

Town of East Hampton  
Town Council Regular Meeting  
Tuesday, June 13, 2017  
Middle School Library

## **MINUTES**

**Present:** Chairperson Patience Anderson, Vice Chairman Ted Hintz, Jr., Council Members Pete Brown, Melissa Engel, Mark Philhower, Josh Piteo and Kevin Reich and Town Manager Michael Maniscalco

### **Call to order & Pledge of Allegiance**

Chairperson Anderson called the meeting to order at 6:30 p.m. in the Middle School Library.

### **Adoption of Agenda**

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

### **Approval of Minutes**

A motion was made by Mr. Brown, seconded by Mr. Hintz, to approve the minutes of the Town Council Regular Meeting of May 23, 2017 and Special Meeting of May 30, 2017 as written. Voted (7-0)

### **Presentations**

#### **Introduction of New Assessor**

Michael Maniscalco introduced the new Tax Assessor Gail Pititto.

### **Public Remarks**

Derek Johnson, 36 Lakewood Road and member of the Epoch Arts Board of Directors, provided more information on the Neighborhood Assistance Act Program and the Makerspace project.

### **Bids & Contracts**

#### **Bid Approval for 2016/17 Public Water System Interconnection Study**

Tim Smith, Public Utilities Administrator, was present to review the public water system interconnection study. The agenda report containing the background on the RFP responses will be included with the minutes filed in the Town Clerk's Office.

A motion was made by Ms. Engel, seconded by Mr. Philhower, to award the bid to Tighe & Bond in the amount of \$37,000 for the Public Water System Interconnection study. Voted (6-1) Mr. Hintz against.

## **Resolutions/Ordinances/Policies/Proclamations**

### **Discussion of Revised Fracking Waste Ordinance/Set Public Hearing**

A motion was made by Mr. Hintz, seconded by Mr. Brown, to set a public hearing for the fracking waste ordinance on Tuesday, June 27, 2017 at 6:15 p.m. at the Middle School. Voted (7-0)

## **Continued Business**

### **Approval of 2017/18 Public Water System Operating Budget & Water Use Rate**

Tim Smith, Public Utilities Administrator, was present to review the public water system operating budget and water use rates. A public hearing was held on June 6<sup>th</sup> where two people attended and asked questions. There were no specific comments on the budget or water rates. The recommended budget for 2017/2018 is \$197,148.00. Effective July 15, 2017 water billing rates would be as follows:

- Equivalent Meter Units: \$40.00/EMU
- Commodity Charge: \$9.25/1000 gallons

A motion was made by Mr. Reich, seconded by Ms. Engel, to approve the Public Water System budget and set the rates as presented. Voted (7-0)

### **Discussion of Epoch Arts Neighborhood Assistance Act Project/Set Public Hearing**

Epoch Arts is planning to apply for the Neighborhood Assistance Act Tax Credit program and apply for \$150,000. Their plan is to use the funds for energy efficiency upgrades through insulation and window replacement. The program requires the approval of Town Council and the appointment of a municipal agent. Mr. Maniscalco reported that the municipal agent/staff person would need to complete and submit forms. A public hearing will need to be scheduled for this project.

A motion was made by Mr. Hintz, seconded by Mr. Philhower, to set a public hearing for the Epoch Arts Neighborhood Assistance Act Project on Tuesday, June 27, 2017 at 6:15 p.m. at the Middle School. Voted (7-0)

### **Approval of Tax Assessment Agreement for 265 West High Street**

Mr. Philhower and Mr. Hintz recused themselves from this topic and left the room. The signed assessment deferral agreement for Sports on 66 was received by the Town Manager. The Council would need to vote to approve the agreement and direct the Town Manager to sign the document.

A motion was made by Ms. Engel, seconded by Mr. Reich, to approve the Sports on 66 assessment deferral agreement and direct the Town Manager to sign the agreement. Voted (5-0)

## **Receipt, Discussion & Possible Action on Town Manager Evaluation**

A compiled evaluation was provided to the Town Manager and the Council members. There was discussion as to whether the evaluation should include only the written comments from the Council members evaluations or if it should include the verbal comments that were provided at the meeting as well.

