


MEMORANDUM

TO: Town Council

FROM: David E. Cox, Town Manager 

DATE: May 19, 2022

SUBJECT: Agenda Information – 5/24/2022

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.

5 Presentations

5a Introduction of the new Library Director, Timothy Kellogg – Library Director Tim Kellogg will be formally introduced to the Town Council. Mr. Kellogg began with the Town on April 29, 2022.

5b Presentation of the Parks and Recreation Department's Needs Assessment –

Representatives of the Parks and Recreation Department and Green Play, the Town's consultant on the project, will present the results of various working group input, user/stakeholder group interviews and community survey information focused on the future needs of the Department.

6 Bids and Contracts

6a Consideration of an amendment to the C-PACE Agreement – The Council is asked to approve an amendment to the C-PACE Agreement, which was executed by the Town in 2013. C-PACE (Commercial Property Assessed Clean Energy) is a financing solution that helps make green energy upgrades accessible and affordable for building owners. The program is administered by Connecticut Green Bank and offers 100% financing for a wide range of energy improvements allowing building owners to modernize their buildings and lower their energy costs. Under the program, the Town administers certain obligations. Previously, the Town was responsible for billing and collecting the voluntary assessment through which the property owner repaid the cost of the improvements. The Connecticut Green Bank, which administers the overall program, has changed this requirement and will now undertake the billing and collection aspects. The Town will still place appropriate liens on the properties and will assist with collections should the owner default. The proposed change relieves some of the Town's work for this program while continuing to make it available. Currently, no properties are making payments.

Recommendation: Approve the Partial Release Agreement.

7 Resolutions/Ordinances/Policies/Proclamations

7a Fair Housing Resolution – The Council is asked to adopt this annual resolution updating the Town’s commitment to upholding and enforcing the doctrine of fair housing for all within the community.

Recommendation: Approve the Resolution.

7b Resolution Allocating ARPA Funds – The Council is asked to adopt this resolution making the third allocation of the Town’s ARPA funds. This resolution follows the intent the Council expressed in its adoption of the FY 2023 Capital Improvements Plan in which funding using \$710,100 of ARPA Funds was indicated. The resolution includes an attachment that identifies the several projects being funded and the maximum amount being funded using ARPA. If this resolution is adopted, the Council will have allocated \$2,026,100 of the Town’s \$3,788,167 allocation leaving \$1,762,067 available for future projects.

Recommendation: Approve the Resolution.

7c Consideration of an Ordinance Amending the Town Code regarding Solid Waste – The Council is asked to consider this revision to the Town Code to update the chapter related to solid waste disposal and to incorporate the chapter related to the transfer station. The chapter is being updated in response to the Town Council decision to leave the MIRA Agreement effective July 1, 2022. The new chapter identifies the obligation of property owners to dispose of their solid waste properly in licensed and permitted disposal facilities using properly licensed and permitted solid waste collectors. Further, the chapter clarifies some of the requirements around recycling to agree with State law. The ordinance also maintains the licensing and permitting by the Town of solid waste collectors and places obligations on those collectors to have agreements that allow them to properly dispose of the solid waste they collect. Lastly, the ordinance combines the two previous chapters of the Town Code that addressed the transfer station and attempts to describe the current operation of the transfer station while allowing some flexibility for growth or change in services over time. The Council is asked to provide initial feedback on the ordinance and to set a public hearing on the proposed ordinance for the next Town Council meeting (June 14).

Recommendation: Set a public hearing for June 14 as part of the Regular Meeting.

8 Old Business

8b Follow up on the ambulance service discussion – The Council is being given a formal opportunity to hold any follow up discussion it needs regarding ambulance service in Town and the recent meeting with the East Hampton Ambulance Association.

9 New Business

9a Set Public Hearing date regarding Neighborhood Assistance Act Applications – The Town Council is asked to set a public hearing in conjunction with its next meeting regarding an application that is expected to be received under the Connecticut Neighborhood Assistance Act from Epoch Arts. As a reminder, the CT Neighborhood Assistance Act is a tax credit program designed to provide funding for municipal and tax-exempt organizations by providing a business tax credit to businesses who make cash contributions to these entities within certain categories. Epoch Arts is expected to submit an application seeking support of energy efficiency improvements or other improvements for its facility on Skinner Street.

Recommendation: Set public hearing for June 14 as part of the Regular Meeting.

9b Initial consideration of the FY23 Water System Budget and related rates – Council is asked to give initial review to the proposed budget for the Village Center, Royal Oaks and Hampton Woods water systems, which are owned and operated by the Town. Public Utilities Administrator Scott Clayton will present the proposed budget, which increases by \$4,500 (1.93%) to \$237,924 and, again this year, there is no recommended increase in rates. Rates would remain \$11.50 per 1,000 gallons of use. The WPCA has reviewed the proposed budget and has set a public hearing on the matter for June 7 in advance of final consideration by the Council on June 14.

Recommendation: Review the water budget and hold action until the June 14 meeting.

9c Consideration of a motion to approve a Business Incentive assessment reduction for Global 66 LLC – The Council will be asked to review a report and recommendation from the Economic Development Commission on an application received from Global 66 LLC, which owns the property at 265 West High Street and is converting the building into indoor storage with a retail component. After consideration by the Commission, based on the accumulated points, they are recommending approval of the application at the second tier of benefit, which allows an abatement of the property's assessment in the amount of 70% for 3 years or 50% for 5 years. If the Council approves, an agreement will be presented to the Town Council at a later date identifying the specific assessment decision in accordance with the version found in the Town Code.

It is noted that the Town Code suggests that this incentive should be in place prior to construction, however, it is also noted that recent applications have been approved outside of this time frame. Further, a note from the Economic Development Commission is also included in the packet indicating that the Commission intends to undertake further review of the Business Incentive Program and the related Town Code to develop appropriate guidelines for consideration of

program applications. Such review is expected to lead to a guidance document, which will be reviewed with the Town Council, and may lead to some recommendations for updates/clarifications to the Town Code.

Recommendation: Approve the Business Incentive for Global 66 LLC.

9d Consideration of a proposed Program Manager position in the Parks and Recreation

Department – The Council is asked to consider a proposed Program Manager position for the Parks and Recreation Department. The proposed position would add programming-related duties, which were previously handled by a part time employee, to an existing part time administrative position in the Department and elevate the position to full time status. As described in the attached material, the position would be tasked with continuing recently developed programming and developing and overseeing new programming for the community in addition to the existing administrative duties. The funding for the position is divided between the Town’s operating budget and the funds associated with programming in the Special Revenue Fund. The Town’s operating budget will continue to fund the position at the level it would if the position were still a part time administrative position. The balance of the costs associated with the position, including additional salary and benefits costs would be borne by the programs being created and operated.

Recommendation: Approve the position contingent on the additional costs being borne by program revenue.

9e Consideration of a motion to accept an easement on the property at 82 Main Street – The

Council is asked to approve acceptance of an easement over the property at 82 Main Street, which is on the southwest corner of Main Street and Barton Hill Road. The Town has existing storm water facilities that cross this property from Barton Hill to Main Street and in order to ensure that the Town is allowed to maintain the pipes, catch basins and other structures in their current location, the property owner has expressed willingness to grant a permanent easement to the Town. The easement gives the Town rights to the area for maintaining the system and obligates the Town to proper restorations.

Recommendation: Approve acceptance of the easement.

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

Town of East Hampton
Town Council Regular Meeting
Tuesday, May 10, 2022
Town Hall Council Chambers and Zoom

MINUTES

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

Call to Order & Pledge of Allegiance

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

Adoption of Agenda

A motion was made by Ms. Walck, seconded by Mr. Goff, to adopt the agenda as submitted. Voted (7-0).

Approval of Minutes

A motion was made by Ms. Walck, seconded by Mr. Goff, to approve the minutes of the Town Council Public Hearing and the Regular Meeting of April 26, 2022 as written. Voted (7-0)

Public Remarks

None

Presentations

None

Bids & Contracts

None

Resolution/ Ordinances/ Policies/ Proclamation

None

Continued Business

Sub-Committee Reports & Updates

Mr. Feegel reported that the Water Sub-Committee met last week. Pine Brook aquifer and Oakum Dock water will be checked for quality and quantity. In July there will be public meetings for the residents. Design concepts could also begin in July.

Mr. Reich reported that the High School Athletic Fields Building Committee met last week. The underground storage tank is complete and the irrigation is ready. The top dressing on the baseball and soccer fields are complete with three more applications this contract. Work has begun on the track putting down the rubberized coating. The tennis courts will be done the 3rd week in June.

Consideration of the Schedule of Fees and Charges

Following the newly created Fee policy, the Council reviewed both the existing fees and charges as well as proposed increases to some of those fees and charges effective in the new fiscal year. Members feel the fire safety fees should stay at no charge and the Zoning Board of Appeals fees should remain at \$160. The dump fee for dual axle trailers should be increased to the same price as a dump truck

A motion was made by Mr. Goff, seconded by Ms. Walck, to approve the current fee structure and increases as presented with the exception of fire safety and Zoning Board of Appeals; and adding a dual axle trailer category for dump fees to match a dump truck. Voted (7-0)

New Business

Review & Possible Approval of Police Department General Order 3.1 Use of Force

Police Chief Dennis Woessner provided an overview of the update to General Order 3.1 Use of Force to identify an updated, electronically filed form required by the State.

A motion was made by Mr. Goff, seconded by Mr. Feegel, to approve Police Department General Order 3.1 Use of Force as presented. Voted (7-0)

Review & Possible Approval of an Action to Opt Out of State Accessory Dwelling Unit (ADU) Regulations

The Council reviewed a request from the Planning & Zoning Commission to affirm their decision to opt out of the recently adopted State law making Accessory Dwelling Units a permitted use in residential zoning districts. Planning & Zoning Chairman Ray Zatorski provided an overview of what the Planning & Zoning Commission has done to date regarding Accessory Dwelling Units which is included in the memo that will be included with the minutes filed in the Town Clerk's Office. He also added that the Planning & Zoning Commission is unsure whether ADU approval will be continued through Special Permits or through Site Plan Modification, which are both handled through the Commission.

Planning & Zoning Commission member Angelus Tammaro provided an overview of the presentation provided. The presentation document will be included with the minutes filed in the Town Clerk's Office.

A motion was made by Ms. Walck, seconded by Mr. Goff, to opt out of the State Accessory Dwelling Unit Regulations. Voted (7-0)

Consideration and Determination of the Next Steps for Consideration of Adult Use Cannabis Regulations

In October 2021, the Town Council adopted an ordinance establishing a one-year moratorium on cannabis related commercial activities in East Hampton. The next step is to determine how the Council would like to proceed. The questions the Council need to answer is if they want to allow any of the regulated activities and, if so, how will they be regulated. After discussion, the Council decided to schedule a Public Hearing to get input from the residents.

A motion was made by Mr. Goff, seconded by Ms. Walck, to schedule a Public Hearing on Tuesday, June 14. Voted (7-0)

Discussion of Potential Purchase of Property on Daly Road Owned by the Rotary Club

Kevin Reich recused himself from this discussion as he is a member of the Rotary Club.

The East Hampton Rotary Foundation asked if the Town would be interested in purchasing a parcel of open space land on Daly Road that they have acquired. The land abuts town property, the Air Line Trail and Middlesex Land Trust property. The property is deed restricted. After discussion, the Council members agreed that the Town Manager should contact the Rotary Club and suggest they offer the land first to the Middlesex Land Trust and if they are not interested, then the Council would have further discussions on whether they would like to acquire the property.

Mr. Reich rejoined the meeting.

Consideration of a Plan for Beach Updates and Additional Sand at Sears Park

The Council is asked to consider a plan to put additional sand at Sears Park and a coordinated project to reduce major runoff that occurs on the beach near the paved path from the parking lot. Parks & Recreation Director Jeremy Hall provided an overview of the project. The final plan would come to the Council when the RFP is ready for approval.

A motion was made by Mr. Feegel, seconded by Ms. Walck, to endorse the project for Sears Park updates and additional sand on the beach. Voted (7-0)

Town Manager Report

Mr. Cox provided his written report for the Council members which will be included with the minutes filed in the Town Clerk's Office. Mr. Cox noted that a meet and greet with the new Library Director Tim Kellogg will be held on Monday, May 16 at the Library at 5pm. He also reminded everyone of the Budget Referendum on Tuesday, May 17th at the High School. Mr. Philhower would like a questionnaire handed out at the referendum regarding the location of the voting.

Appointments

None

Tax Refunds

A motion was made by Ms. Walck, seconded by Mr. Goff, to approve tax refunds in the amount of \$2,286.40. Voted (7-0)

Public Remarks

Theodore Sattler, 14 Portage Trail, commented on the property on Daly Road. He noted his concern with this property having public access on such a narrow road noting there could be parking and other issues. He would like the Middlesex Land Trust to take over the property.

Deb Cunningham, 40 Daly Road, agreed with Mr. Sattler regarding the property on Daly Road. She noted her concerns and would rather see the Middlesex Land Trust receive the property.

Angelus Tammaro, 25 Lake Boulevard, asked if the Council had any thoughts on a noise ordinance with businesses continuing with outdoor dining activities.

Communications, Correspondence & Announcement

April 2022 Board and Commission Summary

The Council members received the April Board and Commission Summary.

Executive Session

Strategy & Negotiation Regarding Potential Purchase of Property

No Executive Session

Adjournment

A motion was made by Ms. Walck, seconded by Mr. Peterson, to adjourn the meeting at 7:50pm.

Voted (7-0)

Respectfully Submitted,

Cathy Sirois
Recording Clerk



Parks and Recreation Needs Assessment Town Council Presentation May 24, 2022



The Needs Assessment Process



Strategic
Kick-off



Community
Profile



Public
Engagement



On-line
Survey



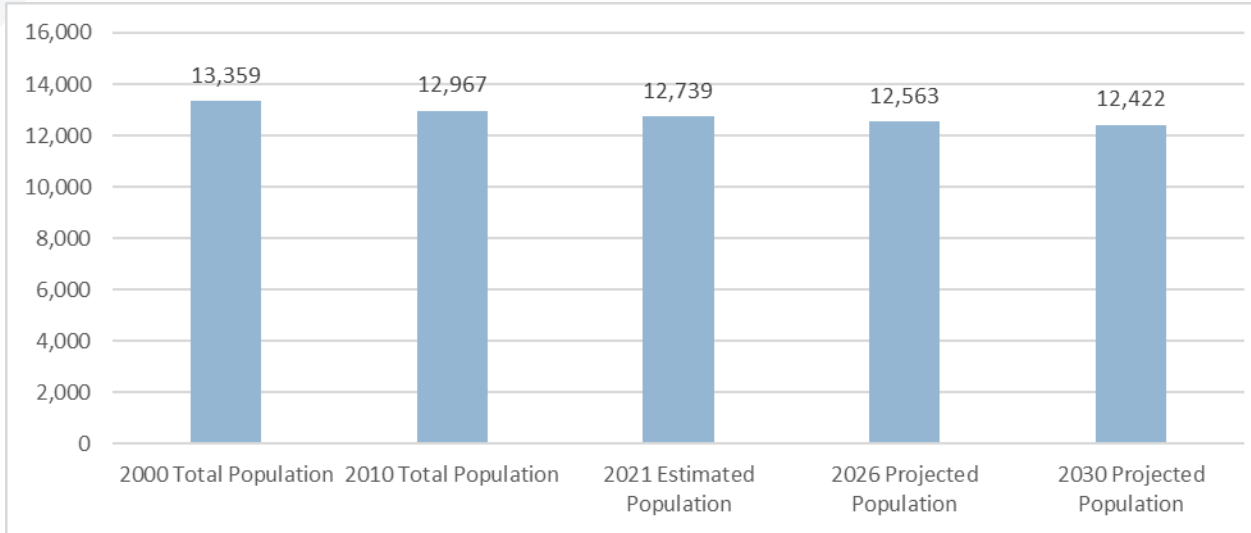
Draft and
Final Report

Demographic Overview

12,739

Population

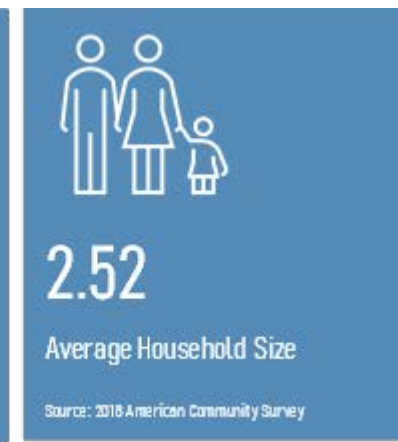
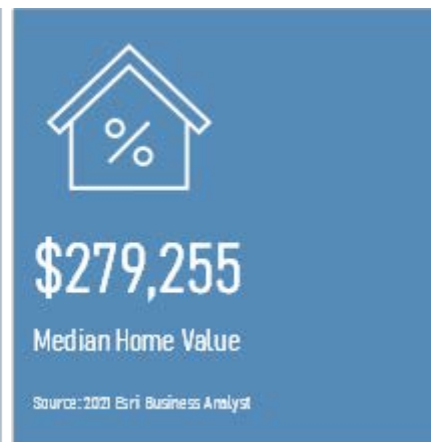
Source: 2021 Esri Business Analyst



45.9

Median Age

Source: 2021 Esri Business Analyst

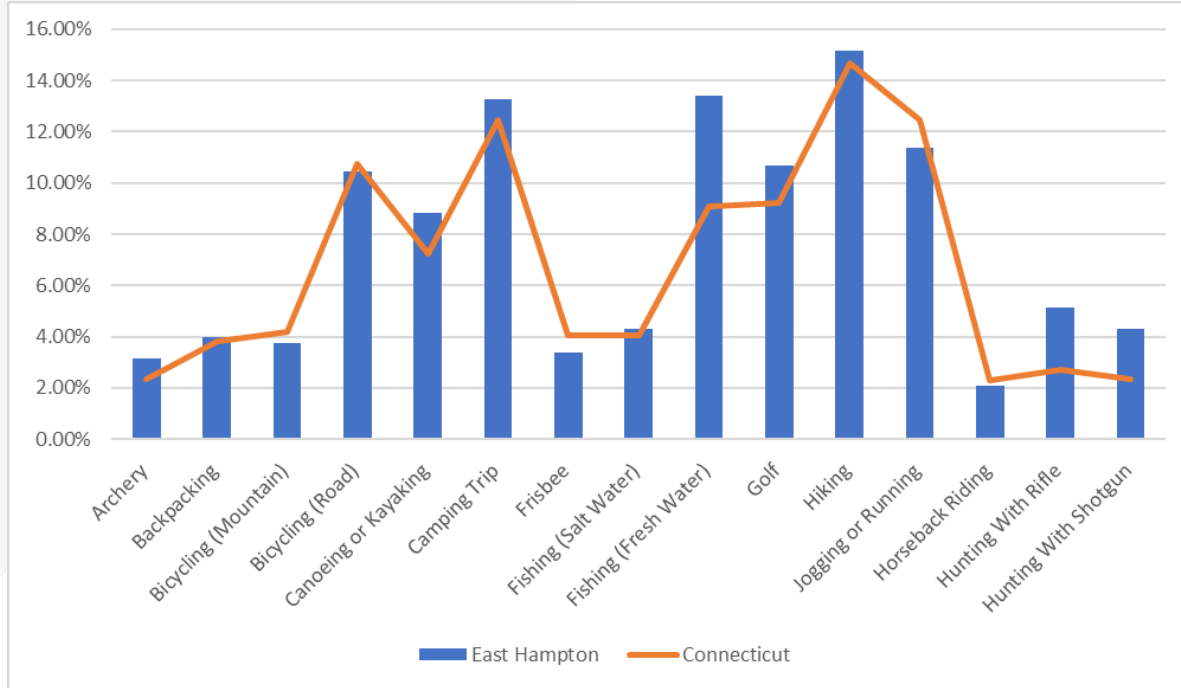


Middlesex County
Ranked 2nd

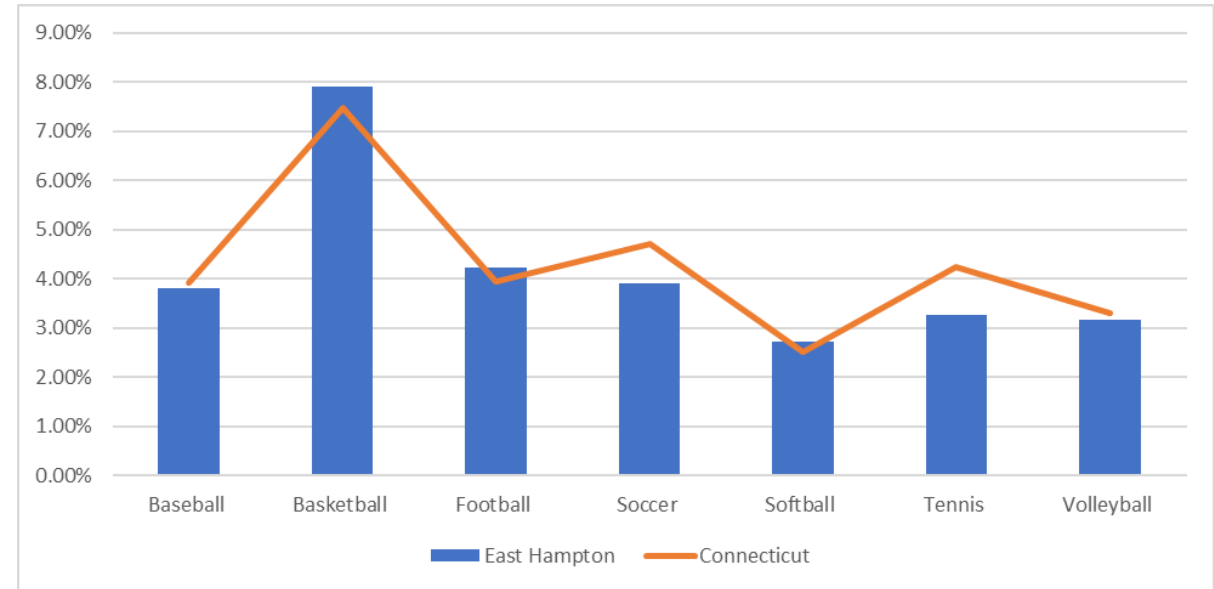
for Health Outcomes
Robert Wood Johnson Foundation



Trends Overview



Participation in Outdoor Recreation



Participation in Team Sports



Recreation Centers Play an Important Role in Communities Nationwide

Per a recent NRPA poll, **Americans urge their local recreation center to offer a wide variety of nontraditional services**, including...



