

Construction Manager Interview Evaluations without price

	Downes	LaRosa	Newfield	Enterprise
Glenn	34	23	30	31
Steve	35	23	29	28
Freddie	28	25	26	21
Jeff		21	25	21
Ray	25	19	27	19
George	29	19	31	17
Rebecca	35	25	33	30
Cliff	20	24	27	22
Kurt*	0	0	0	0
TOTAL	206	179	228	189
AVERAGE	25.75	19.88889	25.33333	21
Pricing Rank	2	4	1	3

*not present

TOWN HALL/POLICE DEPARTMENT/BOE PROJECT TIMELINE

August 21, 2017 – Regular Meeting (possible August 14th)

BOARD OF FINANCE - Prior to Town Meeting, Board of Finance must recommend appropriation and bond and note authorization. Charter, Sections 5.1, 5.2; C.G.S. Section 7-348.

August 22, 2017 – Prior to Special Meeting - Town Council Informational Workshop on Town Hall/PD Project

August 22, 2017 – Special Meeting

TOWN COUNCIL - The Town Council must recommend appropriation and bond and note authorization and set date for Special Town Meeting to act on recommendation. Charter, Section 2.4; C.G.S. Section 7-3. The Town Council can submit any item to referendum by acting not less than five days prior to the Town Meeting. Charter, Section 4.4; C.G.S. Section 7-7. The Town Council must approve the preparation and distribution of the explanatory text and any other explanatory materials in connection with the referendum question. C.G.S. Section 9-369b.

At the end of the Council's resolution there are optional provisions regarding the establishment of a referendum and the authorization of explanatory materials with respect to the referendum question. *Please remember that the advocacy restrictions under State election law will commence on the Town Council's adoption of the resolution setting the referendum date.*

Additionally, the explanatory text is subject to the approval of the Town Attorney and must be prepared and distributed in accordance with Section 9-369b of the General Statutes of Connecticut, Revision of 1958, as amended.

Note: As the Bond Resolution is to be submitted to referendum vote in conjunction with the November 7, 2017 election: (1) the Town Council's resolution must also approve the full Bond Resolution text, and (2) the Board of Finance and the Town Council must both act on their resolutions not later than September 7, 2017. C.G.S. Section 9-369a.

No Later Than September 22, 2017

SUBMIT REFERENDUM QUESTION TO THE SECRETARY OF THE STATE. C.G.S. Sections 9-369a(b).

No Later Than Five Days Prior to the Town Meeting (Day of Notice May Be Counted)

NOTICE OF TOWN MEETING AND REFERENDUM – When the proceedings above are complete, the Notice of Town Meeting must be posted and published at least five days prior to meeting, and the Return of Notice must be filed with Town Clerk. Publication must be in a newspaper having a general and substantial circulation in the Town. Do not include day of meeting in counting five days for publishing and posting notice. Charter, Sections 2.4, 4.1; C.G.S. Sections 7-3, 7-4. Notice of referendum initiated by the Town Council should be included in notice of town meeting. Town meeting must be held within seven to fourteen days prior to referendum date. Charter, Section 4.4; C.G.S. Sections 7-7, 7-9c.

No Earlier Than October 24, 2017 And No Later Than October 31, 2017

TOWN MEETING – Town Meeting held and full resolution authorizing appropriation, bonds and temporary notes, etc., read, and moved. Following discussion, Town Meetings adjourned to referendum vote. Charter, Section 4.1; C.G.S. Section 7-7. If voting is to take place at a referendum or adjourned town meeting, ballot heading of referendum question is announced and the town meeting is adjourned to referendum to be held within seven to fourteen days of meeting.

No Earlier than October 23, 2017 and No Later than November 1, 2017

NOTICE OF ELECTION AND REFERENDUM must be posted and published. C.G.S. Sections 9-225, 9-369.

November 7, 2017

ADJOURNED TOWN MEETING – REFERENDUM – Absentee ballots must be provided. C.G.S. Sections 9-135, 9-1(n), 9-369c.

