | |
| Buildings & Grounds | Asbestos abatement and floor replacement | General Fund | \$ 25,000 | \$ 25,000 | \$ 25,000 | \$ 25,000 | \$ 25,000 | \$ 25,000 | \$ 25,000 | | | \$ - | Open |
| Buildings & Grounds | Bathroom and copier room ventilation | General Fund | | | | | | | | | | 13,632 | Open |
| Buildings & Grounds | Interior Finishes | General Fund | | 20,000 | 20,000 | 20,000 | | 20,000 | | 20,000 | 20,000 | | |
| Buildings & Grounds | Lobby/Building Access Control | General Fund | | | | | | | | | | - | Open |
| Buildings & Grounds | School Safety | General Fund | 6,548 | 15,000 | 5,500 | 7,500 | 7,500 | 15,000 | | | | 1,117 | Open |
| Buildings & Grounds | School security grant match | General Fund | | | | | | | | | | 564 | Complete |
| Buildings & Grounds | Track resurface sinking fund | Finance | | 25,000 | - | - | - | 25,000 | 15,000 | | | 189,420 | Need \$225K to \$240K |
| Buildings & Grounds | Tennis court resurface sinking fund | Finance | | 25,000 | - | - | - | 25,000 | 25,000 | 25,000 | 25,000 | | |
| Buildings & Grounds | Floor Tile and Carpet (Center & Memorial) | General Fund | | 20,000 | 20,000 | 20,000 | - | 20,000 | 20,000 | 20,000 | | | |
| Buildings & Grounds | Interior Door Locks (All Schools) - School Safety | General Fund | | | | | | | | | | 25,495 | |
| Buildings & Grounds | NVA/RTU Equipment Replacement (Middle School & Memorial) | General Fund | 35,800 | 35,800 | 35,800 | 35,800 | 35,800 | 35,800 | 29,800 | 29,800 | 29,800 | 61,898 | |
| Buildings & Grounds | CCTV Upgrade | General Fund | | | | | | 15,000 | 15,000 | 15,000 | | | |
| Buildings & Grounds | Building Automation Controller | General Fund | | 25,000 | 25,000 | 25,000 | 25,000 | | 25,000 | | 25,000 | | |
| Buildings & Grounds | Gymnasium Dividing Wall Replacement (Middle School) | General Fund | | | | | | 20,000 | | | | | |
| Buildings & Grounds | Gymnasium Bleacher Replacement (Middle School) | General Fund | | | | | | | | | 40,000 | | |
| Buildings & Grounds | Roof Replacement & Insulation - Middle School | Finance | | | | | | | 1,700,000 | | | | |
| Buildings & Grounds | Lighting Replacement - (Center School, Memorial & Middle) | General Fund | | | | | | 25,000 | | | 25,000 | | |
| Buildings & Grounds | Building Envelope Repairs & Windows | General Fund | | | | | | | | | 25,000 | | |
| Buildings & Grounds | Pavement Replacement Parking Lots (Center, Memorial & Middle) | General Fund | | 25,000 | 25,000 | 25,000 | 25,000 | | | 50,000 | 50,000 | | |
| Buildings & Grounds | Athletic Field Accessibility | General Fund | | | | | | | 25,000 | | | | |
| Buildings & Grounds | Window Drapage Replacement Commons | General Fund | | | | | | | 10,000 | | | | |
| Buildings & Grounds | Building Infrastructure Replacements | General Fund | | | | | | | | 50,000 | | | |
| Buildings & Grounds | Playground Fall Protection | General Fund | | | | | | | | 15,000 | | | |
| Technology | Technology | General Fund | 65,952 | 354,021 | 354,021 | 254,021 | 134,021 | | | | | 1,285 | |
| Technology | Upgrade Center School Wireless | General Fund | | | | | | | | | | 5,533 | |
| | | | \$ 132,500 | \$ 559,021 | \$ 501,521 | \$ 401,521 | \$ 241,521 | \$ 215,000 | \$ 1,885,000 | \$ 220,000 | \$ 210,000 | \$ 303,944 | |
| CULTURE & RECREATION | | | | | | | | | | | | | |
| Equipment | Scag Turf Tiger | General Fund | | | | | | 20,000 | | | | | |
| Buildings & Grounds | H.S. Baseball Field Improvements | Finance | | 70,000 | - | - | | | | | | | |
| Buildings & Grounds | Insulate and heat the Pavilion at Sears Park | General Fund | | 65,000 | - | - | | | | | | | |
| Buildings & Grounds | Senior Center Shingles | General Fund | | 20,000 | 20,000 | 20,000 | 20,000 | \$ 20,000 | \$ 20,000 | | | | |
| Buildings & Grounds | Library Fanning East Needham Street | General Fund | | 50,000 | 50,000 | 50,000 | 50,000 | | | | | | |
| Buildings & Grounds | Library Carpet Replacement | General Fund | | 70,000 | - | - | - | | | | | | |