Healthy Living Classes

51%



Programming for Older Adults

46%



Nature-Based Activities

45%



Access to Computers and the Internet

43%



Inclusive Facilities for All Abilities and Needs

41%



Health Clinics and Services

38%

These are **in addition to services traditionally offered** by park and recreation agencies – including fitness centers, out-of-school time programming and aquatic facilities.



The Seven Economic Benefits of Parks

- 5% increase in property values for houses within 500 feet of park
- Increased sales tax from tourist spending
- Free and low cost recreation (compared to cost of private market)
- Medical Savings; Parks help maintain and improve mental and physical health
- Stronger relationships with community members which leads to social capital
- Lower storm water treatment costs with improved management of runoff
- Reduce health care costs by absorbing air pollutants

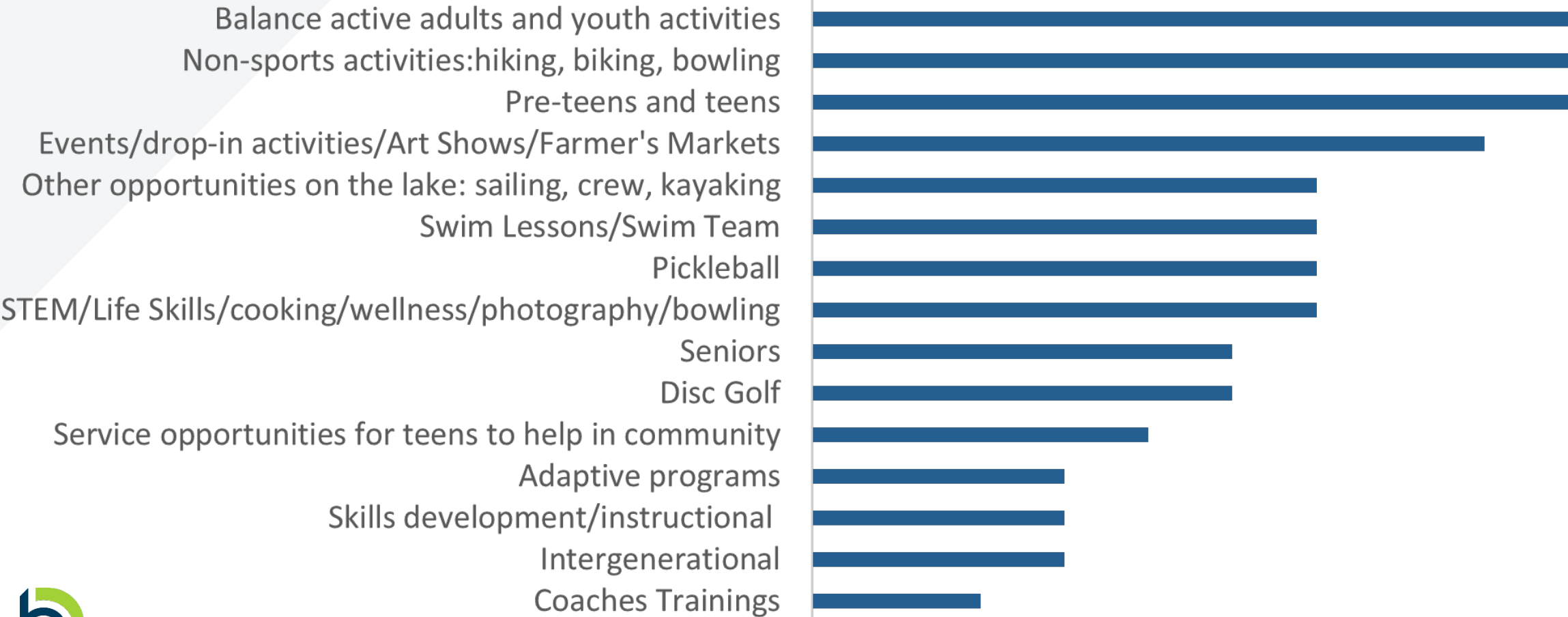
Public Engagement included:

- On site November 2-3, 2021
- 3 focus groups consisting of 35 participants
- Interviews with elected officials, Town administration and stakeholders
- Staff interviews and virtual SWOT Workshop November 1, 2021
- Parks & Recreation Commission Briefing September 7, 2021
- Tours of parks and facilities
- Open public forum in person and virtually with 18 people in attendance



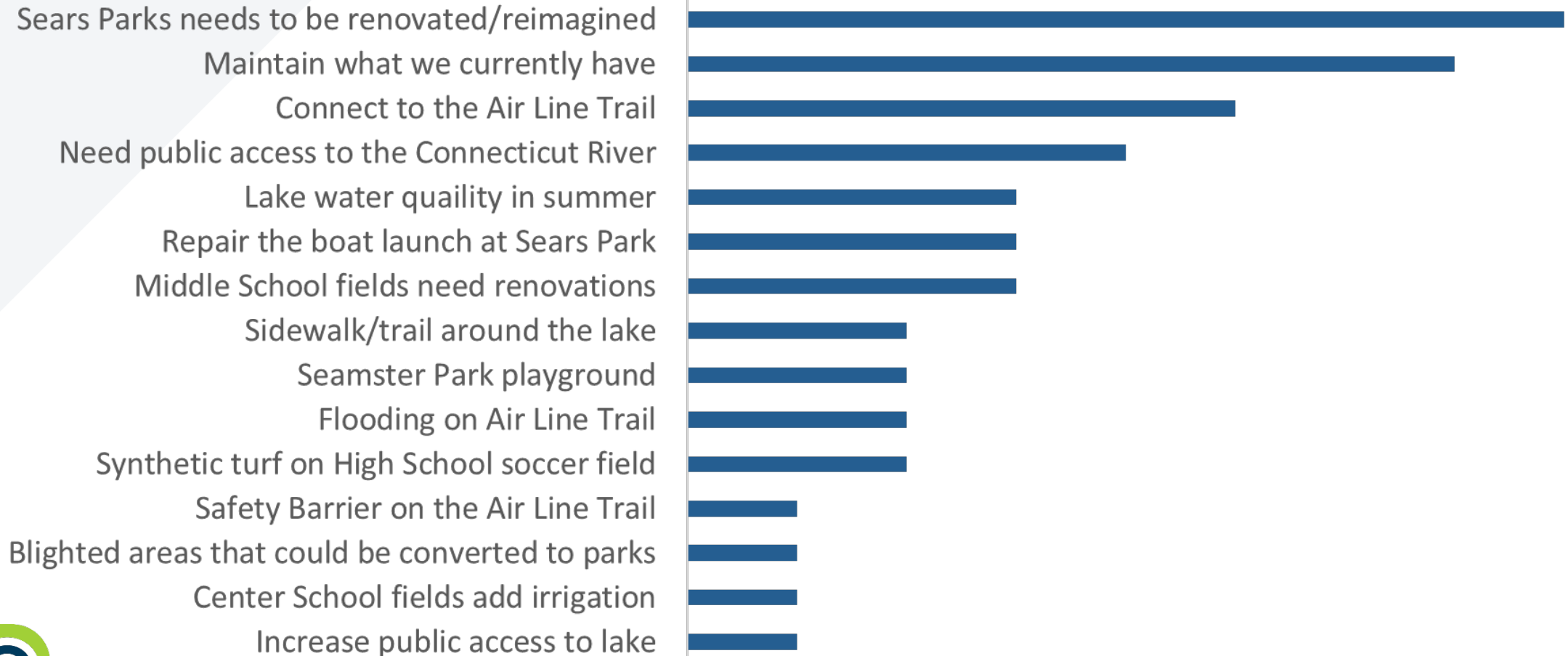
Focus Group Additional Activities

Additional Activities



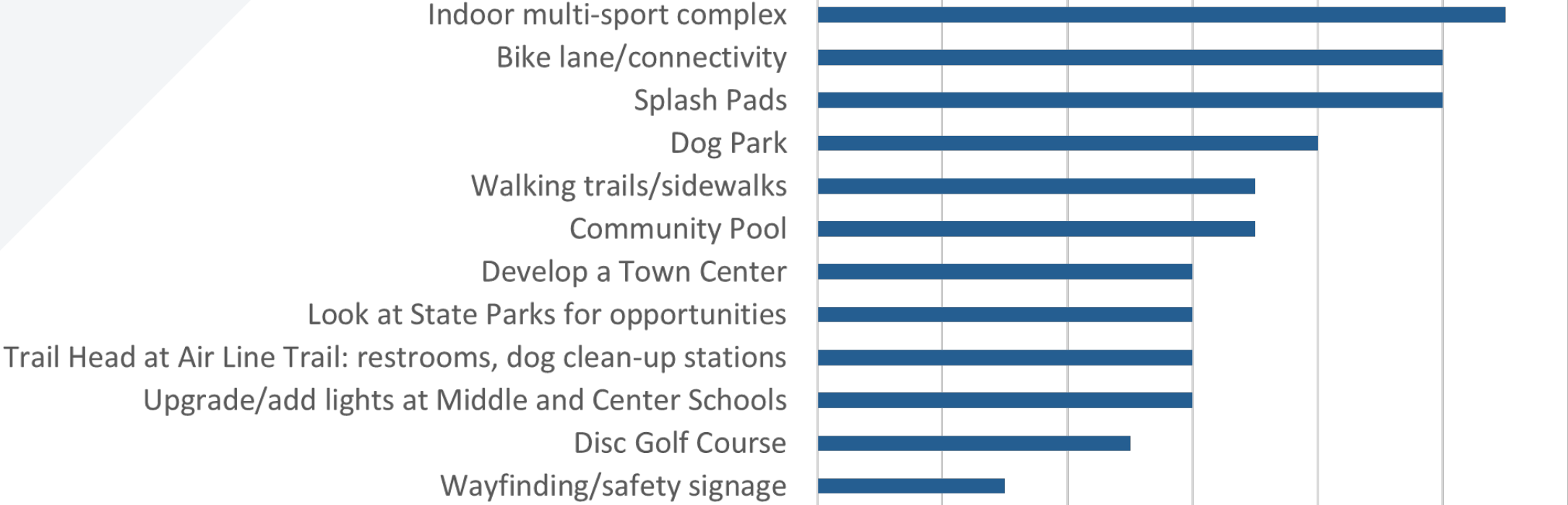
Focus Group Improvements to Facilities

Improvement to Existing Facilities



Focus Group Additional Facilities

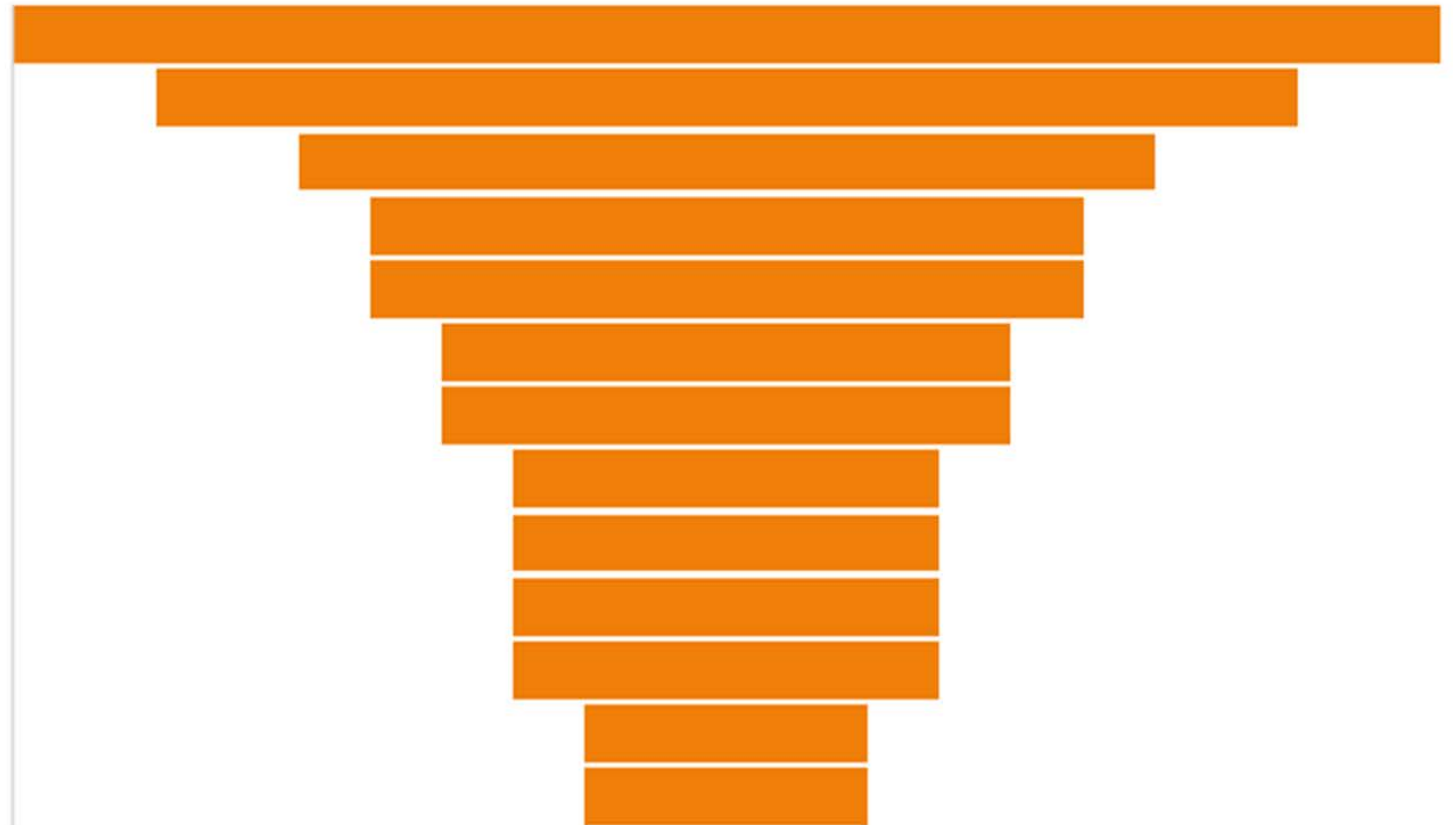
Additional Facilities/Amenities



Focus Group Priorities

Priorities

- Improve what we currently have
- Long term facility planning/be proactive
- Intentional programming for all ages
- Recreation Center
- Improve/renovate athletic fields
- Increase staff to improve level of service
- Year round pool
- Lake quality and access
- Land acquisition/preservation
- Optimize the relationship with partners
- Create/Develop a Town Center gathering space
- Concentrate on state and federal grants
- Marketing/Communication



Town of East Hampton, CT Recreation Needs Assessment Survey

292 Total Responses

Date Created: Monday, November 15, 2021

Date Closed: Saturday, January 15, 2022

Complete Responses: 292

▲ Monday, January 31, 2022



Survey Key Findings

- The majority of survey respondents were either very familiar or familiar (68.19%) with parks, recreation facilities, programs and services the Town provides.
- Most survey respondents (87.76%) feel the availability of local parks and recreation opportunities in East Hampton are very important or important to the household.
- Community events (80.99%), outdoor recreation programs (60.56%), adult enrichment (49.30%) and Nature programs (47.18%) are the top activities families participate in.
- Health and wellness, land preservation, family-oriented activities, maintenance of parks and facilities, and connectivity between trails are the top 5 priorities for focus on improving.



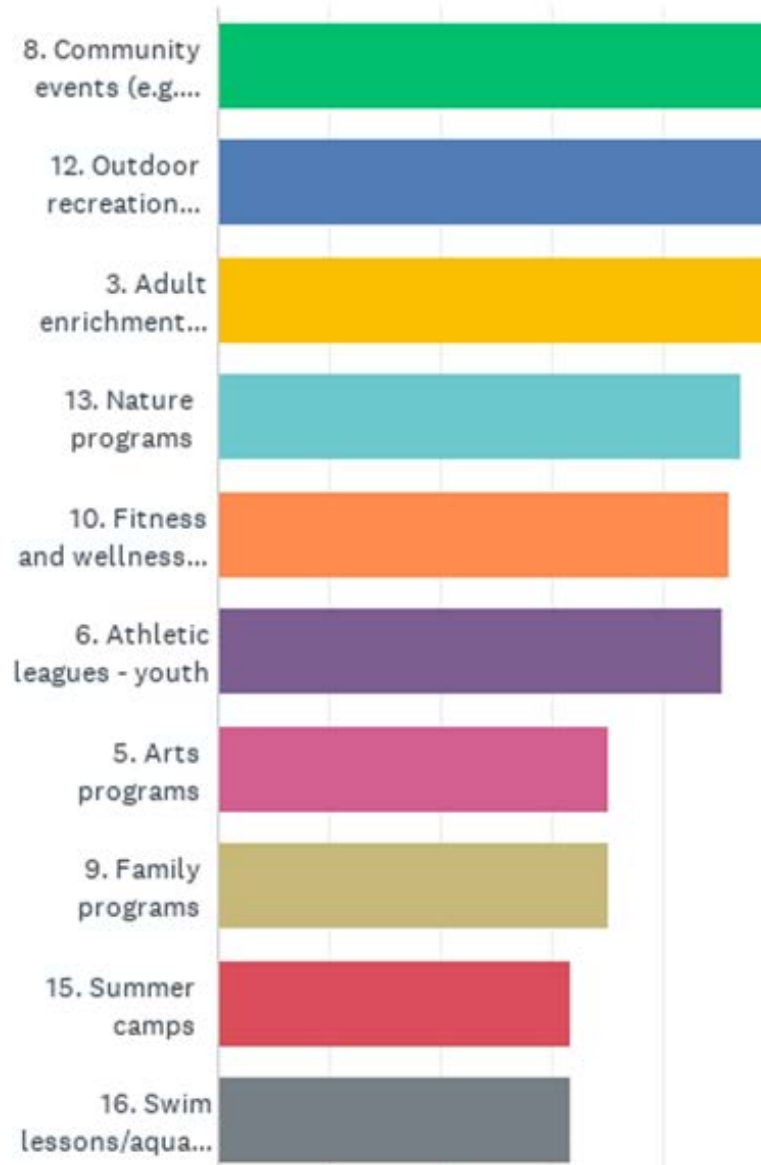
Survey Key Findings

- To increase utilization, respondents' top choices were additional facilities, awareness of programs and condition/maintenance of parks.
- When asked about greatest needs, respondents indicated an indoor aquatic facility (45.20%), connections to the Air Line Trail (41.28%) and indoor multi-purpose facility (39.50%) were their top 3 choices.
- E-mail from the Town (79.57%), internet/website (68.46%) and social networking (56.27%) are the top 3 way to reach respondents.
- When asked to rank initiatives for the Department, add more trails/sidewalks, add new aquatic facilities, improve and/or renovate and maintain existing parks, and add new specialty parks are the top 4 rankings.