Town Staff
(effective 8-3-2017)

Location Description	Last Name	First Name	Job Class Description	Status
BUILDING DEPARTMENT	LECONCHE	GLEN	BLDG OFF/CODE ENFORCEMENT OFFICIAL	FT
BUILDING DEPARTMENT	SOULAGNET	CHRISTINA	BUILDING OFFICE TECHNICIAN	FT
BUILDING DEPARTMENT	CASTONGUAY	CHRISTINE	BUILDING OFFICE TECHNICIAN	FT
BUILDING DEPARTMENT	DECARLI	JEREMY	PLANNING ZONING ADMINISTRATOR	FT
FINANCE	COUGHLIN	LORI	ACCOUNTING CLERK	FT
FINANCE	HARWOOD	DEBRA	ACCOUNTING CLERK	FT
FINANCE	BAFUMI	RENEE	ACCOUNTING CLERK	FT
FINANCE	JYLKA	JEFFERY	FINANCE DIRECTOR	FT
FINANCE	HYDE	VALERIE	TREASURER/ASST FINANCE DIRECTOR	FT
FINANCE	MCMAHON	THOMAS	INFORMATION TECHNOLOGY SPECIAL	FT
FINANCE	MERRIFIELD-GAWLAK	KRISTY	COLLECTOR OF REVENUE	FT
FINANCE	LANGDON	JACQUELINE	ASSISTANT TO COLLECTOR	FT
FINANCE	MITCHELL	LISA	PART TIME TAX CLERK	PT
FINANCE	PIBITTO	GAIL	TAX ASSESSOR	FT
FINANCE	RACE	KATHLEEN	ASSESSOR CLERK	FT
FIRE MARSHAL	KLOTZBIER	RICHARD	FIRE MARSHAL PT	PT
FIRE MARSHAL	GUEST	JOEY	FIRE MARSHAL PT (DEPUTY)	PT
HUMAN SERVICES	OLSEN	JAMES	PREVENTION COORDINATOR	FT
HUMAN SERVICES	BRAZAL	JODI	YOUTH & FAMILY SERVICES/SOCIAL SERVICES DIRECTOR	FT
LIBRARY	PAUL	ELLEN	LIBRARY DIRECTOR	FT
LIBRARY	KAMINSKI	MICHELE	CHILDRENS LIBRARIAN	FT
LIBRARY	OVERSON	MARIAN	LIBRARY ACQUISITION MANAGER	FT
LIBRARY	CONNELLY	FRANCES	PUBLIC SERVICE ASSOCIATE	PT
LIBRARY	HANDY	ESTHER	PUBLIC SERVICE ASSOCIATE	PT
LIBRARY	CARPENTER	PETER	PUBLIC SERVICE ASSOCIATE	PT
LIBRARY	RIVAL	RACHEL	PUBLIC SERVICE ASSOCIATE	PT
LIBRARY	WATERHOUSE	SARAH	PUBLIC SERVICE ASSOCIATE	PT
LIBRARY	LANIGAN	CAROL	PUBLIC SERVICE ASSOCIATE	PT
LIBRARY	ROVILLO	EMILY	LIBRARY PAGE	PT
LIBRARY	CYR	CHRISTOPHER	LIBRARY PAGE	PT
LIBRARY	ANGELI	MICHAEL	BUILDING MAINT/PUBLIC WORKS MAINTAINER III	FT
PARK AND RECREATION	HALL	JEREMY	PARKS & RECREATION DIRECTOR	FT
PARK AND RECREATION	MULLEN	SHAWN	PARKS & RECREATION PROGRAM COORDINATOR	FT

Town Staff
(effective 8-3-2017)