A motion was made by Mr. Brown, seconded by Mr. Piteo, to include the written and verbal comments with the Town Manager's evaluation. Voted (6-1) Mr. Hintz against.

A special meeting is scheduled for Tuesday, June 20<sup>th</sup> to discuss the Town Manager's response to the evaluation.

## **Update on 250<sup>th</sup> Anniversary**

Mr. Piteo reported that the birthday cards are at various locations in town to be signed. Public Works will be making stands for the cards to be displayed at Old Home Day. A town-wide trivia event is scheduled for October 2<sup>nd</sup> at Angelicos and the Longest Dinner Table will be held on August 26<sup>th</sup> at the Bay Point Club.

## **New Business**

### **Discussion of Certified Local Government Program**

Planning & Zoning Official Jeremy DeCarli compiled information related to the Certified Local Government program. A comprehensive audit of all historically significant properties in town would need to be done. Mr. Maniscalco was concerned about the amount of staff time this could take. It was suggested that other towns are asked about the costs they incurred and the amount of time it took. Mr. Reich suggested the use of interns for the project. Mr. Philhower asked about the map layers that were done and that it may include historic properties.

### **Update on Roberts Rules Related to Calling a Question**

It was brought to the Council's attention following the last meeting by Riveresast reporter Elizabeth Regan that to "call the question" – per Roberts Rules – requires a second and a 2/3 vote of the body. A Parliamentary Motions guide was provided to all Council members for reference.

## **Town Manager Report**

### **State Revenue Projections**

Mr. Maniscalco reported that the legislative session ended with no budget.

### **Tax Increment Financing**

Town staff have started preliminary work on the TIF district project.

### **RFP for Engineer**

An RFP was sent out on Friday, June 9<sup>th</sup> for a Town Engineer. A committee will be formed for interviews which could include a Council member from each political party.

### **Update on Corridor Study**

The Council of Governments and the Town of Portland collaborated with East Hampton in applying for a corridor study grant through the DOT. After bidding, the RiverCOG staff has recommended the award to Tighe and Bond. The proposal will be kept in the Town Manager's Office for review prior to it being awarded on June 28<sup>th</sup> at the RiverCOG meeting.

### **Update on Christopher Brook**

The project is almost complete with a final inspection taking place this week. The project came in approximately \$8,000 over budget due to traffic management requirement and challenges with the shifting culvert box. The naming of the bridge as the Jim Morris Memorial Bridge will take place on Saturday, June 17<sup>th</sup> at 2pm.

### **Ordinance Recommendation from Board of Finance**

Town staff have begun working on a draft ordinance for Council review.

### **Appointments**

None

### **Tax Refunds**

A motion was made by Mr. Reich, seconded by Ms. Engel, to approve tax refunds in the amount of \$56.26. Voted (7-0)

### **Public Remarks**

Barbara Moore, Overlook Road, provided comment on the Longest Dinner Table event, noting that people can reserve a section of the table and decorate and bring their own food for their space.

Scott Bristol, member of the Brownfields Redevelopment Agency, commented that New Fairfield did a similar water interconnection study.

### **Communications, Correspondence & Announcements**

#### **May Board and Commission Summary**

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

A question was asked if there were applicants for the Ethics Commission and what would be the process to eliminate the Ethics Commission. A Public Hearing would be needed to dissolve that group/ordinance.

#### **Possible Recess Until Budget Referendum Results Provided/Set Temporary Mill Rate (if budget fails)**

A motion was made at 7:40 p.m. by Ms. Engel, seconded by Mr. Brown, to recess the meeting for 30 minutes until the budget vote is complete. Voted (7-0)

A motion was made by Ms. Engel, seconded by Mr. Brown to rescind the previous motion.  
Voted (7-0)

A motion was made by Mr. Hintz, seconded by Mr. Reich, to recess until the budget vote is counted. Voted (7-0)

The Town Government and Board of Education budgets passed so a temporary mill rate was not needed.

**Adjournment**

A motion was made by Mr. Hintz, seconded by Mr. Reich, to adjourn the meeting at 8:30 p.m. Voted (7-0)

Respectfully submitted,

Cathy Sirois  
Recording Clerk