


MEMORANDUM

TO: Town Council
FROM: David E. Cox, Town Manager 
DATE: June 23, 2023
SUBJECT: Town Manager's Report

The following information includes follow up from general items that were discussed at previous Council meetings as well as updates of a general nature from the departments. The items are organized by department and are intended to provide information on activities currently being undertaken by the Town's departments and those matters that are upcoming. Not all departments will be represented in each Report.

Clerk

- Absentee ballots are available in the Town Clerk's Office for the budget referendum for those that do not anticipate being able to get to the Town Hall polling place on Tuesday, July 11 between 6am and 8pm for in-person voting. Ballots requested may be voted immediately and deposited at the Office or may be completed off site and returned to the Office or deposited in the drop box for ballots outside the main entrance to the Town Hall by the close of voting at 8pm on July 11. This large white box is located to the right of the main entrance as one is facing the building.

Collector

- As a result of the annual budget not being adopted by June 30 and the Town-Council-established temporary mill rate of 34.66 for real estate and personal property tax, the process and payments are different this year for the initial tax bill. Tax bills will be mailed on June 28, 2023 for the first installment of real estate and personal property based on the temporary mill rate. The bills will be approximately half of the normal amount due and are payable in their entirety by August 1, 2023 after which they are considered delinquent. A subsequent tax bills for the second installment of real estate and personal property will be mailed in December, which is expected to be based on a permanent mill rate and will consist of the remaining balance due for the real or personal property. These bills will be due and payable on January 1, 2024, delinquent after February 1, 2024.
- The permanent mill rate for motor vehicle tax has been set by the Board of Finance at the state cap of 32.46. Motor vehicle tax bills will be mailed on June 28, 2023 and are due and payable in one installment on July 1, 2023 and delinquent after August 1, 2023.
- As owners of property, taxpayers are reminded that they are responsible to ensure that taxes are paid when due. Failure to receive a tax bill does not exempt the taxpayer from payment of taxes and interest charges. Taxpayers are able to view any amount due on the Town's website and are able to see whether payments have been made through the online payments service.

Those that did not receive a bill should contact the Tax Office immediately at taxcollector@easthamptonct.gov or 860-267-2300.

Library

- The Library will kick off this year's "Find Your Voice" Summer Reading Program with a large event, which has been relocated to the library due to weather concerns. The event occurs today, Friday, June 23, and runs from 5pm to 7pm. Visitors will be able to sign up for the Summer Reading Program and enjoy some other family fun events including, free snow cones, baby goats, and water balloon painting, plus special guests DJ Montez and Epoch Arts.
- The Library is coordinating with the Senior Center to provide home delivery of library materials to East Hampton residents who receive Meals-on-Wheels. Questionnaires to identify interest were set to be distributed this week and requests will be filled when the forms are returned to the library.
- The Library is currently working to expand its Library of Things collection of non-traditional circulating materials including digital equipment, games, and household appliances. The policies regarding the circulation of these items were approved by the Library Advisory Board on June 5 and by the Town Council on June 13, and the Library hopes to debut the expanded collection to the community on June 28.
- On June 10, the Friends of the East Hampton Public Library accepted an award from the Friends of Connecticut Libraries for their extraordinary support over the previous year. The Library is grateful for their assistance in providing programming to the community.

Parks and Recreation

- The baseball batting cage at the high school has been removed and the new batting cage frame has been installed by Arrow Fence. The Town's Park Maintainers will add the new surface and install the batting cage net once the concrete supporting the frame has cured. The Town's out of pocket costs to install the new batting cage will come from program revenues.
- Department Staff are working with the Police Department and the Facilities Director to identify vandals who lit fires on the baseball infield at the high school. The Park Maintainers are repairing the baseball infield by cutting out the sod and replacing it with new sod.
- Department staff have started the process to an engineering firm to assist in the creation of specifications and Request for Proposal documents for the ARPA funded project to replace the Sears Park tennis courts and basketball court and to construct a pickleball court.

Town Manager/Other

- Staff is supporting the Old Home Days Committee in preparations for the event, which is scheduled for July 6 through July 8, mainly on the grounds north of Center School, which are to be named Bevin Park. The Old Home Days Parade, which celebrates the 100th anniversary of the East Hampton Volunteer Fire Department, will be held on Saturday, July 8 beginning at 11am along the usual route of RT 66 from Maple Avenue to RT 196/Lakeview Street then following RT 196 and ending in the Village Center near Center School and the event grounds.

- The Town's Brownfields Redevelopment Agency just received notice that it has received an additional grant to support the assessment and remediation planning efforts at 13 Summit Street and 1 Watrous Street. This \$200,000 grant, which is from CT Department of Economic and Community Development (DECD), will supplement one recently received from the US EPA (\$500,000) to finalize preparations for clean up and reuse of the historic mill buildings at these locations.

DC

cc: Management Staff