

Town of East Hampton
Town Council Regular Meeting
Tuesday, August 14, 2018
Middle School Library

MINUTES

Present: Chairperson Melissa Engel, Vice Chairman Mark Philhower, Council Members Pete Brown, Tim Feegel, Dean Markham, and Kevin Reich and Town Manager Michael Maniscalco. Council Piteo was on the phone at the beginning of the meeting.

Call to order & Pledge of Allegiance

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

Adoption of Agenda

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

Approval of Minutes

A motion was made by Mr. Reich, seconded by Mr. Markham, to approve the minutes of the Town Council Regular Meeting of July 24, 2018 as written. Voted (7-0).

Presentations

None

Public Remarks

None

Bids & Contracts

None

Continued Business

Discussion & Possible Action on 2018/2019 Town Government Budget – 3rd Referendum/Set Town Meeting & Referendum Date

Prior the vote on the motion, there was discussion on the dredging of the hydrant pump pond and questioned whether Public Works could do the work rather than an outside contractor and the timing of the project if the funding is removed. There was discussion on the reductions proposed and what type of cuts would be proposed if this budget fails.

A motion was made by Mr. Philhower, seconded by Mr. Piteo, to reduce the general fund capital contribution by \$131,000 which includes a modification to the 2018/2019 capital improvement plan budget as recommended by the Board of Finance: Reduce Public Works vehicle sinking fund by \$75,000; reduce Public Works road repair/maintenance by \$18,000; reduce the dredging of the hydrant pond by \$38,000 deferring it to 2020, for a total General Government budget of \$14,946,208 putting the mill rate at 32.21. Voted (4-3) Ms. Engel, Mr. Philhower, Mr. Feegel and Mr. Piteo in favor; Mr. Brown, Mr. Markham and Mr. Reich against.

Mr. Piteo exited the phone call into the meeting.

The following motion was made later in the meeting:

A motion was made by Mr. Brown, seconded by Mr. Feegel, to set the Town Meeting date of Monday, September 10, 2018 at 7:00pm in the Middle School Library and the Referendum date of Wednesday, September 19, 2018. Voted (6-0) Mr. Piteo was no longer on the phone when this vote was made.

Continued Discussion of Library Roof

Council members Philhower and Brown requested this item be added back to the agenda. Recently the Town Manager was made aware of concerns over air quality in the Library. As a result, an air quality test was ordered. The report was provided to Council members detailing the quality and potential causes and conditions. One of the main contributing factors is the roof. In the event that the Council decides to reconsider its action taken on July 24, 2018 and go in a different direction than the recommendation made by the Town engineer, the Town Manager would like the minutes to reflect that any additional leaks and roof problems will not be blamed on Staff.

Mr. Philhower would like another opinion on the design and replacement of the library roof. Mr. Philhower and Mr. Brown will work with the Town Manager to look at other solutions to fixing the library roof.

A motion was made by Mr. Markham, seconded by Mr. Philhower, to reconsider the vote on the Library roof from the last meeting. Voted (6-0)

Discussion & Possible Action on Amendment to Board of Fire Commissioners Ordinance

A Public Hearing was held prior to the Council meeting. One member of the Board of Fire Commissioners commented that the Fire Commission is in support of the changes proposed to the Ordinance giving the supervision of the day to day activities of the Fire Marshal to the Town Manager. They would like to remain in the loop for the reports on the day to day activities of the Fire Marshal.

A motion was made by Mr. Reich, seconded by Mr. Philhower, to adopt the amendments to the Board of Fire Commissioners ordinance as presented. Voted (6-0)

The approval will be posted in the Rivereast and the ordinance will sit for 20 days until it take effect.

Discussion of Draft AirBnB Ordinance & Zoning Regulations/Set Public Hearing Date

The Council received another copy of the draft AirBnB ordinance and zoning regulations. The Council would need to have a public hearing on the draft ordinance prior to taking any action. Related to the zoning regulations, if the ordinance is approved, they can then make a recommendation to the Planning & Zoning Commission to consider the regulations.

A motion was made by Mr. Philhower, seconded by Mr. Feegel, to set a public hearing for the draft AirBnB ordinance on Tuesday, September 4, 2018 at 6:15pm. Voted (6-0)

Resolutions/Ordinances/Policies/Proclamations

Proclamation for Eagle Scout

A proclamation for Eagle Scout Tyler Seifert was read aloud.