Location Description	Last Name	First Name	Job Class Description	Status
PARK AND RECREATION	YORKER	SHERILEE	PARKS & RECREATION ADMINISTRATIVE ASSISTANT	PT
PUBLIC WORKS	SEYMOUR	JOSHUA	PARKS MAINTAINER/PUBLIC WORKS MAINTAINER II	FT
PUBLIC WORKS	MINER	BRIAN	PARKS MAINTAINER/PUBLIC WORKS MAINTAINER I	FT
POLICE	COX	SEAN	POLICE CHIEF	FT
POLICE	BATTISTA	PAUL	POLICE SERGEANT	FT
POLICE	DOWTY	TIMOTHY	POLICE SERGEANT	FT
POLICE	BOYNTON	JARED	POLICE SERGEANT	FT
POLICE	BRAULT	ADAM	POLICE SERGEANT	FT
POLICE	DEROEHN	TIMOTHY	POLICE PATROLMAN	FT
POLICE	WILCOX	KEVIN	POLICE PATROLMAN	FT
POLICE	SALAFIA	MICHAEL	POLICE PATROLMAN	FT
POLICE	PEKAR	MARK	POLICE PATROLMAN	FT
POLICE	WISHART	JASON	POLICE PATROLMAN	FT
POLICE	WILSON	JOHN	POLICE PATROLMAN	FT
POLICE	HANLON	MATTHEW	POLICE PATROLMAN	FT
POLICE	SNYDER	EARL	POLICE PATROLMAN	FT
POLICE	GIONFRIDDO	DAVID	POLICE PATROLMAN	FT
POLICE	BURGIN	HARDIE	POLICE PATROLMAN	FT
POLICE	BANKOWSKI	MAGIEI	POLICE PATROLMAN	FT
POLICE	MAGRO	JENNIFER	POLICE ADMINISTRATIVE ASSISTANT	FT
POLICE	SHEPARD	ELIZABETH	POLICE ADMINISTRATIVE ASSISTANT	FT
PUBLIC WORKS	MICHELSON	DEAN	PUBLIC WORKS DIRECTOR	FT
PUBLIC WORKS	RILEY	KYLE	PUBLIC WORKS FOREMAN	FT
PUBLIC WORKS	PELLETIER	ALLAN	PUBLIC WORKS MAINTAINER III	FT
PUBLIC WORKS	SARGENT	DANIEL	PUBLIC WORKS MAINTAINER III	FT
PUBLIC WORKS	STACKOWITZ	TIMOTHY	PUBLIC WORKS MAINTAINER III	FT
PUBLIC WORKS	GUDELSKI	KEITH	PUBLIC WORKS MAINTAINER III	FT
PUBLIC WORKS	RITCHIE	KEVIN	PUBLIC WORKS MAINTAINER II	FT
PUBLIC WORKS	HALLOWELL	THOMAS	PUBLIC WORKS MAINTAINER II	FT
PUBLIC WORKS	SECKER	DAVID	PUBLIC WORKS MAINTAINER II	FT
PUBLIC WORKS	BABINEAU	JASON	PUBLIC WORKS MAINTAINER II	FT
PUBLIC WORKS	KELLEY	RICHARD	PUBLIC WORKS MAINTAINER II	FT
PUBLIC WORKS	SCRANTON	KEVIN	PUBLIC WORKS MAINTAINER II	FT

Town Staff
(effective 8-3-2017)

Location Description	Last Name	First Name	Job Class Description	Status
PUBLIC WORKS	GOFF	STEVEN	PUBLIC WORKS MAINTAINER II	FT
PUBLIC WORKS	TARRYK	HENRY	PUBLIC WORKS MECHANIC	FT
PUBLIC WORKS	CARDUCCI	JENNIFER	PUBLIC WORKS ADMINISTRATIVE ASSISTANT	FT
SENIOR CENTER	EWING	JO ANN	SENIOR CENTER COORDINATOR	FT
SENIOR CENTER	SYNDER	SAMANTHA	PART TIME SENIOR PROGRAM COORD	PT
SENIOR CENTER	LINDSTROM	DONNA	PART TIME SENIOR PROGRAM COORD	PT
SENIOR CENTER	HEMPHILL	KECIA	PART TIME SENIOR PROGRAM COORD	PT
SENIOR CENTER	EDWARDSEN	EDWARD	PART TIME SENIOR VAN DRIVER	PT
WATER & SEWER	SMITH	TIMOTHY	ADMINISTRATOR WPCA	FT
WATER & SEWER	CONNORS	LINDA	WPCA ADMINISTRATIVE ASSISTANT	FT
TOWN CLERK	WIELEBA	SANDRA	TOWN CLERK	FT
TOWN CLERK	BARTLETT	BERNICE	ASSISTANT TOWN CLERK	FT
TOWN CLERK	LEE	STEPHANIE	REGISTRAR	PT
TOWN CLERK	WILCOX	LORI	REGISTRAR	PT
TOWN CLERK	BURNHAM	PATRICIA	PART TIME REGISTRAR	PT
TOWN CLERK	LATIMER	THERESA	PART TIME REGISTRAR	PT
TOWN MANAGER	MANISCALCO	MICHAEL	TOWN MANAGER	FT
TOWN MANAGER	SIROIS	CATHY	EXECUTIVE ASSISTANT	FT
TOWN MANAGER	WOLF	DORIANNE	PART TIME ADMINISTRATIVE ASSISTANT	PT
TOWN MANAGER	SEYMOUR	LISA	HUMAN RESOURCES COORDINATOR	FT
TOWN HALL/ANNEX	ALIGATA	KATRINA	RECORDING CLERK	PT
TOWN HALL/ANNEX	LOPRESTI	ELIZA	RECORDING CLERK	PT