Please indicate if your family participates in or would like to participate in any of the following activities (please check all that apply): **Top 10 responses**

Survey Responses

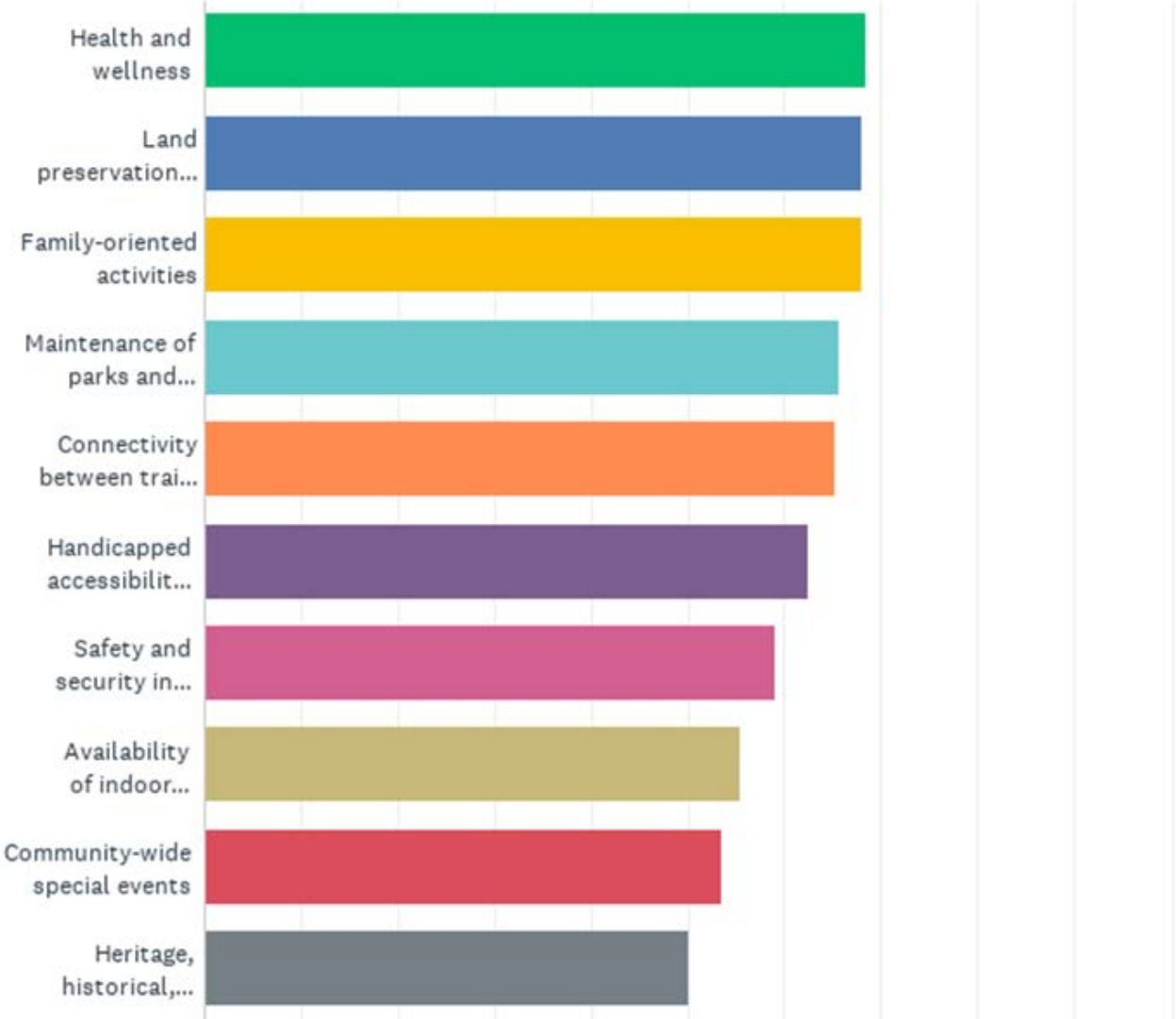


ANSWER CHOICES	RESPONSES
8. Community events (e.g. festivals, concerts, farmer's markets)	80.99% 230
12. Outdoor recreation programs	60.96% 172
3. Adult enrichment (hobby classes)	49.30% 140
13. Nature programs	47.18% 134
10. Fitness and wellness programs	46.13% 131
6. Athletic leagues - youth	45.42% 129
5. Arts programs	35.21% 100
9. Family programs	35.21% 100
15. Summer camps	31.69% 90
16. Swim lessons/aquatic programs	31.69% 90



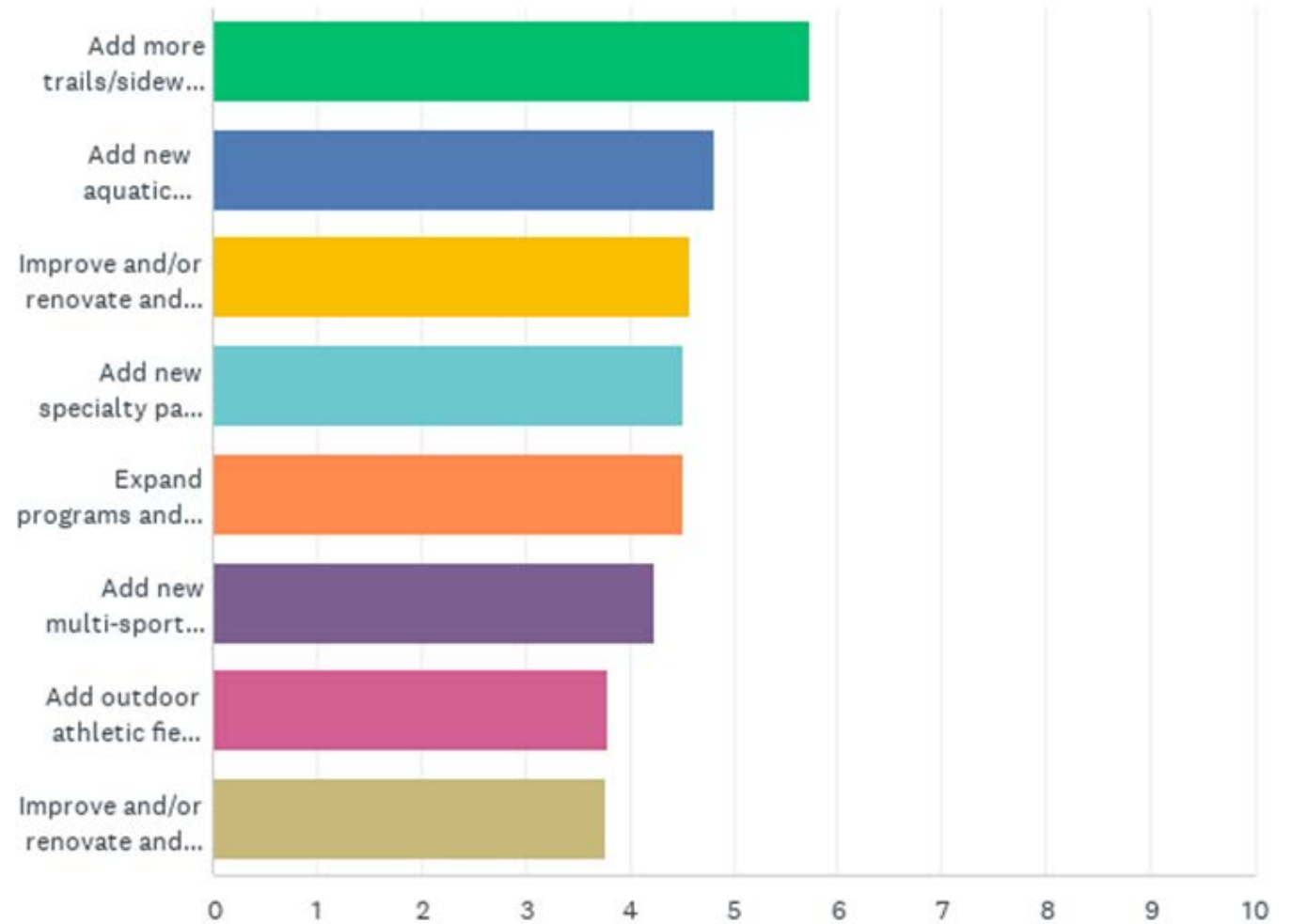
Survey Responses

Please rank the top three priorities that the parks and recreation department should focus on improving. Please select up to 3 choices. **Top 10 responses**



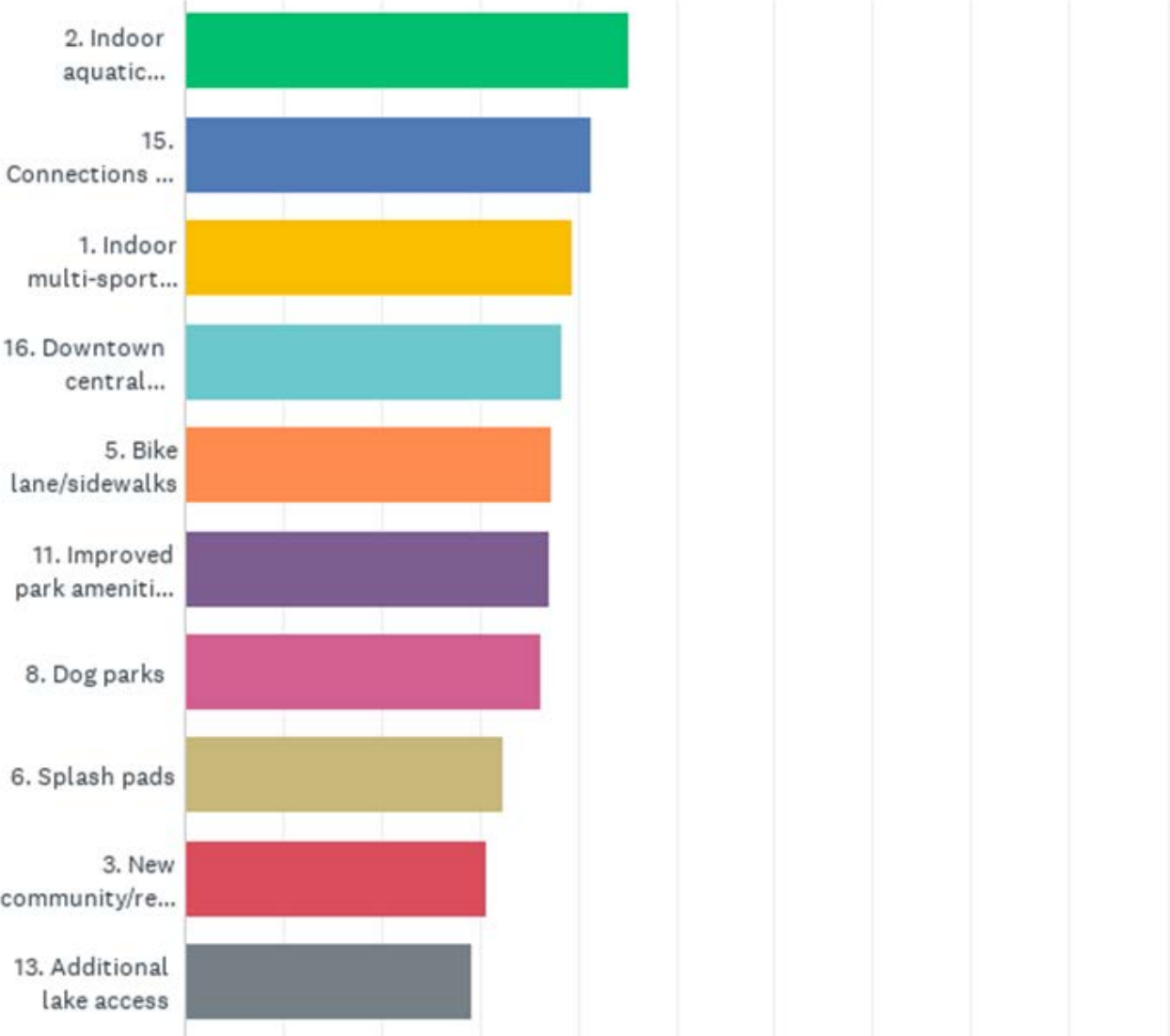
Survey Responses

Please rank the following potential parks and recreation initiatives.



Survey Responses

What are the greatest needs for indoor and outdoor facilities to be added or improved upon in East Hampton over the next 5-10 years? (Select all that apply) **Top 10 responses**



Recurring Themes

- Improve/maintain current parks, amenities and facilities
- Create additional connections to the Air Line Trail
 - Increase connectivity and add bike lanes
 - Add trails and sidewalks
- Develop an indoor aquatic facility
- Need a multi-purpose indoor facility/recreation center
- Balance sports and non-sports programs and activities
 - Outdoor recreation/community events/hiking/disc golf
- Increase amenities at parks
 - Splash pads, dog parks, disc golf, restrooms
- Increase awareness of programs and activities: communication/marketing



Areas of Focus

Area of Focus 1: *Ensure continuation of the high-quality recreation facilities, parks, trails, open spaces, programs, and services residents of East Hampton have come to expect.*

Area of Focus 2: *Explore opportunities to develop additional indoor facilities to serve the community needs*

Area of Focus 3: *Increase and improve park athletic fields and amenities.*

Area of Focus 4: *Evaluate current program and service delivery to ensure that it reflects the cultural diversity and needs of East Hampton.*

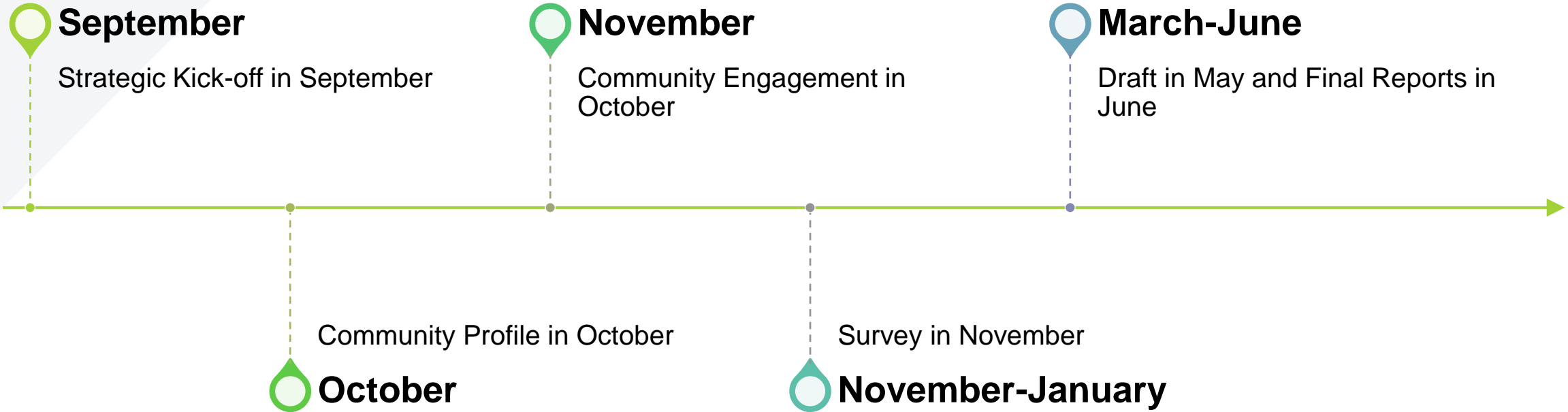
Area of Focus 5: *Increase connectivity with pathways and trails.*

Area of Focus 6: *Develop comprehensive marketing, communication, and community engagement strategy for Parks and Recreation programs and services.*

Area of Focus 7: *Continue to preserve the heritage, culture, and open space that makes East Hampton unique.*



Schedule / Timeline





Thank you for your time and consideration!

Art Thatcher, MPA, CPRP
Direct (mobile): 757-592-3103
Art.thatcher@berrydunn.com
Manager

GreenPlay is now

 **BerryDunn**

VI. Great Things to Come - Summary of Overall Analysis

Public leaders in the United States are increasingly recognizing that public recreation facilities and related “quality of life” amenities are not secondary services provided by governmental agencies but are in fact integral to creating communities where people want to live, work, learn, and visit. These services should be seen as investments in the long-term vitality and economic sustainability of any vibrant and attractive community. Community leaders recognize that parks and recreation facilities and services in addition to public open space are essential to attracting and keeping the working class in communities. These investments encourage economic growth and contribute to East Hampton continuing to provide innovative program opportunities and well-maintained facilities that enrich the East Hampton community. East Hampton’s Parks and Recreation Department recognizes this and seeks to make improvements to recreational programs, facilities, and services, enhancing the community for years to come.

A. Areas of Focus and Action Steps

The following Areas of Focus with Action Steps are outlined to create a process to move forward. Over the next five to ten years, many influences will impact the success of the development of future facilities, programs, and services. Funding availability, staff buy-in, and political and community support will play significant roles in future planning efforts.

<i>Area of Focus 1: Ensure continuation of the high-quality recreation facilities, parks, trails, open spaces, programs, and services residents of East Hampton have come to expect.</i>		
Actions	Resource Impact/Budget Requirement	Timeframe to Complete
<p>1.1 Complete a comprehensive Parks and Recreation Master Plan.</p> <ul style="list-style-type: none"> • Complete quantitative and qualitative inventory and mapping of parks, trails, open space, and recreational facilities, including level of service and gap analysis. • Provide an analysis of current programs, facilities, and services in relation to survey results, identified gaps and unmet needs, market conditions, and alternative providers. • Identify priorities of future development of parks, programs, and facilities (including indoor multi-sport complex, additional bike lanes and walking trails, splash pad, dog park etc.). • Develop capital improvement plan, cost, and phasing recommendations and implementation plan for priority items/projects. 	<p>Staff Time/Professional Services (\$40,000 to \$60,000)</p>	<p>2022/2023 Research</p> <p>2023/2024 RFP & Bid Process; Master Plan Development</p>

<p>1.2 Create a short-term plan to address immediate needs and priority projects in coordination with the FY23 and FY24 Budget Development and capital improvement project (CIP) annual review.</p> <ul style="list-style-type: none"> • Increase park maintenance to meet current demand for services and develop plan for future growth. • Address park maintenance projects and annual maintenance needs. • Address aging infrastructure. • Staff appropriately to meet current and future demands and maintain the current quality of service to citizens and visitors. 	Staff Time/Capital Funding/General Funding	2022-2024
<p>1.3 Identify strategies for maintaining the quality of current programs and services in a cost-effective manner.</p> <ul style="list-style-type: none"> • Coordinate with other departments to maximize cost savings in parks, trails, open park spaces, and facilities. • Utilize various evaluation methods and instruments to measure level of services in programs offered to the community. • Emphasize continued training and mentoring of staff to ensure continuous improvement and customer satisfaction. 	Staff Time/Staff Training/TBD	On-going
<p>1.4 Nurture and promote relationships to maximize partnerships and agreements with community-based organizations and businesses, as well as other service providers.</p>	Staff Time	On-going

Area of Focus 2: Explore opportunities to develop additional indoor facilities to serve the community needs		
Actions	Resource Impact/Budget Requirement	Timeframe to Complete
<p>2.1 Conduct a Feasibility Study to determine services required to fund, build, and operate an indoor multi-sport facility, aquatic center and/or a recreation/community center.</p>	Professional Consultant Services	2024-2025
<p>2.2 Explore opportunities to partner with other services providers in the community to build and operate an indoor multi-sport facility and recreation/community center. Potential partners include:</p> <ul style="list-style-type: none"> • East Hampton Public Schools • Local sports leagues • Local Businesses • Connecticut - DNR • Non-profits in the community 	Staff Time/Professional Services if needed	2023-2024

Area of Focus 3: Increase and improve park athletic fields and amenities.

