

Town of East Hampton  
Town Council Regular Meeting  
Tuesday, September 25, 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 6:30 p.m. in the Town Hall Meeting Room.

**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. Philhower, to approve the minutes of the Town Council Public Hearing and Special Meeting of September 4, 2018 as written. Voted (7-0).

**Presentations**

None

**Public Remarks**

None

**Bids & Contracts**

**Bid Award for Dump Truck**

A motion was made by Mr. Reich, seconded by Mr. Philhower, to award the bid for a 2018 International, Model 7500SFA 4x2 dump truck with plow in the amount of \$176,600 from Hine Brothers, 67 Main Street, Southbury, CT off of the City of New Haven bid. Voted (7-0)

**Resolutions/Ordinances/Policies/Proclamations**

**Discussion & Possible Action on Business Incentive Ordinance**

A Public Hearing was held prior to the Town Council Regular Meeting. No public comments were made at the meeting.

A motion was made by Mr. Reich, seconded by Mr. Philhower, to adopt the revised Business Incentive Ordinance. Voted (7-0)

Notice of the approved revisions will be published and the ordinance will be effective 20 days after publication.

### **Approval of One Budget for October**

A motion was made by Mr. Philhower, seconded by Mr. Reich, to approve the resolution presented for a budget for the month of October in the amount of \$820,515. Voted (7-0)

### **Continued Business**

#### **Discussion & Possible Action on Naming of Road for the new Town Hall/PD/BOE**

Council members reviewed the names submitted for the road. A decision will be made at the first meeting in October.

### **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. Markham, seconded by Mr. Philhower, to waive the 2<sup>nd</sup> reading. Voted (7-0)

A motion was made by Mr. Markham, seconded by Mr. Brown, to approve the Police Department General Orders presented by the Police Chief for Strip and Body Cavity Searches as amended. Voted (7-0)

#### **Review of Library Policies**

The Library Advisory Board and the Library Director have been working to review and revise the policies of the Library. Additionally, there is no documentation that the Council, the policy setting body, has ever reviewed or approved said policies.

A motion was made by Mr. Reich, seconded by Mr. Philhower, to waive the 2<sup>nd</sup> reading. Voted (7-0)

A motion was made by Mr. Reich, seconded by Mr. Philhower, to approve the Library Policies as presented. Voted (7-0)

### **Town Manager Report**

#### **Update on Fuel Island**

The fuel island is 99% complete. The WIFI for the fuel island is being connected and the data from the old system is being downloaded. Training and signage is being worked on. The old tank will be removed once the system is up and running.

#### **Update on Library Roof**

The Town engineer and staff have been working on completing the bid package and it should be advertised on the DAS soon.

### **Update on Town Hall/Police Department/BOE Project**

The ground breaking is scheduled for Friday, September 28<sup>th</sup> at 1pm. Bids were awarded for sitework, concrete and waterproofing. Mobilization of equipment for the site work has started. The design choices for paint, tile, flooring etc. is available for the Council to view.

### **Update on Town Clerk Position**

The first set of interviews for the Town Clerk position were completed. The final three candidates are going through second interviews. An offer will be made in the next week.

### **Appointments**

#### **Short Term Rental Sub-Committee**

Chairperson Engel named the following individuals to the Short-Term Rental Sub-Committee: Melissa Engel, Pete Brown, Doreen Nablo and one possible additional member to come.

### **Tax Refunds**

A motion was made by Mr. Philhower, seconded by Mr. Reich, to approve tax refunds in the amount of \$1,233.90. Voted (7-0)

### **Public Remarks**

None

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

#### **August Board & Commission Summary**

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

#### **Reminder – Ground Breaking - September 28<sup>th</sup> at 1:00pm**

The Ground Breaking for the new Town facility will take place on Friday, September 28<sup>th</sup> at 1pm at Edgewater Hills.

Ms. Engel thanked those that attended the 1<sup>st</sup> responder appreciation picnic on Saturday.

### **Adjournment**

A motion was made by Mr. Markham, seconded by Mr. Philhower, to adjourn the meeting at 6:55p.m. Voted (7-0)

Respectfully submitted,

Cathy Sirois  
Recording Clerk