

Town of East Hampton
Town Council Regular Meeting
Tuesday, January 9, 2018
Town Hall Meeting Room

MINUTES

Present: Chairperson Melissa Engel, Vice Chairman Mark Philhower, Council Members Pete Brown, Tim Feegel, Dean Markham, Josh Piteo and Kevin Reich and Town Manager Michael Maniscalco

Call to order & Pledge of Allegiance

Chairperson Engel called the meeting to order at 5:30 p.m. in the Town Hall Meeting Room.

Adoption of Agenda

A motion was made Mr. Brown, seconded by Mr. Philhower, to add an item to Bids & Contracts for Radio Upgrades. Voted (7-0)

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

Executive Session

Personnel Matter: Town Manager

A motion was made by Mr. Markham, seconded by Mr. Philhower, to enter Executive Session at 5:35 p.m. with Michael Maniscalco invited into the session. Voted (7-0)

Executive Session ended at 6:15 p.m.

Possible Action on Executive Session

A motion was made by Mr. Feegel, seconded by Mr. Piteo, to increase the Town Manager's annual salary to \$138,000 and increase the Town Manager's car stipend by \$100 to \$600 a month effective immediately, in order to ensure equitable compensation with peer managers throughout the State and in lieu of a 2018/2019 salary increase. Voted (6-1) Mr. Philhower against.

A short recess was held until 6:30 pm to begin the regular portion of the meeting.

Approval of Minutes

A motion was made by Mr. Reich, seconded by Mr. Philhower, to approve the minutes of the Town Council Regular Meeting of December 12, 2017 as written. Voted (7-0)

Presentations

Introduction of Director of Police Services

Mr. Maniscalco introduced Tom Davoren as the Director of Police Services. Once all the paperwork is finalized his title will be Interim Police Chief. Mr. Davoren provided a short overview of his background including Colonel and Commanding Officer with the Connecticut State Police and as the Police Chief in Groton.

Public Remarks

None

Bids & Contracts

Radio Backbone Upgrades

Funds from Capital are required to repair the microwave connection between the Baker Hill and Cobalt tower sites. The project will replace 7 pieces of outdated, problematic and unsupported pieces of police communications equipment in the two tower sites. All equipment purchased now will be used in the next phase of upgrades.

A motion was made by Mr. Piteo, seconded by Mr. Reich, to award the contract off of State contract to Motorola Solutions contract number A-99-001 in the amount of \$18,587.32. Voted (7-0)

A motion was made by Mr. Piteo, seconded by Mr. Brown, to award the contract off of State contract to Norcom CT contract number 14PSX0073 in the amount of \$44,878.23. Voted (7-0)

Resolutions/Ordinances/Policies/Proclamations

Proclamation for the Rotary Club

A proclamation was prepared for the Rotary Club's 75th Anniversary.

Review/Set Public Hearing – Ordinance for Retention of Excess Payments and Waiver of Tax Bills Less than \$5

Town staff have determined that the administrative costs of sending tax bills or preparing tax refunds for amounts under \$5 are greater than the return. A draft ordinance is presented to waive tax bills and refunds under \$5.

A motion was made by Mr. Philhower, seconded by Mr. Piteo, to set a public hearing date of January 23, 2018 at 6:15 p.m. in the Town Hall Meeting Room for the above listed ordinance. Voted (7-0)

Continued Business

Discussion of the TIF District

Planning & Zoning Administrator Jeremy DeCarli was in attendance to answer questions on the TIF district plan for the Village Center. It was noted that the funding comes from incremental taxes and cannot be used for anything other than targeted uses in the Village Center. Discussion included how the tax dollars that would not be going into the general fund would be made up, the need for water in the Village Center, what would happen if a property assessment went down and whether there would be a public hearing to allow residents to provide comment. Mr. DeCarli will take all suggestions and questions from the Council and edit the document and provide answers and will come back to the Council at the next meeting. Once Council give the okay the document would go to Planning and Zoning and then back to the Council for approval.

Naming of the Police Chief Search Committee

With the search for a new Police Chief well underway, the Council identified a Democrat and Republic Council member and each party identified a community member as well as a community member chosen by the Town Manager and a POST Certified individual who is in process of being identified. The Committee will consist of Mark Philhower, Pete Brown, William McCann, Tom O'Brien and Tom Ingala. The Human Resources Coordinator and Town Manager will also be involved in the interviews. The interviews will be held on Monday, February 5th. The Committee will narrow down the field of candidates to three and they will move onto interviews with the Town Manager and staff.

New Business

Discussion of Budget Policy Statement

The Council discussed possible changes to the Budget Policy Statement. This will be brought back to Council on January 23rd. Discussions included the Capital Committee meetings which were suggested to meet at least three times throughout the year.

Discussion of Town Council Bylaws

The Council bylaws call for a yearly review in January. After review the Council chose not to make any revisions to their bylaws.

Town Manager Report

State Revenue Projections

Announcement of \$900 million found in revenue for State of CT. Legislature went into session and fixe the issue with State getting reimbursement from Federal government. They still have other work to do this session.

Update on Regulations for Bingo/Raffles/Bazaars

The Director of Police Services provided information to the Council on bingo, raffles and bazaars noting a statutory change that has recently occurred that requires municipalities to regulate these types of events. This will return to Council at a later date for approval of fees.

Update on Fuel Island

Concrete has been poured and the contractor is giving it more time to cure due to the cold weather. Once it has cured sufficiently the canopy will be erected and work will continue under the canopy using it for shelter. The project is slightly behind due to the weather.

Update on PD/Town Hall/BOE Project

Geotechnical work is currently being conducted as well as surveying. Town staff have been reviewing department layouts and signing off on the plans. The Town Manager received the full set of plans and schematics.

Update on Building Department Memo

The Council received a memo regarding a work study on the Building Department. There is a considerable amount of work going on in the Building Department and it will be monitored on how upcoming staffing changes will impact the permit turnarounds.

Update on Police Chief Search

The position remains open to date. Approximately 14 applications have been received. The closing date for applications is January 19th.

Mr. Maniscalco reported a leak and ice dams on the library roof affecting the children's room.

Today is Law Enforcement Appreciation Day.

Appointments

A motion was made by Mr. Philhower, seconded by Mr. Markham, to reappoint Patrick Walsh to the Middle Haddam Historic District Commission with a term through December 31, 2022. Voted (7-0)

Tax Refunds

A motion was made by Mr. Brown, seconded by Mr. Philhower, to approve tax refunds in the amount of \$647.01. Voted (7-0)

Public Remarks

Karen Johansmeyer, 16 Penny Corner Lane, Portland, CT, commented that the corps could be an economic draw for the town. She also showed a photo from CT day at the Big E of the fife and drum corps.

Barbara Moore, 7 Overlook Road, stressed the importance of the capital budget and noted that capital projects are what the residents "see". She suggested the Council announce when a capital project is completed.

Communications, Correspondence & Announcements

None

Adjournment

A motion was made by Mr. Philhower, seconded by Mr. Reich, to adjourn the meeting at 7:55 p.m. Voted (7-0)

Respectfully submitted,

Cathy Sirois
Recording Clerk