Actions	Resource Impact/Budget Requirement	Timeframe to Complete
<p>3.1 Using the results of the Needs Assessment Survey and the community engagement process, create a plan to address identified amenity needs at parks, lake access and trails.</p>	Staff Time	2022-2023
<p>3.2 Create individual park master plans to address upgrades to parks and installation or improvements to amenities. Parks identified were:</p> <ul style="list-style-type: none"> • Sears Park • Air Line Trail • Memorial School Parcel • Seamster Park • East Hampton Middle School athletic fields • Center School athletic fields 	Staff Time/Professional Services/Capital Funding	2023-2026
<p>3.3 Look for opportunities to add non-traditional sports and activities to include pickleball, disc golf, hiking and off-road biking)</p>	Staff Time/Professional Services/Capital Funding	2023-2026

Area of Focus 4: Evaluate current program and service delivery to ensure that it reflects the cultural diversity and needs of East Hampton.

Actions	Resource Impact/Budget Requirement	Timeframe to Complete
<p>4.1 Look for opportunities to increase access to the lake for water-based programs (including sailing, crew, kayaking, etc.).</p>	Staff Time/Program Materials	On-going
<p>4.2 Increase programming of aquatics, wellness/fitness, cultural programming, outdoor recreation, and for special needs populations.</p>	Staff Time/Program Materials	On-going
<p>4.3 Look for opportunities to provide additional programming for families, seniors, and teens.</p>	Staff Time/Program Materials	On-going
<p>4.4 Look for opportunities to provide additional life skills programming (including STEM, cooking, wellness, photography, and arts)</p>	Staff Time/Program Materials	On-going
<p>4.4 Continue to evaluate current program offerings to determine viability, need, and current trends.</p>	Staff Time/Program Materials	On-going
<p>4.5 Look for opportunities to increase community events and partner with the Downtown Association.</p>	Staff Time/Program Materials	On-going

Area of Focus 5: Increase connectivity with pathways and trails.		
Actions	Resource Impact/Budget Requirement	Timeframe to Complete
5.1 As part of a comprehensive master planning process, inventory and map the current trails and pathways in East Hampton.	Staff Time/Consultant Services	2023-2024
5.2 Look for opportunities to improve existing or develop new trails and pathways within the town, region, and current park system.	Capital Cost Varies based on Location	2024-2027
5.3 Create a trailhead for the Air Line Trail that connects the trail to Downtown.	Capital Cost Varies based on Location	2024-2027

Area of Focus 6: Develop comprehensive marketing, communication, and community engagement strategy for Parks and Recreation programs and services.		
Actions	Resource Impact/Budget Requirement	Timeframe to Complete
6.1 Develop and implement a Marketing Plan to guide the Department efforts to increase community awareness of programs and services offered.	Staff Time/Marketing Funds	2022-2023
6.2 The Marketing Plan should include strategies to increased registrations, user participation, and community engagement. Increased utilization of technology to provide convenient consumer-based access to registration and other services. <ul style="list-style-type: none"> • Continue to invest in online registration and payment systems • Improved Website presence • Continue to use a mixed method approach to reaching your customers (e-mail from the Town, internet, website, social networking, local media) 	Staff Time/Marketing Funds	On-going
6.3 The Marketing Plan should include signage branding and wayfinding strategies to increase citizen and visitor awareness of facilities and amenities.	Staff Time/Marketing Funds	2023-2025

Area of Focus 7: Continue to preserve the heritage, culture, and open space that makes East Hampton unique.		
Actions	Resource Impact/Budget Requirement	Timeframe to Complete
7.1 Continue to look for opportunities to acquire additional open space and preserve natural and cultural assets within the town.	Staff Time/Capital Funds	On-going

C-PACE PARTIAL RELEASE AGREEMENT

THIS C-PACE PARTIAL RELEASE AGREEMENT (the “Agreement”) is made and entered into as of March 1, 2022 (the “Effective Date”), by and between **CITY/TOWN OF EAST HAMPTON** a municipal corporation organized and existing under the laws of the State of Connecticut (the “Municipality”), and the **CONNECTICUT GREEN BANK, F/K/A CLEAN ENERGY FINANCE AND INVESTMENT AUTHORITY**, a quasi-public agency of the State of Connecticut, having its business address at 75 Charter Oak Ave, Suite 1 – 103, Hartford, CT 06106 (the “Green Bank”).

RECITALS

WHEREAS, Municipality and Green Bank entered into that certain Commercial Property Assessed Clean Energy (“C-PACE”) Agreement dated 7/10/2013 (as may be amended, the “C-PACE Agreement”) pursuant to section 16a-40g of the Connecticut General Statutes (the “C-PACE Statute”) associated with the administration of the clean energy program authorized under the C-PACE Statute (the “C-PACE Program”).

WHEREAS, pursuant to the C-PACE Statute, Green Bank is the statewide administrator of the C-PACE Program and, among other things, establishes the program guidelines for the C-PACE Program (the “C-PACE Guidelines”);

WHEREAS, Green Bank has amended the C-PACE Guidelines to permit billing and collection of all C-PACE Program benefit assessment liens by the Green Bank;

WHEREAS, Green Bank and Municipality desire to release the Municipality of certain billing and collections obligations under the C-PACE Agreement to facilitate the billing and collection of benefit assessment liens by Green Bank, in accordance with the C-PACE Guidelines.

NOW THEREFORE, for and in consideration of the mutual covenants and agreements set forth herein, it is hereby agreed as follows:

1. **Defined Terms**. All capitalized terms used in this Agreement and not otherwise defined shall have the respective meanings set forth in the C-PACE Agreement.
2. **Release of Certain Billing and Collection Obligations**. As of the Effective Date, Green Bank shall be deemed to have released Municipality from liability for all billing and collection covenants and obligations set forth in Section 3(e) and Section 3(f)(1) of the C-PACE Agreement with respect to any Benefit Assessment Liens recorded by the Municipality prior to and after the Effective Date (the “Released Obligations”). Such Released Obligations shall not, however, include the obligation of Municipality to pay to Green Bank any funds received, due to error or any other reason, which Municipality knows or has reason to believe are associated with a Benefit Assessment Lien, no later than thirty days after the month that such funds are received.

3. **Release of Annual Fee Obligation.** After the Municipality receives the Annual Fee for the fiscal year 2021, Municipality shall be deemed to have released Green Bank from the obligation to make any future Annual Fee payment to Municipality. Such release shall not, however, include the obligation of Green Bank to cover the Municipality's out of pocket costs and expenses in discharging its duties under the C-PACE Agreement in accordance with Section 3(g) thereof.
4. **Counterparts.** This Agreement may be executed in any number of counterparts (by facsimile or other electronic transmissions), each of which shall be deemed to be an original, and all of which together shall constitute but one and the same instrument.
5. **Amendment and Waivers.** Any amendment to or waiver of any provision of this Agreement must be in writing and mutually agreed to by the Green Bank and the Municipality.
6. **Entire Agreement.** This instrument constitutes the entire agreement between the parties and supersedes all previous discussions, understandings and agreements between the parties relating to the subject matter of this Agreement.

[signature page follows]

IN WITNESS WHEREOF, Municipality and Green Bank have each caused this Agreement to be executed and delivered as of the date indicated above:

CITY/TOWN OF EAST HAMPTON

By: _____

Name:

Title:

CONNECTICUT GREEN BANK

By: _____

Name: Bryan T. Garcia

Title: President and CEO

**COMMERCIAL PROPERTY ASSESSED
CLEAN ENERGY (“C-PACE”) AGREEMENT**

THIS AGREEMENT is made and entered into as of the 10th day of July, 2013, by and between the Town of East Hampton, **CONNECTICUT**, a municipal corporation organized and existing under the laws of the State of Connecticut (the “Municipality”), and the **CLEAN ENERGY FINANCE AND INVESTMENT AUTHORITY**, a public instrumentality and political subdivision of the State of Connecticut established under Public Act No. 11-80 (and codified in Section 16-245n of the Connecticut General Statutes) (the “Authority”).

RECITALS

WHEREAS, Commercial Property Assessed Clean Energy (“C-PACE”) is a program to facilitate loan financing for clean energy improvements to commercial properties by utilizing a state or local assessment mechanism to provide security for repayment of the loans.

WHEREAS, Public Act No. 12-2 of the June 12, 2012 Special Session of the Connecticut General Assembly (the “Act”) established a C-PACE program in Connecticut.

WHEREAS, Section 157 of the Act directed the Authority to establish a commercial sustainable energy program, and authorized the Authority to make appropriations for and issue bonds, notes or other obligations to finance the program costs. A commercial sustainable energy program is a program that facilitates energy improvements to commercial or industrial property and utilizes municipal benefit assessments authorized by the Act as security for financing the energy improvements.

WHEREAS, to secure financing for the program, the Authority and the Municipality are authorized to enter into a written agreement, as approved by the municipality’s legislative body, pursuant to which the Municipality has agreed to assess, collect, remit and assign, benefit assessments to the Authority in return for energy improvements for benefited property owners within the Municipality and for costs reasonably incurred by the Municipality in performing such duties.

WHEREAS, this Agreement constitutes the written agreement authorized by the Act.

NOW THEREFORE, for and in consideration of the mutual covenants and agreements set forth herein and in order to effectuate the purposes of the Act, it is hereby agreed as follows:

Section 1 - Definitions.

(a) “Energy improvements” means any renovation or retrofitting of qualifying commercial real property to reduce energy consumption or installation of a renewable energy system to service qualifying commercial real property, provided such renovation, retrofit or installation is permanently fixed to such qualifying commercial real property.

(b) “Qualifying commercial real property” means any commercial or industrial property, regardless of ownership, that meets the qualifications established for the commercial sustainable energy program.

(c) “Commercial or industrial property” means any real property other than a residential dwelling containing less than five dwelling units.

(d) “Benefitted property owner” means an owner of qualifying commercial real property who desires to install energy improvements and provides free and willing consent to the benefit assessment against the qualifying commercial real property.

(e) “Commercial sustainable energy program” means a program that facilitates energy improvements and utilizes the benefit assessments authorized by this Agreement as security for the financing of the energy improvements.

(f) “Benefit assessment” means the assessment authorized by the Act.

Section 2 - Obligations of the Authority.

(a) **Program Requirements.** Pursuant to the Act, the Authority:

(1) shall develop program guidelines governing the terms and conditions under which state financing may be made available to the commercial sustainable energy program, including, in consultation with representatives from the banking industry, municipalities and property owners, developing the parameters for consent by existing mortgage holders and may serve as an aggregating entity for the purpose of securing state or private third-party financing for energy improvements pursuant to the Act,

(2) shall receive and review applications submitted by benefitted property owners within the Municipality for financing of energy improvements, and approve or disapprove such applications in accordance with underwriting procedures and requirements established by the Authority,

(3) shall prepare and deliver to the Municipality an annual report which shall contain information related to each qualifying commercial real property within the Municipality, including:

- i. A list of each qualifying commercial real property for which the benefitted property owner executed a financing agreement during the prior year;
- ii. A list of each qualifying commercial real property where all obligations under the financing agreement have been satisfied or paid in full during the prior year, including the satisfaction date and a copy of the notice of satisfaction;
- iii. the total benefit assessment payments made to the Authority in respect of all qualifying commercial real properties; and

- iv. for each non-satisfied (not paid in full) benefit assessment (including each benefit assessment approved in the prior year):
 - A. the date of the financing agreement,
 - B. the outstanding amount of the financing,
 - C. the total principal balance and accrued interest outstanding, and
 - D. the annual payment(s) due to the Authority (which shall include principal and accrued interest) associated with such benefit assessment (including the amount of accrued interest on the initial payment, if different).

(4) shall establish the position of commercial sustainable energy program liaison within the Authority,

(5) shall establish a loan loss reserve or other credit enhancement program for qualifying commercial real property,

(6) may use the services of one or more private, public or quasi-public third-party administrators to administer, provide support or obtain financing for the commercial sustainable energy program, and

(7) shall adopt standards to ensure that the energy cost savings of the energy improvements over the useful life of such improvements exceed the costs of such improvements.

(b) **Project Requirements.** If a benefitted property owner requests financing from the Authority for energy improvements under the Act, the Authority shall:

(1) require performance of an energy audit or renewable energy system feasibility analysis on the qualifying commercial real property that assesses the expected energy cost savings of the energy improvements over the useful life of such improvements before approving such financing,

(2) impose requirements and criteria to ensure that the proposed energy improvements are consistent with the purpose of the commercial sustainable energy program, and

(3) require that the property owner provide written notice, not less than thirty days prior to the recording of any lien securing a benefit assessment for energy improvements for such property, to any existing mortgage holder of such property, of the property owner's intent to finance such energy improvements pursuant to the Act.

(c) **Financing Agreement for Project.** The Authority may enter into a financing agreement with the property owner of qualifying commercial real property. The financing agreement shall clearly state the estimated benefit assessment that will be levied against the qualifying commercial real property upon completion of the energy improvements. The Authority shall disclose to the property owner the costs and risks associated with participating in

the commercial sustainable energy program, including risks related to the failure of the property owner to pay the benefit assessment provided for in the financing agreement. The Authority shall disclose to the property owner the effective interest rate on the benefit assessment, including fees charged by the Authority to administer the commercial sustainable energy program, and the risks associated with variable interest rate financing, if applicable. The Authority shall notify the property owner that such owner may rescind any financing agreement entered into not later than three business days after such financing agreement is executed by the property owner and delivered to the Authority. The financing agreement shall provide for the consent of existing mortgage holders for the benefit assessment lien to be continued, recorded and released by the Municipality, as required by the Act and described in Section 3(c) herein.

(d) Determination of Estimated and Final Benefit Assessments and Payments.

(1) In connection with the completion and execution of the financing agreement, the Authority shall determine the estimated benefit assessment and provide written notice of the estimated benefit assessment to the Municipality.

(2) Upon completion of the energy improvements to the qualifying commercial property, the Authority shall determine the final benefit assessment, including fees charged by the Authority to administer the commercial sustainable energy program, and shall set a fixed or variable rate of interest for the repayment of the benefit assessment amount. Such interest rate, as may be supplemented with state or federal funding as may become available, shall be sufficient to pay the financing and administrative costs of the commercial sustainable energy program, including delinquencies. The Authority shall provide written notice of the final benefit assessment and interest rate to the Municipality.

(3) It is anticipated that the Authority will decide that the benefit assessment shall be payable in two equal payments respectively payable on July 1 and January 1 of each year so that they are due at the same time as the installments of the Municipality's real property taxes. If the Municipality changes its practices concerning the billing of annual real property taxes as to the number of installments and their due dates, the Authority will change its practices to the extent possible to correspond with the Municipality's practices.

Section 3 - Obligations of the Municipality.

(a) **Placing of Caveat on Land Records.** Upon receiving written notice from the Authority of the estimated benefit assessment as provided in Section 2(d)(1) herein, the Municipality shall promptly place a caveat on the land records (on a form provided by the Authority after consultation with the municipality) indicating that a benefit assessment and lien is anticipated upon completion of energy improvements for the qualifying commercial real property. The Authority will reimburse the municipality the cost charged by the Town Clerk for recordation of the caveat.

(b) **Levy of Benefit Assessment.** Upon receiving written notice from the Authority of the final benefit assessment as provided in Section 2(d)(2) herein, the Municipality shall promptly levy the benefit assessment against the qualifying commercial real property especially

benefitted by the energy improvements financed by the Authority, and shall place a lien on the qualifying commercial real property to secure payment of the benefit assessment. As provided in the Act, the benefit assessments levied (on a form provided by the Authority after consultation with the municipality) pursuant to this Agreement and the interest, fees and any penalties thereon shall constitute a lien against the qualifying commercial real property on which they are made until they are paid. The Authority will reimburse the municipality the cost charged by the Town Clerk for recording the lien. Such lien shall be levied and collected in the same manner as the property taxes of the Municipality on real property, including, in the event of default or delinquency, with respect to any penalties, fees and remedies and lien priorities as provided by the Act.

(c) **Continuation, Recording and Release of Lien.** As provided in the Act, each benefit assessment lien shall be continued, recorded and released in the manner provided for property tax liens, subject to the consent of existing mortgage holders, and shall take precedence over all other liens or encumbrances except a lien for taxes of the Municipality on real property, which lien for taxes shall have priority over such benefit assessment lien. The Authority shall provide to the Municipality written notice of the consent of existing mortgage holders for the lien to be continued, recorded and released by the Municipality.

(d) **Assignment of Benefit Assessment Lien.**

(1) Upon the written request of the Authority, the Municipality shall assign to the Authority any and all liens filed by the Municipality's tax collector, as provided in this Agreement. The Authority may sell or assign, for consideration, any and all liens received from the Municipality. The assignee or assignees of such liens shall have and possess the same powers and rights at law or in equity as the Authority and the Municipality and its tax collector would have had if the lien had not been assigned with regard to the precedence and priority of such lien, the accrual of interest and the fees and expenses of collection. The assignee shall have the same rights to enforce such liens as any private party holding a lien on real property, including, but not limited to, foreclosure and a suit on the debt. Costs and reasonable attorneys' fees incurred by the assignee as a result of any foreclosure action or other legal proceeding brought pursuant to the assignment and directly related to the proceeding shall be taxed in any such proceeding against each person having title to any property subject to the proceedings. Such costs and fees may be collected by the assignee at any time after demand for payment has been made by the assignee.

(2) The Municipality hereby acknowledges that the Authority may sell or assign any and all liens received from the Municipality under Section 3(d) of this Agreement to a trustee for the benefit of the holders of the Authority's bonds, notes or other obligations issued to finance the costs of the commercial sustainable energy program, and that the holders of the Authority's bonds, notes or other obligations will rely on the Municipality to levy, collect and remit the benefit assessments to the Authority. Therefore, the Municipality unconditionally agrees that in the event the Municipality does not discharge its duties under this Agreement, the trustee shall have the right to enforce the Municipality's obligations under this Agreement by institution of legal action against the Municipality.

(e) **Billing and Collection; Payment to the Authority.**

(1) The Municipality shall bill the benefit assessments in the same manner and at the same time as it bills its real property taxes. The benefit assessment payments shall be a separate clearly defined line item or separate bill and shall be due on the same dates as the Municipality's real property taxes. The amount of the benefit assessment will be recorded on the Municipality's tax rolls in the same manner as any other benefit assessment, such that the public will have access to its existence and payment status. The penalties and interest on delinquent benefit assessments shall be charged in the same manner and rate as the Municipality charges for delinquent real property taxes.

(2) Payments of the benefit assessments collected by the Municipality shall be segregated from all other funds of the Municipality and deposited in a separate account for the benefit of the Authority and identifying the Authority as the beneficial owner. The Municipality disclaims any ownership interest or other interests in such account or the amount collected.