| Buildings & Grounds | Library Space Planner | General Fund | | 7,500 | 7,500 | 7,500 | 7,500 | | | | | | |
| Buildings & Grounds | Exterior Paint - Community Center | General Fund | | | | | | | | | | 7,500 | |
| Buildings & Grounds | Interior Paint - Community Center | General Fund | | 16,000 | | | | | | | | 16,000 | |
| Buildings & Grounds | Playscape Replacement at Memorial School (Sinking Fund) | General Fund | | 10,000 | | | | | | | | - | Complete |
| Buildings & Grounds | Sears Park Parking Lot and Boat Launch Master Plan | General Fund | | | 187,039 | 48,000 | 48,000 | 23,000 | | | | | |
| | | | \$ 26,000 | \$ 509,539 | \$ 165,500 | \$ 165,500 | \$ 140,500 | \$ 40,000 | \$ 20,000 | \$ - | \$ - | \$ 23,500 | |
| GENERAL GOVERNMENT | | | | | | | | | | | | | |
| Land | Land acquisition - Town | General Fund | | | \$ 150,000 | \$ 150,000 | \$ 150,000 | | | | | \$ 8,162 | Open |
| Other | Revaluation | General Fund | 50,000 | - | | | | 35,000 | 35,000 | 35,000 | 35,000 | 46,761 | Complete |
| Technology | Wide format scanner/plotter (Building, Planning & Zoning) | General Fund | | \$ 27,000 | \$ - | \$ - | | | | | | | |
| Technology | Upgrade servers / printers | General Fund | | | | | | 31,000 | | 15,000 | - | - | On-going |
| Technology | Upgrade/Enhance Software | General Fund | | | | | | | | | | - | On-going |
| | | | \$ 50,000 | \$ 27,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 66,000 | \$ 50,000 | \$ 35,000 | \$ 35,000 | \$ 54,923 | |
| HEALTH AND HUMAN SERVICES | | | | | | | | | | | | | |
| | Cemetery Sinking Fund | | | | | | | | | | | \$ 20,000 | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| PUBLIC SAFETY | | | | | | | | | | | | | |
| Buildings & Grounds | Boiler Replacement - Fire Co. 1 | General Fund | | | | | | | | | | \$ 10,796 | |
| Buildings & Grounds | Dry Hydrant Installations | General Fund | 25,000 | 25,000 | 10,000 | 10,000 | 10,000 | 25,000 | 25,000 | 25,000 | 25,000 | 45,484 | Open |
| Buildings & Grounds | Fire Department Facility Maintenance & Repair Sinking Fund | General Fund | 30,000 | 50,000 | 30,000 | 30,000 | 30,000 | 50,000 | 50,000 | 50,000 | 50,000 | 90,000 | Sinking Fund |
| Buildings & Grounds | Furnace Replacement Fire Co. 2 | General Fund | | | | | | | | | | 12,000 | |
| Buildings & Grounds | Town Center Hydrant Dredging | General Fund | 50,000 | | | | | | | | | 45,750 | In process |
| Buildings & Grounds | Repave Lot and Apron - Co. 1 | General Fund | | 50,000 | 50,000 | 50,000 | 50,000 | | | | | | |
| Buildings & Grounds | Company 2 Roof Replacement | General Fund | | 30,000 | - | - | - | | | | | | |
| Buildings & Grounds | Renovate Co 1 | Finance | | | | | | 350,000 | | | | | |
| Equipment | Gym Equipment | General Fund | | 20,000 | 20,000 | 20,000 | 20,000 | | | | | | |
| Equipment | Air Bottles | General Fund | 10,000 | 20,000 | 10,000 | 10,000 | 10,000 | 20,000 | 20,000 | 20,000 | 20,000 | 31,071 | On-going |
| Equipment | Trailers | General Fund | | | | | | | | | | 7,889 | |
| Equipment | Turnout gear | General Fund | 20,000 | 20,000 | 10,000 | 10,000 | 10,000 | 20,000 | 20,000 | 20,000 | 20,000 | 43,643 | On-going |
| Equipment | Radio Upgrades | General Fund | | | | | | | | | | | |
| Equipment | Taser Replacement | General Fund | 25,000 | | | | | | | | | 928 | |
| Equipment | Hurst Tool Replacement | General Fund | 38,000 | | | | | | | | | 38,000 | |
| Other | Glastonbury Dispatch | General Fund | | | | | | | | | | 23,222 | In process |
| Technology | Accountability System | General Fund | | 15,000 | 15,000 | 15,000 | 15,000 | | | | | | NEW 2018 |
| Technology | Computer replacement in police vehicles | General Fund | | 46,000 | 46,000 | 46,000 | 25,556 | | | | | | |
| Vehicles | Fire Marshal replacement vehicle | General Fund | | 36,680 | - | - | - | | | | | | |
| Vehicles | Cruisers and Conversion Equip. | General Fund | | 96,660 | 96,660 | 96,660 | 48,330 | 96,660 | 96,660 | 96,660 | 96,660 | | On-going |
| Vehicles | Replace Boat - Fire Department | General Fund | | 10,000 | - | - | | | | | | | |