Office of the COLLECTOR OF REVENUE
KRISTY MERRIFIELD, CCMC
kmerrifield@easthamptonct.gov

August 4, 2017

To: The East Hampton Town Council,

The documentation for the tax refunds listed below is available in the Office of the Collector of Revenue for your review. There are seven refunds totaling \$821.51.

Respectfully Submitted,

Kristy L. Merrifield, CCMC
Collector of Revenue

20.00	+
28.65	+
110.68	+
446.94	+
12.28	+
174.61	+
28.35	+
821.51	*

007

BOARD AND COMMISSION SUMMARY
JULY, 2017

250th Anniversary Committee

The 250th Anniversary Committee held a meeting on July 6. There will be an event called East Hampton's Longest Dinner Table at the Bay Point Club on August 26. The Fall Festival will now be held October 7 so as not to conflict with the Historical Society's event on October 15. A date was being determined for a dedication of the stone marker to mark the anniversary elm that had been planted in Sears Park.

Arts & Culture Commission

No meeting

Board of Finance

The Board of Finance met on July 17. Board members discussed the closing of the 2016/2017 budget year revenues and expenditures. Mr. Jylkka reviewed a draft schedule of dates related to meetings for the Town Hall/Police Department project.

Brownfields Redevelopment Agency

The Brownfields Redevelopment Agency held their regular meeting July 24. Work on 13 Watrous is mostly complete. The Agency would like Anchor to conduct soil boring and analysis.

Clean Energy Task Force

The Clean Energy Task Force held a regular meeting July 11. Members discussed an upcoming green/electric car show on September 9 at Sears Park. Members plan to attend Town Facilities Building Committee meetings to bring up the subject of clean energy being incorporated into the facility.

Commission on Aging

The Commission on Aging met on July 13 at the Senior Center. JoAnn Ewing provided an overview of summer activities. The updated Everbridge flyer and sign-up sheet were presented. An article will run in the Rivereast to announce the sign-ups. Commission members discussed presenting their survey information to the Council in September.

Conservation-Lake Commission

The Conservation-Lake Commission held a meeting July 13. New members Nancy Hasselman and Danielle Holmes were introduced. Dr. Knoecklein continues to work with Mr. Mitchell at Chatham Health to monitor the lake as bacteria levels were rising. At the time of the meeting there was no word from DEEP whether the copper sulfate application permit had been approved. The committee is looking to create a checklist of items that watershed residents can do to lessen the runoff water into the lake from their properties. Residents who accomplish a reduction of runoff into the lake will be awarded with a lake smart plaque and recognized with the Council and in town to try and increase the number of homeowners that will take on improvements of their private property.

Design Review Board

No meeting

Economic Development Commission

The Economic Development Commission met on July 18. Library Director Ellen Paul presented a business database called A to Z Database. This would be housed on the library's website and be a good marketing tool for businesses in town as well as a resource for the EDC and other organizations to use when contacting businesses. EDC members continue to reach out to businesses to try and recruit them to East Hampton. A business networking event at the Bevin House on August 23 was discussed.