(3) The Municipality shall pay all amounts collected with respect to the benefit assessments within any calendar month to the Authority or its assignee no later than thirty days after the month that the amounts are collected. The Municipality will provide monthly collection reports to the Authority, and the Authority, at its own expense, shall have the right to audit the records relating to the benefit assessments upon reasonable notice at reasonable times. The Authority and Municipality agree to provide each other with such reasonable information as they may request and the Authority and the Municipality agree to provide such information in a computer format satisfactory to the other.

(f) Collection of Delinquent Payments.

(1) If (i) the benefit assessment liens have not been assigned to the Authority pursuant to Section 3(d) of this Agreement, or (ii) the Authority makes a written request to the Municipality for its assistance in the collection of delinquent benefit assessments and related charges, the Municipality, in its sole discretion, and the Authority may enter into a separate agreement for those services, which agreement shall provide for compensation to be paid to the Municipality for its collection services. The agreement may provide for the Municipality to pursue the collection of any delinquent benefit assessments with the same diligence it employs in the collection of the Municipality's real property taxes, including the commencement of foreclosure proceedings to the extent provided by the then-current statutes of the State of Connecticut, and to take such actions that are required to preserve the lien securing delinquent benefit assessments. The agreement may also provide that the Authority shall have the right to take over the enforcement of any delinquent benefit assessments upon written notice to the Municipality, and thereupon the Municipality will have no further responsibility to collect such amount.

(2) The Municipality will provide written notice to the Authority of any sale or assignment of its real property taxes or any institution of a judicial foreclosure or other proceeding against any real property for delinquent real property taxes if such real property is subject to a lien securing a delinquent benefit assessment. Similarly, the Authority shall provide

written notice to the Municipality of the institution of a judicial foreclosure or other proceeding against any qualified commercial real property for a delinquent benefit assessment.

(g) **Promotion of Program; Assistance for Authority Financing; Payment to Municipality.**

(1) The Municipality shall use good faith efforts to assist the Authority in local marketing efforts and outreach to the local business community to encourage participation in the commercial sustainable energy program, such as including commercial sustainable energy program information on the Municipality's website, distributing an informational letter from chief elected official to local businesses regarding the program, and conducting one or more business roundtable event(s).

(2) The Municipality shall use good faith efforts to assist in gathering and providing information for the Authority to offer, sell and issue its bonds, notes or other obligations to provide funds for the commercial sustainable energy program.

(3) The Authority agrees to pay the Municipality annually a fee of \$500 (the "Annual Fee") for its services hereunder. In the event such payment is not sufficient to cover the Municipality's out of pocket costs and expenses in discharging its duties hereunder, the Authority shall reimburse the Municipality for its actual reasonable costs and expenses associated with the collection and enforcement of the benefit assessments in excess of the Annual Fee. Such costs and expenses include reasonable costs incurred by the Municipality in conjunction with any and all proceedings to collect and enforce the benefit assessments and delinquent benefit assessments, including foreclosure proceedings.

Section 4 - Indemnification.

The Authority agrees that it will protect, defend, indemnify and hold harmless the Municipality and its officers, agents and employees, to the extent of available proceeds derived from the benefit assessments, from and against all claims, demands, causes of action, damages, judgments, losses and expenses, including reasonable attorney's fees, arising out of or in connection with the actions of the Authority's officers, employees and agents under this Agreement.

Section 5 - Term.

The term of this Agreement shall commence upon the date first written above. This Agreement shall be in full force and effect until all of the benefit assessments have been paid in full or deemed no longer outstanding. The Municipality may opt-out of continuation in the program at any time on sixty (60) days advance notice to the Authority, provided that the provisions of this Agreement shall continue with regard to benefit assessments assessed prior to such termination date until those benefit assessments have been paid in full or are no longer outstanding.

Section 6 -Default.

Each party shall give the other party written notice of any breach of any covenant or agreement under this Agreement and shall allow the defaulting party 30 days from the date of its receipt of such notice within which to cure any such default or, if it cannot be cured within the 30 days, to commence and thereafter diligently pursue to completion, using good faith efforts to effect such cure and to thereafter notify the other party of the actual cure of any such default. The parties shall have all other rights and remedies provided by law, including, but not limited to, specific performance, provided however, in no event shall either party have the right to terminate this Agreement prior to the expiration of the Term, except as provided in accordance with Section 5 of this Agreement.

Section 7 - Miscellaneous Provisions.

(a) **Assignment or Transfer.** Except as provided in Section 3(d) hereof, a party may not assign or transfer its rights or obligations under this Agreement to another unit of local government, political subdivision or agency of the State of Connecticut or to a private party or entity without the prior written consent of the other party and, if required, the prior approval of the holders of the Authority's bonds, notes or other obligations. If approval of the assignment by the holders of the Authority's bonds, notes or other obligations is required, such approval shall be obtained in accordance with the indenture or other documents entered into by the Authority in connection with the bonds, notes or other obligations.

(b) **Amendment and Termination.** After the Authority sells and issues its bonds, notes or other obligations to finance the costs of the commercial sustainable energy program, this Agreement may not be amended or terminated by the parties without the prior approval of the holders of the Authority's bonds, notes or other obligations, which approval shall be obtained in accordance with the indenture or other documents entered into by the Authority in connection with the bonds, notes or other obligations.

(c) **Severability.** If any clause, provision or section of this Agreement is held to be illegal or invalid by any court, the invalidity of the clause, provision or section will not affect any of the remaining clauses, provisions or sections, and this Agreement will be construed and enforced as if the illegal or invalid clause, provision or section has not been contained in it.

(d) **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, and all of which together shall constitute but one and the same instrument.

(e) **Notices.** All notices, requests, consents and other communications shall be in writing and shall be delivered, mailed by first class mail, postage prepaid, or overnight delivery service, to the parties, as follows:

If to the Municipality:

Town of East Hampton
20 East High Street
East Hampton, CT 06424
Attention: Michael Maniscalco

If to the Authority:

Clean Energy Finance and Investment Authority
865 Brook Street
Rocky Hill, Connecticut 06067
Attention: General Counsel

(g) **Amendment and Waivers.** Except as otherwise set forth in this Agreement, any amendment to or waiver of any provision of this Agreement must be in writing and mutually agreed to by the Authority and the Municipality.

(h) **Applicable Law and Venue.** This Agreement and its provisions shall be governed by and construed in accordance with the laws of the State of Connecticut. In any action, in equity or law, with respect to the enforcement or interpretation of this Agreement, venue shall be in the State of Connecticut.

(i) **Entire Agreement.** This instrument constitutes the entire agreement between the parties and supersedes all previous discussions, understandings and agreements between the parties relating to the subject matter of this Agreement.

(j) **Headings.** The headings in this Agreement are solely for convenience, do not constitute a part of this Agreement and do not affect its meaning or construction.

(k) **Affirmation of Applicable Executive Orders.** To the extent applicable to this Agreement, Municipality acknowledges that it will be required to comply with the provisions of any applicable existing Governor Executive Orders related to this Agreement.

[Remainder of this Page Intentionally Left Blank]

IN WITNESS WHEREOF, the Municipality and the Authority have each caused this Agreement to be executed and delivered as of the date indicated above:

(SEAL)

ATTEST:

TOWN OF EAST HAMPTON

Sandra M. Wulke
Sandra M. Wulke

By: [Signature]
Michael Maniscalco
Its: Town Manager

**CLEAN ENERGY FINANCE AND
INVESTMENT AUTHORITY**

[Signature]
By: [Signature]
Bryan T. Garcia, President



**FAIR HOUSING RESOLUTION
TOWN OF EAST HAMPTON, CT**

TOWN COUNCIL

Mark Philhower

Chairman

Tim Feegel

Vice Chairman

Pete Brown

Brandon Goff

Eric Peterson

Kevin Reich

Alison Walck

Whereas, All persons are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and

Whereas, Federal fair housing laws require that all individuals, regardless of race, color, religion, sex, handicap, familial status or national origin, be given equal access to all housing-related opportunities, including rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and

Whereas, Connecticut fair housing laws require that all individuals, regardless of race, creed, color, national origin, ancestry, sex, marital status, age, lawful source of income, familial status, learning disability, physical or mental disability, sexual orientation, or gender identity or expression be given equal access to all housing-related opportunities, including rental and home ownership opportunities, and be allowed to make free choices regarding housing location; and

Whereas, the Town of East Hampton is committed to upholding these laws and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice.

NOW THEREFORE, BE IT RESOVED, That the Town of East Hampton hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase, obtain financing and enjoy all other housing-related services of their choice on a non-discriminatory basis as provided by state and federal law; and

BE IT FURTHER RESOLVED, That the Chief Executive Officer of the Town of East Hampton or his designated representative is responsible for responding to and assisting any person who alleges to be the victim of an illegal discriminatory housing practice in the Town of East Hampton and for advising such person of the right to file a complaint with the State of Connecticut Commission on Human Rights and Opportunities (CHRO) or the U.S. Department of Housing and Urban Development (HUD) or to seek assistance from the CT Fair Housing Center, legal services, or other fair housing organizations to protect his or her right to equal housing opportunities.

Adopted by the Town of East Hampton on Tuesday, May 24, 2022

Mark Philhower, Town Council Chairman

Kelly Bilodeau, Town Clerk

RESOLUTION

East Hampton Town Council

A Resolution Allocating American Rescue Plan Funds
Number 3

Draft – May 19, 2022

WHEREAS, the American Rescue Plan was approved in March 2021 and includes State and Local Fiscal Recovery Funds (SLFRF) to be distributed to state, local and Tribal governments across the country, including the Town of East Hampton, and

WHEREAS, the Town of East Hampton will receive \$3,788,167.51 under the program to be used as authorized in the guidance issued by the US Department of the Treasury, and

WHEREAS, the Town of East Hampton has designated its entire allocation as lost public sector revenue under US Department of the Treasury regulations that authorize municipalities to utilize up to \$10 million of the individual municipality’s SLFRF distribution as a replacement to lost public sector revenue, and

WHEREAS, funds used to replace lost public sector revenue may be used for the provision of government services at the discretion of the municipality with some limitations as indicated in the guidance, and

WHEREAS, the Town of East Hampton will determine specific expenditures via the Town Council pursuant to Resolution, and

WHEREAS, the Town of East Hampton anticipates certain capital improvements and expenditures as identified in the FY23 Capital Improvements Plan and the estimated amount of these certain capital improvements, which are a subset of the overall Plan, is \$722,100, some of which may be covered by other funding sources.

NOW, THEREFORE, BE IT RESOLVED by the Town of East Hampton Town Council, to hereby allocate funds for actual costs of the projects identified in Exhibit A attached hereto in an amount up to \$710,100 of the Town’s SLFRF lost revenue distribution for the purpose of funding the capital cost of the identified projects up to the amount identified in Exhibit A to be purchased or undertaken in or about fiscal year 2023.

BE IT FURTHER RESOLVED, that the Town Manager and the Finance Director take appropriate steps to identify and earmark these funds for this purpose including moving the funds to an appropriate holding or expenditure account or fund.

Approved this 24th day of May, 2022.

TOWN COUNCIL

ATTEST

Mark Philhower, Chairperson

Kelly Bilodeau, Town Clerk

Exhibit A
Anticipated Capital Improvement Plan Expenditures

	Project Estimated Cost	ARPA Funding	Other Sources
CCTV Upgrade	\$ 35,000	\$ 35,000	
Building Automation Controller	\$ 13,400	\$ 3,400	\$ 10,000
Gymnasium Floor Refinish (Center School)	\$ 14,500	\$ 14,500	
LED Lighting Conversions - Interior/Exterior (All Education Buildings)	\$ 25,000	\$ 25,000	
Concrete Stair Repair	\$ 7,500	\$ 7,500	
Cross Country Track Repair/Widen (Middle School)	\$ 8,000	\$ 8,000	
Elevator Update - Center School	\$ 34,000	\$ 34,000	
School Technology (Various Projects)	\$ 314,700	\$ 314,700	
Siding Repair - Community Center	\$ 30,000	\$ 30,000	
Exterior Paint - Community Center	\$ 50,000	\$ 50,000	
Interior Paint - Senior Center	\$ 15,000	\$ 15,000	
Interior Finishes	\$ 10,000	\$ 10,000	
Replace Town Hall Server	\$ 20,000	\$ 20,000	
Roof Replacement - Co 1	\$ 38,000	\$ 38,000	
Turnout gear	\$ 5,000	\$ 3,000	\$ 2,000
Cruisers and Conversion - Vehicle Sinking Fund	\$ 57,000	\$ 57,000	
Sidewalk repair and replacement	\$ 15,000	\$ 15,000	
Long Hill Drainage	\$ 10,000	\$ 10,000	
Hales Brook Crossing Lake Drive	\$ 20,000	\$ 20,000	
	\$ 722,100	\$ 710,100	\$ 12,000

Town of East Hampton
Middlesex County, Connecticut

DRAFT – May 19, 2022

Ordinance No. 2022.02

**An Ordinance Amending the Code of the Town of East Hampton
Regarding Solid Waste and Transfer Station**

WHEREAS, the Town of East Hampton is authorized and required under Connecticut State Statutes to make certain provisions for the collection, recycling and disposal of solid waste, and;

WHEREAS, the public health, safety and general welfare of the Town of East Hampton will be best served by requiring the collection and disposal at disposal sites licensed or permitted by the State of Connecticut by licensed and permitted solid waste haulers or solid waste collectors of all solid waste generated within the boundaries of the Town, and;

WHEREAS, the public health, safety and general welfare of the Town of East Hampton will be best served by reducing the amount of solid waste by encouraging and requiring the recycling of certain materials, and;

NOW, THEREFORE, pursuant to Section 2.4 of the Town of East Hampton Charter, the Town Council of the Town of East Hampton does hereby ordain as follows:

Section 1: Chapter 269 regarding Solid Waste and Chapter 138 regarding Transfer Station of the Code of the Town of East Hampton are hereby repealed in their entirety and replaced with the following:

ARTICLE I

Storage, Collection and Disposal of Solid Waste

269-1. Findings.

The accumulation, collection, removal and disposal of solid waste must be controlled by the Town of East Hampton for the protection of the public health, safety, and general welfare. It is consequently found and declared that:

- A. The Town of East Hampton is authorized by law to regulate the disposition of solid waste generated within its boundaries and to collect a charge therefor and to license solid waste collectors; and
- B. The public health, safety and general welfare of the Town of East Hampton will be best served by requiring the collection and disposal at disposal sites licensed or permitted by the State of Connecticut by licensed and permitted solid waste haulers or solid waste collectors of all solid waste generated within the boundaries of the Town; and
- C. The public health, safety and general welfare of the Town of East Hampton will be best served by reducing the amount of solid waste by encouraging and requiring the recycling of certain materials; and

- D. The Town of East Hampton is required by law to make provisions for the separation of recyclables from solid waste generated within the boundaries of the Town of East Hampton.
- E. The enactment of this article is in furtherance of the municipality's regional Solid Waste Management Plan.

§ 269-2. Definitions.

As used in this article, the following terms shall have the following meanings:

ANTIFREEZE shall mean a substance of low freezing point added to a liquid, especially to the water in a radiator of an automobile, e.g., ethylene glycol, or to gasoline in the tank to prevent freezing.

APARTMENT shall mean a group of rooms located within a structure comprising a single, habitable unit used, or intended to be used, for living, sleeping, cooking, and eating in a building.

BATTERY (DRY-CELL STORAGE TYPE) shall mean a device used for generating electric current through a chemical reaction, including, but not limited to, nickel-cadmium batteries, carbon batteries, and alkaline batteries.

BULKY WASTE shall mean tree trunks, stumps, building materials, and such other items as are defined as bulky waste per DEP regulations.

BULKY WASTE SITE shall mean any facility owned, rented, or leased by the town, now or in the future, which is specifically set aside for the disposal of bulky waste.

BRUSH shall mean bushes, shrubs, small trees, or tree branches.

CARDBOARD shall mean corrugated boxes and similar corrugated and kraft paper materials which have a minimum of contamination by food or other material.

COLLECTOR shall mean any person who hires himself out to collect solid waste from residential, business, commercial, or other establishments.

COMMERCIAL SOLID WASTE COLLECTION shall mean the collection and/or disposal of solid waste for purposes of making a profit.

COMMINGLED RECYCLABLE MATERIALS shall mean source-separated, non-putrescible recyclable materials that have been mixed at the source of generation, i.e. placed in the same container.

CONDOMINIUM shall mean individual ownership in fee simple of a residential dwelling unit located in a detached dwelling, an attached dwelling, a semi-attached dwelling, or a multifamily dwelling, with ownership of an undivided interest held in common with all of the other owners of the dwelling units contained in a community housing development.

DEEP shall mean the State of Connecticut Department of Energy and Environmental Protection.

DIRECTOR OF PUBLIC WORKS or DIRECTOR shall mean the director of public works or the designee of the town manager assigned the responsibilities of the director of public works as they relate to this Chapter.

DUMPING shall mean depositing, discharging, placing, and disposing of solid waste.

GARBAGE shall mean all putrescible animal and vegetable wastes resulting from the handling, preparation, cooking, and consumption of food.

GLASS FOOD CONTAINER shall mean any glass container used to package food or beverage products suitable for human or animal consumption.

GRASS CLIPPINGS shall mean grass and other trimmings from the care of a lawn, with a minimum of contamination by pesticides.

HAZARDOUS WASTE — Pathological, biological, cesspool or other human wastes, human and animal remains, radioactive, toxic, and other hazardous wastes which, according to federal, state or local rules or regulations from time to time in effect, require special handling in their collection, treatment or disposal, including those regulated under 42 U.S.C. §§ 6921 to 6925 and regulations thereunder adopted by the United States Environmental Protection Agency pursuant to the Resource Conservation Act of 1976, 90 Stat. 2806, 42 U.S.C. § 6901, such as cleaning fluids, crank-case oils, cutting oils, paints, acids, caustics, poisons, drugs, fine powdery earth used to filter cleaning fluid and refuse of similar nature.

HDPE shall mean a high-density polyethylene bottle or jar used to package food, household laundry products, or crankcase oil. The acronym "HDPE" and the code number "2" appear on the base of these containers.

INTERMEDIATE PROCESSING CENTER (IPC) shall mean a facility which can recycle any item or items and market or deliver for reuse the resulting material product or products.

LEAVES shall mean the foliage of trees, bushes, and other plants with a minimum of contamination by rocks, sticks or branches, plastic and pesticides.

MAGAZINES shall mean catalogs, magazines, or other similar printed matter.

METAL FOOD CONTAINER shall mean an aluminum, bi-metal, steel, tin-plated steel, or other metallic cans, or any plate or tray used to package food or liquid products suitable for human or animal consumption.

MUNICIPAL SOLID WASTE or MSW shall mean solid waste from residential, commercial, and industrial sources, excluding hazardous waste, approved recyclable items, bulky waste, sewage sludge, and scrap metal, as determined by DEP.

NEWSPAPER shall mean any used or discarded unsoiled newsprint, including all parts of the newspaper.

NONRESIDENTIAL SOURCE shall mean any source of solid waste that is not considered "residential." Business, hospitals, motels, hotels, and schools are examples of non-residential sources.

PERMITTEE shall mean a person, or a person's agent or employee, who has obtained a permit pursuant to Article III.

PERSON shall mean any institution, public or private corporation, individual, partnership, or other entity.

PET or PETE shall mean a polyethylene terephthalate container used to package beverages. The acronym "PET" and code number "1" appear on these containers.

RECYCLABLES or RECYCLABLE MATERIALS shall mean materials which have been so designated to include, but not be limited to, those materials designated as recyclable under the Connecticut General Statutes, as amended, and the regulations of the DEP, as amended, including, but not limited to, newsprint, glass jars and bottles, cans (aluminum and other metals), corrugated boxes, cardboard, cardboard cartons, waste motor oil, plastic polyethylene terephthalate and high-density polyethylene, car batteries, office paper, computer paper, scrap metal, and other items which may now or in the future be designated as recyclable by the Department of Energy and Environmental Protection.