Approval of One Month Budget for September 2018

A motion was made by Mr. Reich, seconded by Mr. Philhower, to adopt the one-month budget for September as presented. The total Town Operation Budget approved for September is \$1,842,960. Voted (6-0). A copy of the budget will be included with the minutes filed in the Town Clerk's Office.

Approval of Memorandum of Agreement – DMHAS Alcohol Compliance Check – Police Partnership Program

The Police Department would like to participate in the Alcohol Compliance Check program. The Town Manager needs to be authorized to sign the Memorandum of Agreement.

A motion was made by Mr. Philhower, seconded by Mr. Reich, to direct the Town Manager to sign the DMHAS Alcohol Compliance Check Agreement. Voted (6-0)

Approval of Resolution for Additional Appropriation for Library Roof, Dump Truck & Paver/Set Town Meeting Date

The Board of Finance made a funding recommendation for the purchase of a dump truck, paving box and the repairs to the Library roof.

A motion was made by Mr. Philhower, seconded by Mr. Brown, to adopt the resolution removing the library roof repairs. The amended motion (below) will keep the library roof repairs and change the Town Meeting date to September 10th at 6:45pm. Voted (6-0)

There was discussion about keeping the funding for the library roof in the appropriation so it will be available when the final solution is determined for the roof.

A motion was made by Mr. Markham, seconded by Mr. Reich, to amend the motion to add the library roof repairs back in to the resolution and changing the Town Meeting date to September 10th at 6:45pm. Voted (6-0)

New Business

Review of Police Department General Orders

Regularly the Standard Operating Procedures need to be updated by the Police Department in order to comply with current times and coordinate with current procedures. Chief Woessner has provided proposed changes to three orders. The general orders will be included in the minutes filed in the Town Clerk's Office.

A motion was made by Mr. Reich, seconded by Mr. Philhower, to waive the 2nd reading. Voted (6-0)

A motion was made by Mr. Philhower, seconded by Mr. Reich, to approve the Police Department General Orders presented by the Police Chief for the Medication Collection and Disposal Program, Youth Investigations (School Threats Involving Weapons) and Traffic Accident Investigations (Vehicle vs Deer (Wildlife) Accidents). Voted (6-0)

Middle Haddam Association/STEAP Grant

The Middle Haddam Association would like to apply for a STEAP grant for the Middle Haddam School. The Town is the only entity that could make this application, so the Council's approval is needed. Mr. Maniscalco noted that at this time there is no STEAP grant available. The Council would like to have a list of priority projects that could benefit from STEAP grant funding. A press release will be put in the paper and staff will be asked to provide project ideas.

Town Manager Report

Update on Fuel Island

The canopy is complete and a good portion of the electrical line has been pulled. The contractor is completing the hookup of the pumps and should be close to complete. From a budgetary stand point there are a couple of change orders but they should be absorbed into the budget. Once the island is complete work will begin on the removal of the old fueling station at Public Works.

Update on Draft Business Incentive Ordinance

The revised draft Business Incentive Ordinance will be ready for the next Council meeting.

Update on Water/MDC Meetings

MDC has turned in a project summary for the Portland/ East Hampton expansion to DPH. The hope is that DPH will be willing to fund a portion of the expansion. DPH has already responded with some requests for additional information. Portland should further be considering the change to an MDC non-member Town at an early September meeting. A meeting is set with the Portland First Selectwoman and their Public Works Director to discuss the wastewater aspect of the project.

Update on Town Hall/Police Department/BOE Project

50% Construction Drawings are complete. An early site work bid package should be going out around August 15th. Additionally, the full package should go out by the end of the month with a groundbreaking ceremony tentatively between September 24-27th.

Town Clerk Resignation

The Town Clerk has resigned and will be taking a position in Rocky Hill. Although there is a hiring freeze, this position will be advertised and filled due to statutory requirements.

Appointments

A motion was made by Mr. Philhower, seconded by Mr. Feegel, to appoint Eric Peterson to the Board of Finance for the remainder of the term vacated by Mr. Rose through November, 2019. Voted (6-0)

Tax Refunds

None

Public Remarks

None

Communications, Correspondence & Announcements

July Board & Commission Summary

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

Change September 11th Town Council Meeting to September 4th

Due to Ann McLaughlin's September 11th ceremony for First Responders, the first Council meeting in September will be moved from the 11th to September 4th at 6:30pm in the Town Hall Meeting Room.

Adjournment

A motion was made by Mr. Reich, seconded by Mr. Philhower, to adjourn the meeting at 7:20 p.m. Voted (6-0)

Respectfully submitted,

Cathy Sirois
Recording Clerk