Ethics Commission

No meeting

Fire Commission

The Board of Fire Commissioners held a regular meeting July 10. Commissioners discussed the recent St. Clements fire and logistical difficulties. Changes to FD bylaws were approved.

High School Building Committee

The High School Building Committee held their regular meeting July 20. The project is almost complete. The blue water issue is still outstanding. The report and future plan were submitted to the State DPH. The current plan entails aeration of the water along with addition of an orthophosphate if the aeration alone does not work. There was an additional suggestion of adding plastic piping to all areas where water needs to be potable. This is occurring in the kitchen over the summer, and if that works out that will be looked into further for the rest of the building. There is a window of 18 months before the State expects a resolution.

Inland Wetland Watercourses Agency

The Inlands Wetlands and Watercourses Agency held their regular meeting on July 26. The application for Edgemere Condo improvements along the lake shore was approved. This is a project that had been identified by the 9 Point Watershed Plan as a priority. The Friends of the Lake are funding it. A driveway was approved at 88 Long Crossing, and the fuel station at 5 Gildersleeve for the Town was also approved. A public hearing was held on changes to the fees and regulations. The changes were approved and will be implemented on Sept. 1.

Joint Facilities

The regular meeting of the Colchester – East Hampton Joint Facilities Committee was held at the Colchester-East Hampton Waste Water Treatment Plant Meeting Room on Tuesday July 18th at 5:00 P.M. Mr. Clayton shared the Joint Facilities Operations and Maintenance reports for May and June. He gave a brief overview of routine repairs. Key items discussed were; Force main break at the North Maple pump station, Power failure at the Plant, Emergency safety training for staff by Eversource, Town wide paper shredding day and the DMRQA state testing was completed. Mr. Smith reported on the 2016/17 operating budget coming to the end of that fiscal year. Mr. Clayton provided the status of the Barscreen Compactor and Auto Septage Station. The Auto Septage Station is on site and the piping and flow meter has been installed and is currently waiting on the electrical. The Barscreen Compactor should be ready in October. The administrative office personnel reported that the Joint Facilities web page has been completed and has been added as a link on the WPCA web page and Boards and Commission page.

Library Advisory Board

The Library Advisory Board held their regular meeting and a workshop on July 3. The workshop was a community conversation that Library Director Paul had with the Board members, so they could understand the process for the upcoming conversations the library will hold. During the regular meeting, the Board moved to support the Library joining the Libraries Online (LION) consortium. The group is working to obtain membership to the CT Association of Library Boards.

Middle Haddam Historic District Commission

No meeting

Parks & Recreation Advisory Board

No meeting

Planning & Zoning Commission

Continued: Amendments to East Hampton Zoning Regulations- Section 8.4.M, Special Regulations, Standards For Specific Uses, Accessory Dwelling Units. – CONTINUED.

Application of Main St Venture, LLC, 3 Main St, for a Text Amendment for PO/R Zone – CONTINUED.

Town Facilities Building Committee

The Town Facilities Building Committee held multiple meetings in July. A conceptual rendering of a proposed building was presented to the committee, then approved by the same to move forward to the Town Council for presentation. RFPs for a construction manager were returned from interested firms and interviews of four firms were conducted.

Water Development Task Force

No meeting

Water Pollution Control Authority

No meeting

Zoning Board of Appeals

Continued Application of Ralph Landino 32 Pine Trail, to reduce the side setback to 8' to construct a 7.05' x 31.96' addition. Map 10A/Block 79A/Lot 14. – DENIED.

Application of Cary & Sharon Rollins of 18 West Point Rd., to increase the square footage from 1500 sq ft to 1632 sq ft to utilize the second floor. Map 05A/Block 83/Lot 12.- APPROVED.

Application of The Town of East Hampton, 5 Gildersleeve Dr., for a site location approval for a municipal fueling station. Map 06/Block 6/Lot 1.- APPROVED.

Application of Town of East Hampton/Department of Public Works 5 Gildersleeve Dr, to allow construction of a town vehicle fueling station with a canopy that straddles the ROW line along the front of the property. Map 06/Block 6/Lot 1. – APPROVED.