RECYCLING shall mean the processing of solid waste to reclaim material therefrom.

RECYCLING CONTAINER shall mean a specifically marked container for collecting recyclable materials separate from the solid waste collection.

REGULATIONS shall mean a set of requirements adopted and amended from time to time by resolution of the town council as to the collection and disposal of municipal solid waste at town facilities.

RESIDENT shall mean (a) in the case of individuals, those who reside, own real property, or operate a business in the town; (b) in the case of all other persons, those having a place of business in the town.

RESIDENTIAL DWELLING UNIT shall mean each individual home or a group of rooms located within a structure comprising a single, habitable unit used, or intended to be used, for living, sleeping, cooking, and eating, and so occupied by one (1) family.

RUBBISH shall mean any ashes, cans, bottles, earth, wire, glass, broken kitchenware, appliances, boxes, papers, mattresses, and other materials of like nature that is not garbage nor recyclable materials.

SCHEDULE OF FEES shall mean the schedule adopted and amended from time to time by the town council.

SCRAP METAL shall mean used or discarded items made of ferrous metals, aluminum, brass, copper, lead, chromium, tin, nickel, or alloys thereof including, but not limited to, appliances and metal containers.

SCRAP TIRES shall mean discarded rubber or synthetic rubber tires.

SOLID WASTE — Unwanted or discarded materials consistent with the meaning of that term pursuant to § 22a-260(7) of the Connecticut General Statutes, excluding semi-solid or liquid materials collected and treated in a sewerage system.

SOLID WASTE COLLECTOR — Includes any person, firm or corporation engaged in the business of collecting and transporting commercial, household or industrial solid waste for hire within the Town of East Hampton.

SOLID WASTE DISPOSAL AREA shall mean any facility approved by the town for ultimate disposal of wastes.

SOURCE SEPARATE shall mean to separate recyclable materials from the solid waste stream at the point of waste generation.

TOWN shall mean the Town of East Hampton, a municipal corporation located in Middlesex County, in the State of Connecticut.

TOWN MANAGER shall mean the town manager or any other town employee as the town manager may designate.

TRANSFER STATION or **REFUSE DISPOSAL AREA** shall mean the solid waste transfer facility area or areas within the town as designated by the town council.

WASTE OIL shall mean crankcase oil that has been utilized in internal combustion engines.

WHITE OFFICE PAPER shall mean used or discarded high-grade white paper including, but not limited to, white paper utilized for envelopes, writing, typing, printing, green bar computer printer, and photocopying which is suitable for recycling and which has a minimum of contamination. Office paper generated by households is excluded.

YARD WASTE shall mean leaves, grass clippings, branches, and other vegetation matter.

§ 269-3. Removal of Solid Waste required.

All property owners shall remove or cause to be removed by a solid waste collector licensed by the Town of East Hampton all solid waste accumulations from their property for disposal at a properly licensed and permitted disposal site or transfer station. Solid waste must be removed on a regular basis to prevent unhealthy, unsafe or otherwise deleterious accumulation and in accordance with the requirements of this chapter.

§ 269-4. Solid waste collection policy.

Collection, removal and disposal of solid waste accumulations shall be in accordance with the following conditions:

- A. Solid waste shall only be set out for collection and/or removed when it is stored in Town-approved containers and is properly placed along a Town-owned or state-

owned public right-of-way, in the right-of-way of an approved subdivision road not presently accepted or at another location on the property owner's property upon mutual agreement with the solid waste collector.

- B. All solid waste and recycling containers must be kept reasonably clean and stored in such a place so as not to constitute a nuisance or otherwise be objectionable.
- C. Solid waste shall not be allowed to accumulate, and collection service must be provided on a regular and continuing basis.
- D. Solid waste containers may not be placed at curbside prior to 4:00 p.m. the day before scheduled collection and must be removed from curbside no later than 7:00 a.m. the day after collection.
- E. Items designated as recyclables shall be separated and placed for collection in accordance with this chapter.
- F. Solid waste shall not include any item deemed unacceptable under applicable law or by the solid waste collector.
- G. The following solid waste shall be considered not acceptable for collection:
 - (1) Material which has not been prepared, bound, containerized and/or placed for collection in accordance with the rules and regulations of the Town of East Hampton.
 - (2) Materials and waste resulting from the repair of buildings or structures, such as earth, stone, concrete, plaster, mortar and roofing material, trees or tree stumps over six inches in diameter, junkyard wastes, dangerous material or substances such as poisons, acids, caustics, sanitary wastes, infected materials, explosives or radioactive material, auto-car bodies, fine powdery earth used to filter cleaning fluid or solid waste of similar nature.
 - (3) Body wastes or solid industrial wastes.
 - (4) Bulky waste which has a dimension in excess of six feet and/or exceeds 300 pounds in weight.
- H. Any solid waste or rubbish left in public view, not in accordance with the provisions of this article, shall be deemed a public nuisance and a violation of the article.

§ 269-5. Separation of recyclables required.

Any person who generates solid waste shall separate recyclables from nonrecyclables in accordance with the requirements of the solid waste collector or the facility collecting and/or processing the recyclable material. No person shall dispose of recyclables except in accordance with this article.

§ 269-6. Provision of Receptacles.

Every person owning or operating multifamily units, public housing units, commercial, industrial, or other nonresidential premises where recyclables are created or generated shall provide, or cause to be provided, sufficient areas and/or receptacles on the premises for the separation and storage of recyclable materials. All recycling receptacles must be clearly labeled.

§ 269-7. Penalties for offenses

Violations of any provisions of this article shall be an infraction. Any person who violates any provisions of this article shall be fined an amount not to exceed \$100 for each offense. Each day on which an offense occurs shall be deemed a separate offense.

ARTICLE II

Solid Waste Collectors

§ 269-8. License required for solid waste collection.

All solid waste accumulated in the Town of East Hampton shall be collected, conveyed and disposed of by the Town of East Hampton or by persons licensed by the Town of East Hampton to perform such work in accordance with the provisions of this article and in accordance with other local, state or federal regulations, as may apply. No solid waste collected from outside the Town of East Hampton shall be disposed of under a license or registration issued pursuant to this article.

§ 269-9. Solid waste collector's responsibilities and obligations.

- A. Solid waste collectors operating in East Hampton shall be required to provide solid waste collection and disposal in accordance with this chapter including collection and disposal of recyclable materials.
- B. No licensee shall deliver any solid waste to any final place for disposal that is not licensed or permitted by the State of Connecticut or is incapable of accepting such solid waste at the time of delivery.
- C. Construction and maintenance of vehicles and containers. All vehicles registered to collect and transport solid waste shall be automatic unloading vehicles of a watertight construction and shall be maintained free of obnoxious odors and accumulated solid waste. Any such vehicle with a capacity in excess of 10 cubic yards shall be of a closed construction. A container utilized primarily for non-liquid solid waste need not be of watertight construction and shall be completely enclosed and maintained free of obnoxious odors and accumulated solid waste. If any such vehicle shall have a capacity

of less than 10 cubic yards, it may have an open top, provided that it be covered when it is in motion, to prevent the escape of solid waste.

§ 269-10. Licensing of solid waste collectors; registration of vehicles.

- A. Licensing and registration authority designated. The Director of Public Works shall be the licensing and registration authority for solid waste collectors, vehicles and containers. The Director of Public Works shall grant a license within a reasonable period of time following the filing of a proper application and payment of the prescribed fees, as outlined in Subsections B and D below, unless it is found that one or more of the following conditions prevail:
- (1) The applicant has been irresponsible in the conduct of solid waste collection and hauling operations based upon previous suspensions and/or revocations of licenses; or
 - (2) The applicant lacks suitable equipment with which to collect solid waste in a safe and nuisance-free manner and in compliance with this article.
 - (3) The applicant lacks the ability, rights or privileges to properly dispose of solid waste collected at a properly licensed and permitted disposal site or transfer station.
- B. License required. Each solid waste collector shall apply annually, on or before July 1, for a license from the Director of Public Works on such form or forms as shall be prescribed to engage in the business of solid waste collection in the Town of East Hampton. An annual licensing fee as set from time to time by the Town Council shall be paid prior to the issuance of any such license.
- C. Registration of vehicles and containers. Each licensed solid waste collector shall obtain a separate registration for each vehicle used to collect, transport and/or deposit solid waste in the Town of East Hampton or its system.
- D. Registration term, fee, renewal. All registrations shall be issued for a term not to exceed one year and shall be renewable on or before July 1 each year. The registration fee for each vehicle and/or container with a capacity of 10 or more cubic yards and for each vehicle and/or container of a capacity of less than 10 cubic yards shall be as set from time to time by the Town Council. Containers of less than one cubic yard shall not be subject to the registration and fee requirement.
- E. Reinspection upon sale or transfer of vehicle during registration year. Whenever a duly registered vehicle is sold or transferred to another solid waste collector licensed in the Town of East Hampton during the registration year, said vehicle shall be reinspected within seven days of such transfer date, but no additional fees shall be required.

- F. Display of registration. The registration issued shall be conspicuously displayed on the left front of the body of each vehicle or container so licensed, or as may be directed.
- G. License nontransferable. Licenses are not transferable. When any licensee shall sell or transfer all or part of his business to any solid waste collector not licensed in the Town of East Hampton, he shall first notify the Director of Public Works in writing, no less than 10 days prior to the sale date, and the transferee shall, at the same time, make application for a license to operate in the Town of East Hampton.

§ 269-11. Revocation or suspension of license or registration.

- A. General. A license to engage in solid waste collection in the Town of East Hampton and to use other solid waste facilities provided by the Town of East Hampton is a privilege, not a right. Failure to comply with the provisions of this article shall be grounds for revocation or suspension of any license or registration issued under the provisions of this article, in addition to any other penalty imposable by law.
- B. Notice requirement. Revocation or suspension shall only become effective 10 calendar days after receipt of written notice from the Director of Public Works.
- C. Request for review, filing, effect of failure to file. If a solid waste collector objects to the Director of Public Works's action described in Subsection B above, to revoke or suspend his license or registration, he may, within five calendar days of receipt of said notice, file a written request for review with the Town Manager. Failure to timely file such request for review shall make the Director of Public Works's action final and binding upon the solid waste collector.
- D. Effect of timely filing. Timely filing of such request for review shall operate as an automatic stay of the Director of Public Works's action.
- E. Hearing. The Town Manager shall, within 15 days, hear and decide the matter. Such hearing shall be private, except, however, such hearing may be public if so requested, in writing, by the solid waste collector. The decision of the Town Manager shall be final and binding upon the solid waste collector.
- F. Notwithstanding anything to the contrary herein, the Director of Public Works shall have power to refuse permission to a solid waste collector to provide services within the Town when, in his opinion, such solid waste collector has violated this article or any other applicable rule or regulation.

§ 269-12. Promulgation of rules and regulations.

- A. The Director of Public Works shall administer the licensing of any solid waste collector engaged in the collecting and transporting of solid waste in the Town of East Hampton.

- B. The Director of Public Works shall, when considering an application for a solid waste collection license, including renewal, ascertain that the applicant has adequate liability insurance and appropriate contracts or agreements for disposal of solid wastes to be collected.
- C. The Director of Public Works may promulgate additional collection and disposal procedures from time to time as he deems proper, but such rules shall not be inconsistent with this article. Any such procedure, however, must first be approved by the Town Manager.

§ 269-13. Penalties for offenses

Violations of any provisions of this article shall be an infraction. Any person who violates any provisions of this article shall be fined an amount not to exceed \$100 for each offense. Each day on which an offense occurs shall be deemed a separate offense.

ARTICLE III

Transfer Station

§ 269-14. Transfer station established.

The Town of East Hampton has established and shall maintain a transfer station or refuse disposal area at a permanent location for the purpose of accepting certain solid waste items except those solid wastes and recyclables that are collected at the curbside and hazardous wastes as determined from time to time and in accordance with the rules and regulations established by the director of public works and the town manager.

§ 269-15. Hours of operation.

The transfer station shall normally be open at least once per week on Saturdays, except on legal holidays, and may be open on such other day, days or hours that the Town Manager may designate.

§ 269-16. Use by residents.

Any resident may dispose of solid waste in the transfer station, provided the vehicle bears the identification sticker described in section 269-23, and such disposal is in accordance with the provisions of this article.

§ 269-17. Use by nonresidents; permit required.

A person who is a non-resident may dispose of accepted solid waste in the transfer station, provided that said solid waste is a direct result of work, operations, or business undertaken by said person, whether by contract or otherwise, in the Town, and that said person obtains a permit from the Director, each such permit requiring payment of a fee as may be set from time to time by the Town Council and expiring after 10 days; except that nonresident solid waste collectors shall be governed by the provisions of § 269-17.

§ 269-18. Nonlocal solid waste prohibited.

No person, whether a resident or non-resident, may dispose of solid waste in the transfer station when such solid waste is the direct result of work, operations, or business undertaken by him, whether by contract, or otherwise, in a location or area outside the Town. However, the Town Manager, upon approval of the Town Council, may enter into agreement with another municipality or agency for convenience, and may negotiate fees for the use of the transfer station.

§ 269-19. Tree trunks, stumps, bulky waste, demolition materials.

No person may dispose of tree trunks measuring eight inches or more in diameter at the butt or largest end, or stumps at the transfer station. Other bulky waste material, demolition materials, junk motor vehicles and farm machinery are not permitted in the transfer station except as specifically allowed. Acceptable bulky waste shall include, but may not be limited to, large and/or heavy waste items such as empty refrigerators with doors off, washing machines, stoves, household furniture, etc., and other similar material that cannot be broken down.

§ 269-20. Garbage and hazardous waste prohibited.

Disposal of any garbage or hazardous waste as defined herein and by appropriate state or federal laws or regulations by any person in the transfer station is prohibited. Prohibited materials shall include, but not be limited to, explosives, pathological and biological waste, infected material, chemicals, radioactive materials, any kind of material containing hot coals or fire, oil sludges, highly inflammable substances, cesspool or other human wastes, human and animal remains, motor vehicles, by-product wastes such as rubber, leather and plastics, farm and other large machinery, liquid wastes, construction material and demolition debris.

§ 269-21. Placement of solid waste in disposal area.

Any person disposing of solid waste in the transfer station shall dispose of such solid waste by dumping or otherwise in specific locations as determined by, and under the supervision of, the custodian of the transfer station. No solid waste may be tossed over the fence or left on the roadside adjacent to the transfer station at any time.

§ 269-22. Scavenging prohibited.

Scavenging at the transfer station is prohibited unless specifically allowed by the Director.

§ 269-23. Trespassing; vehicle identification stickers.

No person shall enter or be permitted within the transfer station except during the hours when the area is open to the public and the custodian is on duty. Vehicles using the transfer station shall be required to obtain a vehicle identification sticker to permit entry to the site. Said vehicle identification sticker shall be obtained after payment of a fee as established from time to time by the Town Council and shall be affixed to the windshield of the vehicle in accordance with instructions.

§ 269-24. Covered loads.

Any vehicle or trailer carrying solid waste to the transfer station shall carry such solid waste, either by covering it or protecting it or in some suitable manner, so that such solid waste shall not blow or fall off the vehicle or trailer.

§ 269-25. Maintenance of area.

The custodian of the transfer station shall compact solid waste for transit, segregate materials and maintain the disposal area in accordance with state and local regulations.

§ 269-26. Penalties for offenses

Violations of any provisions of this article shall be an infraction. Any person who violates any provisions of this article shall be fined an amount not to exceed \$100 for each offense. Each day on which an offense occurs shall be deemed a separate offense.

Section 2: This ordinance is effective immediately upon its adoption and publication in accordance with Connecticut Statutes.

Approved this ____ day of _____, 2022.

TOWN COUNCIL

ATTEST

Mark Philhower, Chairperson

Kelly Bilodeau, Town Clerk

**TOWN OF EAST HAMPTON
AGENDA REPORT**

DATE: May 24, 2022

SUBJECT: 2022/23 Public Water System Operating Budget & Water Rate Recommendation
First Reading

DEPARTMENT: WPCA

RECOMMENDED MOTION –to send the 2022/23 Operating Budget for the two Community Water Systems owned by the Town and operated by the WPCA to a public hearing for the water rates.

BACKGROUND – Management has reviewed the operations of the two (2) public water systems as well as the projected operations costs of the new Hampton Woods system and has developed the following 2022/23 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 \$237,924.00 and represents an increase of 1.93% or \$4500.00 over last year. This is due to increased Capital Contributions and the required cleaning of the storage tanks.

Village Center Water System

The VCWS continues to perform within parameters. The treatment plant, built in 2009, has begun to experience an increase in call-outs as a result of mechanical failures. To date these issues have been minor, within budget and has not affected water quality. The media in several of the greensand filters is nearing the end of its useful life and we will be doing change outs every fiscal year. We will continue to monitor water quality to determine the optimum time to schedule a change-out. This is an expensive process and has been budgeted for in FY 22-23.

We did not experience any violations under the Safe Water Drinking Act for FY 21-22. VCWS revenues are tracking behind projections mostly due to the billing being a month behind.

Royal Oaks Water System

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. The pursuit of additional greensand filter change outs needs to be the focus for FY 22-23. We will need to replace both pumps for well #3 & #4 again this year, which are continuing fail due to high iron content. This year the storage tank inspection has become due and is included in the budget.

We experienced no violations for water quality parameters in FY 21/22.

ROWS revenues are tracking behind also because of the billing schedule. management expects revenues will support the operation of the system for this fiscal year.

Hampton Woods Water System

The HWWS is relatively 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 that is still being constructed. 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 2022/23 budget of \$237,924.00 will not require a change in rates for FY 22-23.

The Monthly commodity cost will remain at \$11.50/1000 gallons.

The Monthly meter cost will remain at \$40.00.

Avg. Monthly Cost	VCWS Residential	ROWS Residential	Center School	Memorial School
New Rates	\$71.74	\$89.88	\$910.50	\$1,421.00
WPCA Board recommendation	No Increase /1000 gals	No Increase /1000 gals	No Increase /1000 gals	No Increase /1000 gals

ALTERNATIVE ACTIONS – at the discretion of the Town Council

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



Office of the WATER POLLUTION CONTROL AUTHORITY

Scott Clayton

sclayton@easthamptonct.gov

2022–23 Public Water Systems Operation Budget

63-59-0000-XXXX VCWS

63-59-0590-XXXX ROWS

63-59-0593-XXXX HWWS

Presented to WPCA: April 5, 2022

Recommended by WPCA: May 10, 2022

First Reading Date: May 24, 2022

Public Hearing Date: June 7, 2022

Town Council Adoption: June 14, 2022

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

2022-23 Individual Water System Expense Breakdown

	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	5,820	4,778	3,085	1,899	15,582
DOHS Water Quality Testing	5,610	4,488	3,060	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.	14,950	19,100	2,350	250	36,650
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.	800	800		0	
VFD for R.O. pump	n/a	n/a	n/a	n/a	
Storage tank cleaning	n/a	4,500	n/a	n/a	
Well Driller	0	0		0	
5436 - UTT/Oper. Labor	18,000	18,000		4,506	40,506
5490 - Other Purch. Property Scrvs	400	400		150	950
Locate leaks/R & R meter & radio	400	400		150	
5520 - Prop/Liab Ins (Inc 10%)	1,317	2,124	300	2,124	5,865
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	3,729	9,879	196	3,992	17,795
Billing Administration (112 cust.)	2,979	7,879	96	3,267	
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	300
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	21,171	21,171	0	6,700	49,042
5990 - Contingency	1,200	900	300	1,200	3,600
TOTAL	87,865	102,540	10,127	37,392	237,924
Approved Operating Budget 21-22	86,258	#####	10,032	37,054	233,424
"+/-	1,607	2,460	95	338	4,500
"+/-	1.86%	2.46%	0.95%	0.90%	1.93%

Board recommendation

**East Hampton Water Pollution Control Authority
Community Water Systems Fiscal Year Budget - 2022-23**

REVENUES

Residential Consumption Estimated			
	VCWS	ROWS	HWWS
daily consumption (gals.)	6,000	12,000	4,080
Est. daily cons./unit (gals.)	92	130	120
Mthly. commodity cost (\$/1000gals.)	\$11.50	\$11.50	\$11.50
Monthly commodity charge (\$)	\$31.74	\$45.00	\$41.40
Monthly meter cost (1EMU = X.XX)	\$40.00	\$40.00	\$40.00
<u>Per unit monthly cost (\$)</u>	<u>\$71.74</u>	<u>\$85.00</u>	<u>\$81.40</u>
EMU's	92	92	34
Estimated monthly revenue	\$6,600	\$7,820	\$2,768
 Est. Residential yearly revenue	 <u>\$79,200.96</u>	 <u>\$93,840.00</u>	 <u>\$33,211.20</u>
	<u>\$206,252</u>		
 Monthly meter cost (15 EMU = \$X.XX)	 Ctr. Sch. \$600.00	 Mem. Sch.	
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	
<u>Estimated monthly revenue</u>	<u>\$910.50</u>	<u>\$1,421.00</u>	
 Est. Institutional yearly revenue	 <u>\$10,926.00</u>	 <u>\$17,052.00</u>	 <u>\$27,978</u>
 Estimated total revenue 20/21	 \$90,126.96	 \$110,892.00	 \$33,211.20
			<u>\$234,230</u>
 Transfer from capital fund balance			 -\$3,694
 Proposed fiscal year Operating Budget			 \$237,924
 Annual Cost based upon 72,000 gals.	 \$1,308.00		
 Water system Fund balance (Fund 63) 6/30/19	 \$ 188,636.00		
Water system Fund balance (Fund 63) 6/30/20	\$ 196,273.00		
Water system Fund balance (Fund 63) 6/30/21	\$ 257,905.00		
Transfer from PWS Fund Balance (Fund 63) to PWS Capital (Fund 53) 6/30/21	\$ 146,000.00		
Acct 5980 funded reserve/Capital 6/30/23	\$ 42,342.00	If need transfer for budget take from here	
Unaudited Water system fund balance (Fund 63) 6/30	\$ 111,905.00		
PWS capital balance (Fund 53) 6/30/21	\$ 54,725.00		
Projected PWS capital balance (Fund 53) 6/30/22	\$ 240,725.00		
Projected PWS capital balance (Fund 53) 6/30/23	\$ 283,067.00		

APPENDIX G
WPCA
 Fiscal Year 2022/23
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	Piping Repair (ROWS)
\$30,000	2023/24	Drill New well and outfil (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
\$ 42,342 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	\$ 39,926	\$ 40,326	\$ 42,342	\$ 44,459
WATER sytem fund tranfer / Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cumulative Reserve for Capital	\$ 133,827	\$ 171,852	\$ 211,778	\$ 252,104	\$ 294,446	\$ 338,904
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	\$ 57,951	\$ 68,277	\$ 80,619	\$ 95,077
Budget Line Item 5980 Percent Increase over previous year	30%	25%	5%	1%	5%	5%
Total Budget Percent Increase over 2016/2017 Budget	30%	33%	8%	2%	2%	2%

Water sytem Fund balance (Fund 63) 6/30/20	\$ 196,273.00
Water system Fund balance (Fund 63) 6/30/21	\$ 257,905.00
Acct 5980 funded reserve/Capital (Fund 53) 6/30/21	\$ 54,725.00
Transfer /Water Ops budget / Capital 6/30/22	\$ 40,326
Unaudited Water system fund balance (Fund 63) 6/30/22	\$ 111,905.00
PWS audited capital balance (Fund 53) 6/30/21	\$ 54,725.00
Projected PWS capital balance (Fund 53) 6/30/22	\$ 240,725.00
Projected PWS capital balance (Fund 53) 6/30/23	\$ 283,066.79

VCWS F/Y 2022-23 Operating Budget - Expenditures only

Adopted:

page 1 of 1

	Actual	APPROVED			PROPOSED		
	20-21	2021-22	Spent	%	2022-23	\$	%
	EXPENSES	BUDGET	03/29/22	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.	0	500	0	100.00%	500	0	0.0%
5330 Prof/Tech Services	5,889	5,710	3,884	31.98%	5,820	110	1.9%
5430 Bldg. & Equip. M&R	47,508	14,950	7,594	49.20%	14,950	0	0.0%
5436 UTT/Oper. Labor	10,582	21,000	6,808	67.58%	18,000	(3,000)	-14.3%
5490 oth purchasedproprsv	0	150	703	-368.67%	400	250	166.7%
5520 Prop/Liab Insurance	0	1,317	0	100.00%	1,317	0	0.0%
5530 Communications	623	650	623	4.15%	650	0	0.0%
5540 Newspaper Adv.	125	100	0	100.00%	100	0	0.0%
5580 Staff Travel	1,195	1,500	542	63.87%	1,500	0	0.0%
5590 Other Purch. Serv.	2,690	3,653	2,398	34.36%	3,729	76	2.1%
5611 Supplies/ materials	5	100	0	100.00%	100	0	0.0%
5615 UNIFORMS	0	75	0	100.00%	75	0	0.0%
5622 Electricity	9,080	9,750	6,148	36.94%	9,750	0	0.0%
5627 Motor Fuel	0	600	465	22.50%	600	0	0.0%
5680 Chemicals	1,348	1,750	840	52.00%	1,750	0	0.0%
5690 Other Supp./Material	0	550	568	-3.27%	550	0	0.0%
5744 Computer Equip.	0	25	0	100.00%	25	0	0.0%
5810 Dues & Fees	819	1,155	821	28.92%	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	20,000	0	100.00%	21,171	1,171	5.9%
5990 Contingency	0	1,200	0	100.00%	1,200	0	0.0%
	\$79,864	\$89,259	\$31,394		\$87,865	(\$1,394)	-2%
					+/-		

ROWS F/Y 2022-23 Operating Budget - Expenditures only

Adopted:

page 1 of 1

	Actual	APPROVED			PROPOSED		
	2020-21	2021-22	Spent	%	2022-23	\$	%
	EXPENSES	BUDGET	03/29/22	Available	BUDGET	+/-	+/-
5110 Full Time P/R	0	600	0	100.00%	600	0	0.0%
5120 P/T P/R (19.5 hrs/wk	0	2,295	0	100.00%	2,295	(0)	0.0%
5220 Social Security	0	142	0	100.00%	142	(0)	0.0%
5221 Medicare	0	34	0	100.00%	34	(0)	-1.4%
5319 Meetings/Conf.	0	538	0	100.00%	538	0	0.0%
5330 Prof/Tech Services	7,910	6,815	2,427	64.39%	7,863	1,048	15.4%
5430 Bldg. & Equip. M&R	27,444	20,950	18,253	12.87%	21,450	500	2.4%
5436 UTT/Oper. Labor	10,900	21,000	6,970	66.81%	18,000	(3,000)	-14.3%
5490 oth purchasedproprsrt	383	300	766	-155.33%	400	100	33.3%
5520 Prop/Liab Insurance	0	2,424	0	100.00%	2,424	0	0.0%
5530 Communications	623	1,250	624	50.08%	1,250	0	0.0%
5540 Newspaper Adv.	175	100	0	100.00%	100	0	0.0%
5580 Staff Travel	1,194	1,500	542	63.87%	1,500	0	0.0%
5590 Other Purch. Serv.	7,319	9,872	6,472	34.44%	10,075	203	2.1%
5611 Supplies/ materials	4	87	0	100.00%	87	0	0.0%
5615 UNIFORMS	0	150	0	100.00%	150	0	0.0%
5622 Electricity	7,351	9,750	4,227	56.65%	9,750	0	0.0%
5627 Motor Fuel	0	650	0	100.00%	650	0	0.0%
5680 Chemicals	4,008	9,750	2,520	74.15%	9,750	0	0.0%
5690 Other Supp./Material	910	350	0	100.00%	350	0	0.0%
5741 Machinery & Equipmer	22,771	0	0	0.00%	0	0	0.0%
5744 Computer Equip.	0	50	0	100.00%	50	0	0.0%
5810 Dues & Fees	821	1,339	861	35.70%	1,339	(0)	0.0%
5893 Claims & settlements	0	0	0	0.00%	0	0	0.0%
5923op TRANS TO wpca cap	0	1,500	0	100.00%	1,500	0	0.0%
5980 Res. For Cap & NR	0	20,000	0	100.00%	21,171	1,171	5.9%
5990 Contingency	0	1,200	0	100.00%	1,200	0	0.0%
	\$91,813	\$112,646	\$43,662		\$112,667	\$21	0%



ECONOMIC DEVELOPMENT COMMISSION

Economic Development Commission Report to the Town Council Regarding Business Incentive Program Application by Global 66

Report Approved May 17, 2022

Dear Members of the Town Council,

Matt Miguel Reich
Chairman

Jase Doane

Marlene Geary

Jordan Higgins

Walt Jedziniak

Ted Turner

On February 18, 2022, Town Manager Cox submitted to members of the Economic Development Commission an application by Mr. Wayne Rand and Global 66, LLC for the town's Business Incentive Program. Upon receiving the application, the commission began its work to review the submitted application and seek additional information. The commission met with Mr. Rand, representing the application/applicant during the commission's regularly scheduled meeting on March 15, 2022. The commission sought further information from Mr. Rand and discussed the application again during its regularly scheduled meeting on Tuesday, April 19, 2022.

The commission voted 5-1 to award the application a **score of 47 points per the Town ordinance**. The scoring was determined through review of the ordinance and submitted application, consulting with the Town Manager and the Planning & Zoning Official, discussion with and questions posed to Mr. Rand, reviewing information provided by the Town Assessor, and consulting the minutes and scoring of the prior Business Incentive Program application by Mr. Rand and KOCO Daycare.

The following is how the commission scored the application based on category:

- Location; corporation; TIF District: 6 points out of 10 points
- Use: 5 points out of 10 points
- Brownfields: 0 points out of 10 points
- Use of a vacant property: 0 points out of 10 points
- Number of jobs created: 5 points out of 10 points
- Cost of services to the Town: 5 points out of 5 points
- Design of the building or renovation: 10 points out of 10 points
- Sustainable building: 2 points out of 10 points
- Amount invested: 14 points out of 15 points

Total: 47 points of out 90 points

The score places the application in the second-tier benefit range of 70% of fixed assessment abated for 3 years, or 50% of fixed assessment abated for 5 years.

Among considerations that supported determining points included:

- Mr. Rand discussed new jobs in town consisting of one full-time position and two part-time positions to be to be employed at the 265 West High St. storage facility. The full-time employee will be a position moving from another facility outside of town. The commission used a 20 hours per week for part-time and 40 hours per week for full-time measurement to help determine number of full-time-equivalent positions created



- While the property location does not fall into the areas considered the Village Center or Cobalt Center by the ordinance, the commission did take into consideration Mr. Rand's arguments of the property being in a visible location leading into the main section of town and it sitting on Route 66
- The Planning & Zoning Official was consulted on if the property under the application met the threshold for points under the criteria of the vacant property section. The P&Z official said it did not and Mr. Rand did not contest it
- The storage facility would contain a retail component according to Mr. Rand, involving numerous moving and storage related supplies. It is planned to be able to order these products on-site or online. In the applicant's opinion this business would fall under retail designation. The commission awarded points under the retail designation based on the information before us and options available on how to give points.

It was flagged by Town Manger Cox that the ordinance says that applicant can commence construction within six months, but not prior to, approval by the Town (i.e., the Town Council). Construction has already commenced on the property. The matter was inquired about during the open meeting evaluating the application and the commission was guided to have the Town Council consider if this has any effect on the application.

Respectfully submitted,

Matt Reich
Chairman of the East Hampton Economic Development Commission



**Economic Development Commission Report to the Town Council
Regarding Business Incentive Program Application by Global 66**
Additional Item: Letter to the Town Council

Dear Members of the Town Council,

Matt Miguel Reich
Chairman
Jase Doane
Marlene Geary
Jordan Higgins
Walt Jedziniak
Ted Turner

The members of the Economic Development Commission (EDC) respectfully add this letter to the report submitted to the Town Council regarding the business incentive program application by Global 66.

The EDC raised at several points during its evaluation and scoring of the application questions on how to understand the ordinance language, roles and responsibilities, and the process of evaluating. It is with this in mind, the EDC voted as part of approving its application scoring that it would develop guidance for itself and future EDC members. The aim of the guidance is to create a resource of advice and suggested practices that could be used when future business incentive program applications come before the EDC. As part of developing guidance, the EDC may submit to the Town Council suggested modifications to the ordinance language or related-materials.

We believe these actions would support evaluating future applications, address a lack of formal training given, and best use of the town government's officials and staff resources.

Respectfully submitted,

Matt Reich
Chairman of the East Hampton Economic Development Commission



TOWN CLERK'S OFFICE
EAST HAMPTON, CT

2022 FEB 18 AM 9: 52

Kelly Bilodeau

Business Incentive Program Application

Name: Global U6, LLC

Phone: 860.267.6623

Name of Business: Global U6, LLC

Location for Business: 265 West High St. East Hampton, CT - 06424

Is the location a Brownfield as designated by the East Hampton Brownfields Agency: Yes/No No

Is the location currently a vacant building: Yes/No No

How many FTE will the business employ: 3-4

Please provide a narrative about this business, the services it will provide, the people it will employ and the benefits to East Hampton. (Please see attached) →

What additional services may be required by the Town:

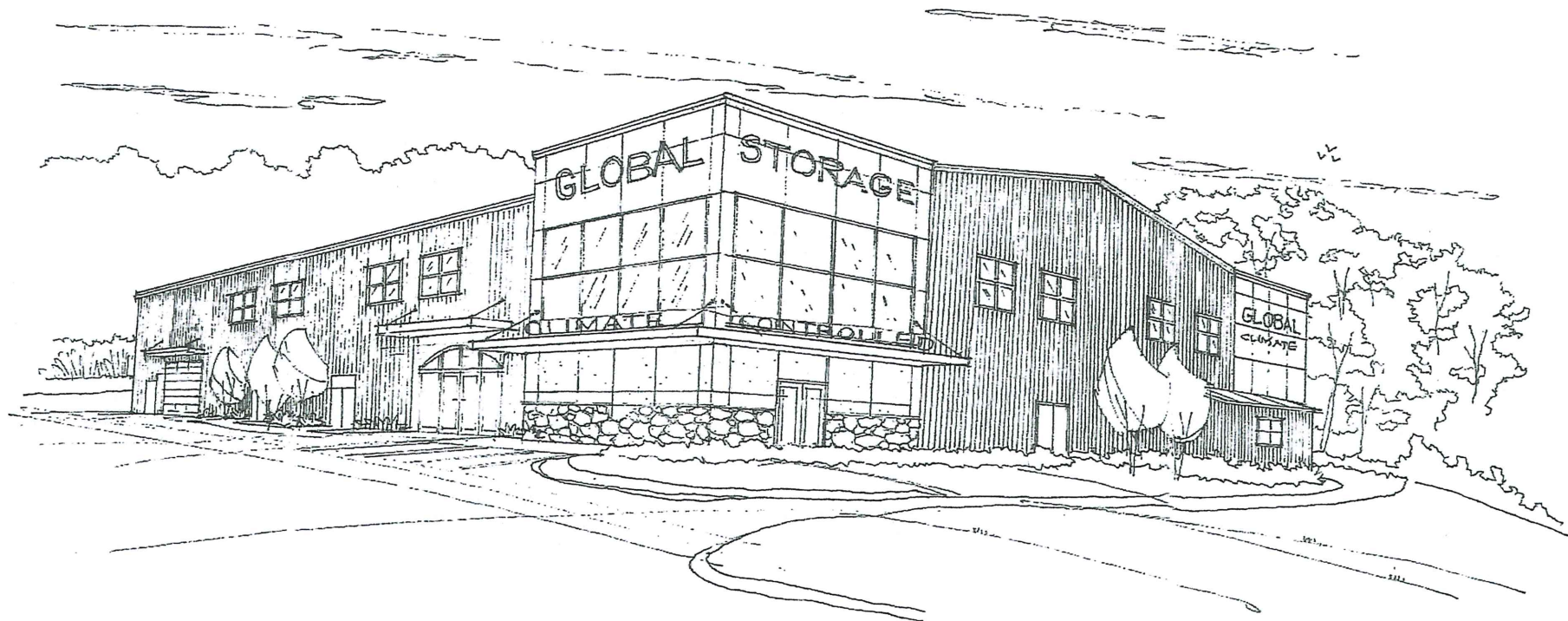
None

Do you plan to use sustainable / green building practices: Yes/No No

If Yes please describe:

What is the estimated dollar amount you plan to invest in the build out and development of this business: \$1.5 million

Global Storage LLC started 20 years ago with 8,000 s.f. and has grown it's business to 100,000 s.f. which will require more employees. Global 66, LLC. would benefit East Hampton and it's residents to be able to have their belongings stored in a secure, protected and convenient location. This in turn will also create more jobs and be a benefit to East Hampton for tax purposes.



Proposed Signage = 268.8 sq ft

**MEMO**

March 8, 2022

To: Town Council**From:** Jeremy Hall, Parks and Recreation Director**CC:** David Cox, Town Manager,
Parks and Recreation Advisory Board

At its February 1, 2022 Parks and Recreation Advisory Board meeting, the board voted unanimously to recommend to the Town Council approval of a Full Time Program Manager position to be added to the Parks and Recreation Department.

The approved motion from the Parks and Recreation Advisory Board includes the following funding sources that, if approved, will remain in place for the foreseeable future:

- Town Budget will continue to fund the Office Administrator portion of this position at 19.5 hours as it has done in years past. This portion of the salary will be funded at **\$21,000.60**.
- The Parks and Recreation Special Revenue Account will fund the remaining salary and benefits of the position that will focus on the Programming portion of the position. Salary \$25,191 and Benefits \$16,501.53 for a total amount of **\$41,692.53**
- The contracted annual raise each year will be divided evenly between both accounts.

Special Revenue Profits

This past year the Special Revenue account has generated record growth as it relates to ROI. We have increased program offerings and reached max capacity with 90% of our annual program offerings. The increase in programming has come by way of additional part time Program Lead positions that were added to help coordinate new program ideas and revamp older programs to help make them more desirable which in turn yielded higher participation rates. The results were astounding and this year we stand to make a return on investment of roughly \$80,000 an increase of \$62,700 above the average of \$17,294 over the last 6 years, this is an increase of almost 83%. It is necessary to continue to staff this additional program position to keep up with the demand of the public and produce more programming throughout the year. This position will allow just that and will provide additional programming all year long rather than peak months during the Summer and will eliminate unnecessary turn over and reduction of hours due to part time restrictions.

Parks and Recreation Needs Analysis Results

At the same time the department was recording record numbers with programs offered and registration increases the department contracted with BerryDunn, formally GreenPlay LLC to produce a Needs Analysis for the department. The Needs

Analysis consisted of multiple parts which included the much necessary Focus Groups and Community Survey. The Focus Groups revealed a need for more programing across the board with special attention toward our early teens and senior populations. Additionally, the need for more staff to help produce more programing was a top priority amongst the focus groups. The community survey revealed much of the same indicating an increase in program diversity as it pertains to community events vs sports programing. This position will provide us the opportunity to bridge this gap and offer more programs for the underserved population. A presentation from Berry Dunn of these findings will be released soon to the Town Council.

On behalf of the department and the Parks and Recreation Advisory Board we hope the Town Council will consider approving the position of a full time Program Manager to help the department move forward and meet the needs of the public.

Sincerely,

Jeremy Hall
Parks and Recreation Director

TOWN OF EAST HAMPTON AGENDA REPORT

DATE: February 15, 2022
SUBJECT: Full Time Program Manager Position
DEPARTMENT: Parks and Recreation

RECOMMENDED ACTION

At their February 1, 2022, Parks and Recreation Advisory Board meeting the Board motioned to approve the recommendation for a full time Program Manager position (6-0). The new Program Manager will allow the department to continue to grow by developing new programs for the residents of our community. This position will be partially funded by the department's Special Revenue account. Specifically, for the portion of the salary associated with the programming aspect as well as full time benefits required for the position. The cost associated with this position that will be paid from the Special Revenue account will be \$38,197 annually. The Town budget will continue to fund the office administration portion of the salary at a cost of \$22,000 annually.

BACKGROUND

The Parks and Recreation Department's Mission Statement: *The East Hampton Parks and Recreation Department is committed to providing innovative program opportunities and well-maintained facilities that enrich the East Hampton Community.*

At the start of 2020 the Parks and Recreation Department began to explore additional Program Lead positions at a part time level to help build new programs for the community. As a result of adding those two Program Leads, the department has begun to build on new program offerings and reestablish and improve old programs. The outcomes of these new Program Lead positions not only yielded higher participation numbers, but we also realized we had experienced, motivated and well-trained employees to run highly effective programs. By adding new programs with experienced staff, we were able to drive revenue to an all time high during fiscal year 21 and the current fiscal year 22. The downside to all this has been retention and recruitment of new Program Leads in a part time role. In 2020, we received one application for the Program Lead position. This person continues to work for us but with her full-time job commitments, her commitment of more than 5 hours a week is challenging. The seasonal Program Lead position was introduced this past summer and was filled by a college student who eventually returned to school following the summer break. This presents a huge challenge for programming during the rest of the year. We believe a full-time candidate is most valuable in a year-round setting to create and implement new program ideas for the community to participate in consistently throughout the year.

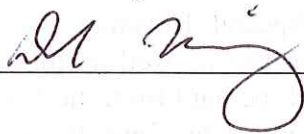
Recently, the Parks and Recreation Department in collaboration with GreenPlay LLC completed an online survey that addressed programming needs to help better understand what the public was looking for from a programming standpoint. The results of the survey and focus groups identified a need for more programming for the middle school and adult populations. In 2021 the recreational staff produced over 300 program offerings to the public, 85% of the programs offered were geared towards children K-5th grade. These programs were planned and offered by one full time Program Coordinator and one part time (5 hours a week) Program Lead, as well as another seasonal Program Lead during the summer months. This amount of programming time was taxing and required some additional support from our office administrator. With

the anticipated increase of new program offerings, we would need to increase our staff size to help oversee these new programs.

FISCAL IMPACT

The department anticipates a net income of roughly \$75,000 - \$80,000 this year in the Special Revenue account. This increase from prior years average of \$17,294 is the direct result of more programming offered to drive revenue. The idea of this position will be to continue to produce enough revenue to offset the \$38,197 annual cost and will help us generate additional revenue to offset future capital costs of parks, trails and other outdoor recreational opportunities that will also be fully funded through this account. The basis of the Special Revenue account was to create an account to fund programming staff and address community needs such as parks, fields and trails by using program fees to help offset or reduce these costs on the tax paying public.

Parks and Recreation Chair
Deb McKinney



Members of the Board:

Daniel Roy (Vice Chair)

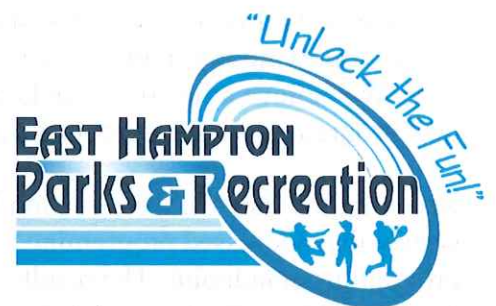
Tim Adams

Jessica Rurka

Cortney HYTE

Sheryl Dougherty

Jeffrey Leith





East Hampton Parks and Recreation Department
1 Community Drive, East Hampton CT 06424
Phone: 860-267-7300
Email: jhall@easthamptonct.gov

Job Description

Program Manager

Nature of work: This position is responsible for secretarial and administrative support work of moderate complexity performed directly for a department head or office management supervisor, involving the exercise of independent judgment and initiative based on general knowledge of the laws and regulations pertaining to the department(s) served and Town administrative policies and procedures. Additionally, this position will also work to develop, promote, initiate, supervise and otherwise conduct a wide variety of age-appropriate passive, active and developmental recreation programs and other programs offered by or under the direction of the East Hampton Parks and Recreation Department. A Program Manager is responsible for maintaining and improving the efficiency and effectiveness of all areas under his/her direction and control.

Supervision: Works under the direction of the Parks and Recreation Director.

Essential job functions:

- Provides secretarial and administrative support services for both a department's general office requirements and its specialized and technical programs. Coordinates with other Town departments and agencies and vendors.
- Plans work according to established office procedures. Receives and screens telephone calls and visitors. Responds to inquiries and complaints, directing unusual matters to department head or appropriate authority. Provides information to public attorneys, engineers, contractors, developers, consultants on policies, programs and procedures.
- Relieves superior of routine administrative and office management details. Schedules appointments and meetings. Maintains confidential files. Develops routine office procedures and forms. Performs other related complex office work.
- Assists superior in assembling data for and completing budget submittal. Processes departmental personnel and payroll, procurement and accounts payable actions.
- Composes and types correspondence, memoranda and other documents for signature of superior. Prepares monthly reports for department. Maintains departmental work records.
- Assists in the preparation of meeting agendas and the recording and preparation of minutes, legal notices and follow-up directives. Takes dictation and transcribes information.
- Issues permits and other documents and receives payment.
- Utilizes word processing, spreadsheet and database software.

- Develops, plans, promotes, administers, enlists participation in and supervises community active and passive recreation programs including relevant program operational policies and procedures; assists in the development of program marketing materials.
- Assists in retaining and training seasonal and other recreation department employees and contractors; establishes employee/contractor program and other job-related objectives and expectations; provides effective and otherwise appropriate employee/contractor and program supervision; evaluations employee and program performance and effectiveness in relation to program objectives.
- Provides for a safe conduct of Town of East Hampton active and passive recreation programs; provides for the adequate protection and appropriate use of property, materials, equipment and supplies used in recreation programs.
- Plans for and timely purchases program materials and supplies according to the Town's purchasing policies and procedures.
- Assists the Program Coordinator and Director in appropriately managing the Department's financial resources, both revenues and expenditures, to achieve financial objectives.
- Promotes positive public relations with the public and with public, private, voluntary and commercial agencies sponsoring and/or co-sponsoring activities and programs with the Department.
- Prepares, presents and discusses periodic reports to the Program Coordinator and Director and otherwise as directed.

Other Functions:

- Publicizes programs and activities utilizing appropriate methods and media.
- Performs similar or related work as required or as the situation dictates.

Education Training and Qualifications profile:

- Considerable knowledge of modern office procedures and office equipment.
- Knowledge of the special laws, regulations and technical terminology pertaining to assigned work.
- Ability to organize work according to standard office procedures and to establish priorities within work assignment.
- Ability to follow oral and written instructions.
- Ability to accurately prepare letters, reports and records.
- Ability to take dictation and transcribe information.
- Skill in the use of a computer terminal and personal computer for word processing, data base or spreadsheet applications.
- Ability to read and understand legal descriptions and to perform arithmetic calculations quickly and accurately; and
- Ability to express oneself clearly and concisely orally and in writing and to establish and maintain effective working relationships with co-workers, other departments and the general public.
- Four years' experience in recreation, athletics or a closely related field. College training in recreation management or similar major may be substituted for general experience on the basis

of fifteen semester hours equaling one half year of experience to a maximum of four years for a bachelor's degree.

- Must have some experience conducting and supervising recreation programs or work of a like or similar nature.
- prior public recreation experience is preferred
- A working knowledge of recreation program software is preferred, or any equivalent combination of education and experience.

Special Requirements:

- A Person in this position must be working toward completing CPRP certification accreditation through the National Parks and Recreation Association.
- A person in this position must have and maintain a current valid motor vehicle operator's license
- A person in this position must be able to pass a background check and maintain a history free of any criminal convictions.
- Is required to take and successfully complete additional training in recreation programs, tools and equipment, and safety policies and procedures
- Must be able to work evenings, weekends and some holidays as assigned.
- Within First (6) Months of employment required to get first aid, CPR, blood borne pathogens training.

Knowledge, Ability and Skill:

- *Knowledge:* A strong working knowledge of the theories, principles and practices of current recreation program planning, administration, supervision, promotion and control; a working knowledge of the principles and practices of business and public administration as this knowledge relates to active and passive recreation; knowledge of current first-aid skills, CPR, medical administration, and blood borne pathogens.
- *Ability:* An ability to communicate orally and in writing clearly and concisely; ability to develop, administer, coordinate, supervise and analyze the effectiveness and appropriateness of recreation programs, participants, officials and other facilitators; an ability to evaluate the appropriate use and acquisition of materials, tools, equipment and facilities relative to the conduct of related recreation programs; an ability to develop and maintain effective and appropriate working relationships with the public, employees, contractors, suppliers and program participants; an ability to effectively and appropriately evaluate and make operational judgements regarding recreation programs, facilities, materials, equipment, supplies and the involvement of participants, parents, other public officials or employees and spectators; must develop and maintain an ability to work effectively with the Recreation Department's computer applications and business procedures.
- *Skill:* Has highly developed skills in the development, initiation, promotion, supervision and conduct of a wide variety of age appropriate active, passive and developmental recreation programs; is proficient in the use of standard office equipment and in the use of Microsoft Office automation applications and in particular Word and Excel.

Physical demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit and talk or listen. The employee is occasionally required to walk, use hands to finger, handle or feel objects, tools or controls and reach with hands and arms. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus. Hand-eye coordination is necessary to operate computers and other office equipment.

Supervision:

Supervision Scope: Performs responsible duties requiring a high level of initiative and judgment in developing, planning, supervising and implementing the department's programs, activities and services, and supervising program volunteers; formulates, recommends and implements decisions regarding policies, procedures and operations.

Supervision Received: Works under the general direction of the Parks and Recreation Director and according to professionally accepted and department policies, procedures and practices. The position is subject to review and evaluation according to the Town's personnel policies and procedures.

Supervision Given: A Program Manager is responsible for the supervision of all programs and volunteers within his/her assigned areas of responsibility and other programs and staff in the absence of Program Coordinator or the Parks and Recreation Director.

Job Environment:

Work is performed indoors and outside under all prevailing weather conditions and according to assigned work schedules including weekdays, weekends and holidays. The work involves supervising and being physically able to participate in a broad range of passive and active recreation programs and administration duties. It involves the operation of manually controlled, electronic, motorized and/or other powered equipment incidental to recreation programming requiring physical dexterity and communication skills. The nature of the work performed, or the work environment may be hazardous requiring a working knowledge of relevant job safety practices, the use of safety equipment and enforcing compliance with industry standard safety procedures and precautions.

DRAINAGE EASEMENT

Edge Properties 1 LLC (Grantor), of 82 Main Street, East Hampton, Connecticut (the “Property), in consideration of one dollar and other valuable consideration, grants(s) to the TOWN OF East Hampton, a municipal corporation having its territorial limits located in the County of Middlesex and State of Connecticut (Grantee), with WARRANTY COVENANTS,

A Storm Drainage Easement, (20’) feet in width within a strip of land located in the Town of East Hampton, County of Middlesex and State of Connecticut, more particularly described on Schedule A attached hereto and made a part hereof.

This Easement is depicted on a map entitled “Storm Drainage Study and Establishment of a Drainage Easement Across Land of Edge Properties 1 LLC 82 Main Street East Hampton, Connecticut”, Scale one inch equals twenty feet, Dated September 22, 2020, Prepared by Swamp Yankee Survey LLC

Said Drainage Easement is granted for the perpetual right of access, installing, operating, inspecting, maintaining, repairing, rebuilding, replacing, relocating, altering, expanding, constructing, and/or removing drainage pipe and all appurtenances, generally consisting of but not limited to pipes, manholes, and catch basins.

Said Construction Easement is granted for the perpetual right of access and disturbance for the purposes of performing all of the rights stated in said Drainage Easement.

Grantee also has the right to trim, cut and remove such trees, shrubbery, brush, undergrowth and any other obstruction that in the judgment of Grantee, interferes with the construction, operation, use or maintenance of said Drainage System.

Grantee covenants that said rights shall be exercised so far as practicable, with consideration of the convenience of Grantor and without doing any unreasonable damage. Grantee covenants that it will within a reasonable time restore all land disturbed by Grantee to a safe, proper, neat and presentable condition and if at all feasible to substantially the same condition that existed prior to beginning such work, provided, however, that such restoration shall not include any structure, other improvements or plantings made by Grantor or others contrary to the provision of the hereunder rights and agreements.

Grantee further agrees that it or its authorized Licensees, will install, remove, operate, repair, replace and maintain such facilities at no cost to the Grantor.

The Grantor acknowledges that there is no monetary consideration for these easements. The sole and only considerations for said easements are the drainage improvements installed on said property and this easement documentation. The Grantor also

acknowledges that the installed drainage is an improvement to an existing privately held drainage system that is located on the subject property

Grantor agrees not to locate, or allow to be located, any structure, trees or bushes, or any other obstruction and that there shall be no excavation or filling within the easement area without prior approval from the Town of East Hampton. Any structure or planting with the exception of existing structures identified on the referenced survey within the easement area may be removed by the Grantee in the exercise of its rights hereunder without compensation to the Grantor, but subject to the obligation to restore land of the Grantor to the extent described above.

Signed this ____ day of _____, 20__

Witnessed by:

Grantor: _____

Grantor: _____

STATE OF CONNECTICUT)

) ss: Middlesex

COUNTY OF MIDDLESEX)

On this the ____ day of _____, 20__, personally appeared _____ and _____, signers of the foregoing Instrument, and acknowledged the same to be their free act and deed, before me.

Commissioner of the Superior Court

Notary Public

My Commission Expires:

Schedule A

82 Main Street

Storm Drainage Easement

All that land depicted as "Easement Area" on a survey titled "Storm Drainage Study and Establishment of a Drainage Easement Across Land of Edge Properties 1 LLC 82 Main Street East Hampton, Connecticut", Scale one inch equals twenty feet, Dated September 22, 2020, Prepared by Swamp Yankee Survey LLC, and more particularly described as follows:

Commencing at a point at the northerly end of a concrete retaining wall on the southerly side of Barton Hill Road in the Town of East Hampton, located 212' +/- southwesterly from the intersection of the southerly side of said Barton Hill Road with the westerly side of Main Street, being the northwesterly corner of property depicted as 82 Main Street on said survey, also being the POINT OF BEGINNING;

thence along the southerly side of Barton Hill Road bearing N 42°52'39" E, a distance of 21.51' to a point;

thence across land of the servient property bearing N 87°06'36" E, a distance of 129.57' to a point on the northerly line of land of the Connecticut Department of Transportation;

thence along land of said Connecticut Department of Transportation bearing S 45°02'12" W, a distance of 29.85' to a point on the northerly line of said Connecticut Department of Transportation;

thence across land of the servient property bearing S 87°06'36" W, a distance of 121.23' to a point on the line of land of the Town of East Hampton Fire Company #1;

thence along said land of the Town of East Hampton and along a concrete retaining wall bearing N 20°40'20" W, a distance of 5.24'; to a point on the southerly side of Barton Hill Road and the POINT OF BEGINNING;

said described easement is twenty feet in width and contains 0.059 +/- acres (2,558 +/- square feet), be it the same more or less.



Basis of Bearings:
True North
As Determined By
Differential GPS Observations

record location of CHD
highway monument - not found

approximate
sanitary sewer
connections

Main Street

Summit Street



Subject Property Highlighted Near Center Of Locus Map

The search for historic easements discovered only one entry: a 19th-century water-rights easement in favor of the Bell Gong Manufacturing Company. The deed guaranteed protection of and maintenance access to a water supply originating on the subject property. The water source, likely a shallow well, has been identified beneath the concrete bulkhead and manhole on the westerly side of the subject property. A box culvert extends from the manhole to the subsidiary catch basin southeast of the main building. Now connected to the storm drainage system, this culvert likely channeled the original water source.

Swamp Yankee Survey LLC
8 Spice Hill Drive
East Hampton, Connecticut
dbonoff@SwampYankeeSurvey.com
860/670-8515

Barton Hill Road

3-story wood-framed commercial/residential building

82 Main Street
Map 2A Block 48 Lot 32
Deed Ref. Bk 584 Pg
686

2-story
commercial/
residential
building

septic tank

grate el. 403.8'
invert el. 398.8'
cb

Easement Area
0.059 +/- acres
(2558 +/- square feet)

219.57'

rim el. 388.7'
invert el. 383.9'
smh

Map References

Survey Prepared For Frank Carreiro
Main Street & Barton Hill Road
East Hampton, Connecticut
Scale 1" = 20', Dated August 25, 1997
Prepared By Charles Dutch LS

Map Showing Intersection of Main Street & Barton Hill Road
East Hampton, Connecticut
Scale 1" = 20', Dated May 1958
Prepared By Louis F. Quirk, PE

Sketch Showing Spot Elevations
Elizabeth G. Kipp Property
East Hampton, Connecticut
Scale 1" = 20', Dated September 1956
Prepared By Louis F. Quirk PE

Connecticut State Highway Department
Right of Way Map- Town of East Hampton
Main Street From The East Hampton-Portland Road
Southerly To The Comstock Bridge Road Route No. 16
Scale 1" = 40', Dated January 31, 1935
Approved By John A. MacDonald
State Highway Commissioner

Right Of Way and Track Map
The New York, New Haven and Hartford Railroad Co.
From New Haven to Willimantic
Scale 1" = 100', Dated June 30, 1915

3 Barton Hill Road
Map 2A Block 48 Lot 31
Town of East Hampton
Fire Company #1
Deed Ref. Bk 76 Pg 130

bulkhead and manhole
associated with
former water supply

rim el. 402.4'
invert el. 394.1'

iron pipe found-
original railroad monument

Map 2A Block 48A Lot 30
State of Connecticut Department of Transportation
Former Railroad Corridor
Deed Ref. Bk 126 pg 329

trees & grass

bituminous pavement

N 42°52'36" E
110.03'

N 87°06'36" E
129.57'

S 87°06'36" W
121.23'

S 50°28'27" W
84.25'

N 48°08'06" E
20.52'

N 51°53'48" E
59.92'

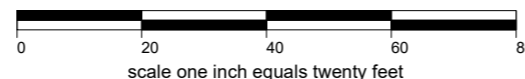
S 21°57'01" E
91.32'

S 60°42'15" W
8.00'

N 42°52'36" E
21.51'

S 45°02'12" W
23.85'

S 45°02'12" W
97.91'



sanitary sewer flows southerly to pump station
storm sewer flows southerly to discharge to Pocotopaug Creek

Storm Drainage Study
and Establishment of a
Drainage Easement
Across Land of
Edge Properties 1 LLC
82 Main Street
East Hampton, Connecticut

This survey has been prepared pursuant to the Regulations of Connecticut State Agencies Sections 20-300b-1 through 20-300b-20 and the "Standards for Surveys and Maps in the State of Connecticut" as adopted by the Connecticut Association of Land Surveyors, Inc. on September 26, 1996 and amended on October 28, 2018.

This "Limited Property Survey" has been prepared to A-2 Standards of Accuracy as an "Improvement Location Survey" for the purpose of documenting stormwater drainage structures and pathways across and adjacent to the subject property and providing legal description for a drainage easement.

"To my knowledge and belief this survey is substantially correct as noted hereon".

Douglas M. Bonoff
CT LS #17381

September 22, 2020



May 24, 2022

To: The East Hampton Town Council,

The documentation for the tax refunds listed below is available in the Office of the Collector of Revenue for your review. There are six (6) refunds totaling \$2,278.12.

Respectfully Submitted,

Kristy L. Merrifield, CCMC
Collector of Revenue

	0.	CL
	260.00	⊕
	442.00	⊕
	520.00	⊕
	260.00	⊕
	103.31	⊕
	692.81	⊕
006	2,278.12	TL