

Town Facilities Building Committee Schedule

Application Closing Date - Friday, January 20th

Special Meeting/Executive Session for Interview of Candidates - Tuesday, January 31st

Appointment of Members at Council Meeting - Tuesday, February 14th

Town Hall/Police Department RFP Schedule

Bid Closing Date – Monday, January 9th

Special Meeting to Review RFP's – Thursday, January 19th or January 26th

REQUEST FOR PROPOSAL
Property for Town Hall & Police Department
SCORING SHEET

Rating Scale

None	1
Little	2
Some	3
Substantial	4
Meets requirement	5

Name of Reviewer _____

PROPOSAL ADDRESS _____

Completeness- Does the proposal meet all of the requested criteria outlined in the RFP?	
Scope- How well does the proposed property meet the identified scope included in the RFP?	
Location- How accessible is the proposed property, how well does the proposal fit in with the community and the POCD?	
Infrastructure access- Does the proposal have access by town road, electricity, sewer, water, gas?	
Other- Does the property provide you with any other opportunities, attributes and/ or reasons why it is more preferential as a location for a Town Hall/ PD?	

Town of East Hampton
Water Pollution Control Authority
P.O. Box 218, 20 Gildersleeve Drive
East Hampton, Connecticut 06424-0218
Telephone (860) 267-2536, FAX (860) 267-9913

To: Michael Maniscalco, Town Manager

Date: January 4, 2017

From: Tim Smith, Public Utilities Administrator

Re: Water system South Main St. process and estimated costs

Mike, the following represents the process and an estimated cost for building a water system on the Pelletier property on South Main St.

1. Docket No. 07-12-02, Application of Pelletier Development Company for a Certificate of Public Convenience and Necessity for Belltown Place, East Hampton, CT was closed by DEEP on February 13, 2016.
2. In order to receive a Certificate of Public Convenience and Necessity for a water system we will need to resubmit all documentation required for this process.
3. Drawings for the development
4. Updated well tests pumping rates
5. Updated water quality analysis

Once this process is completed and approved by DEEP and DPH we would receive a Permit.

The estimated costs for building the water treatment plant and the distribution system for the development is \$500,000-\$750,000.

The estimated costs to run the distribution system 1.25 miles down South Main and connect to the existing water main at 100 Main street is \$1,250,000.

The total costs for this project is \$2,000,000, excluding engineering fees.

I have looked for grant funds and have been able to find any at this time, the State Connecticut, USEPA, USDA do not have grants. The loans that are available that I have found is at an interest rate of 3.7% at this time.



DRAFT

January ____, 2017

Re: Conservation Subdivision, 37 South Main Street, Map 20/ Block 51/
Lot 27

TOWN COUNCIL

Patience Anderson
Chairperson

Ted Hintz, Jr.
Vice Chairman

Peter Brown

Melissa Engel

Mark Philhower

Josh Piteo

Kevin Reich

Dear Mr. Pelletier,

Thank you for taking the time to meet with me regarding the proposed conservation subdivision of your property located at 37 South Main Street. As discussed at our meeting on December 13, 2016, I am interested in working with you to allow the Town of East Hampton to obtain ownership and control of the five wells located on this property. I understand that a significant portion of the property will be designated as open space and deeded to the Town as part of the subdivision application.

The purpose of this letter is to request that this open space parcel include the five previously drilled and approved wells and an associated easement to access the wells and to construct a water line from the wells to the Town Center area. As we know from tests conducted at the time of your previously approved project at the site, these wells are high functioning and offer clean water. This source of water could be an invaluable resource to the Town of East Hampton. In exchange for the town obtaining ownership of these wells, we are willing to offer to you a refund/waiver of the fees associated with the following subject to Town Council approval:

1. Reimburse the cost of the Inland Wetlands and Watercourses Application Fee: (\$1,610)
2. Reimburse the cost of the Planning and Zoning Application Fee: (\$3,800)
3. Reimburse the cost of all Zoning Permit Application Fees: (\$1,100 (22 lots at \$50/lot))
4. Waive all Building Application Fees (Approximately \$31,000 based on Chatham Forest)
5. Waive Mechanical Fees (Approximately \$3,300 based on Chatham Forest)
6. Waive Plumbing Application Fees (Approximately \$1,650 based on Chatham Forest)



- 7. Waive Electrical Application Fees (Approximately \$1,650 based on Chatham Forest)

Waiving the fees associated with construction of this proposed subdivision would be a value of approximately \$45,000 based on the valuations of the houses you recently constructed as part of the Chatham Forest Subdivision. Please note that you may be required to pay the State portion of all of application fees totaling approximately \$130. The town would request that subdivision plans reflect the wells and associated easement as part of any subdivision approval.

I would be happy to meet with you regarding this proposition at your convenience.

Best regards,

Michael Maniscalco, MPA
Town Manager

Chatham Health District Towns

Revenues (Vers.2)

	Rate	Town Population 2014	Proposed 2016-2017	Approved 2016-2017	Actual 2016-2017 to 12/23/16	Town Population 2015	Proposed Rate	Proposed 2017-2018
Interest			\$15.00	\$15.00	\$0.32			\$5.00
State Per Capita Grant	\$1.76		\$111,991.00	\$111,991.00	\$104,487.00		\$1.64	\$104,172.00 (full funding would be \$117,367.70)
Town Per Capita Contrib.	\$10.30						\$10.77	
Colchester		16,192	\$166,778.00	\$166,778.00	\$166,778.00	16,130		\$173,720.10
East Haddam		9,127	\$94,008.00	\$94,008.00	\$94,008.00	9,081		\$97,802.37
East Hampton		12,874	\$132,602.00	\$132,602.00	\$132,602.00	12,858		\$138,480.66
Hebron		9,564	\$98,509.00	\$98,509.00	\$98,509.00	9,552		\$102,875.04
Marlborough		6,430	\$66,229.00	\$66,229.00	\$66,229.00	6,430		\$69,251.10
Portland		9,444	\$97,273.00	\$97,273.00	\$97,273.00	9,391		\$101,141.07
Environ. Health Fees			\$151,165.00	\$151,165.00	\$60,171.00			\$151,000.00
Community Health Fees			\$15,000.00	\$15,000.00	\$5,966.00			\$10,000.00 Diminishing Flu money
Total Revenue (excluding grant offsets)		63,631	\$933,570.00	\$933,570.00	\$826,023.32	63,442		\$948,447.34

Grants

	Proposed 2016-2017	Approved 2016-2017	Actual 2016-2017	Proposed 2017-2018	Offset
Lead Grant	\$5,794.00		\$5,681.00	\$4,545.00	\$4,545.00
Block Grant/ Chronic Dis.	\$16,609.00	\$16,609.00	\$15,213.00	\$15,213.00	\$15,213.00
Preparedness Grant	\$46,273.00		\$46,273.00	\$46,273.00	\$16,628.00
FDA Retail Grant	\$5,660.00		\$3,329.00	\$2,951.00	\$2,951.00
Total					\$39,337.00
Approved 2016-2017 Block Grant /Chronic Disease included Lead					
					Offset salary \$26,864.00
					Offset fringe \$1,645.00
					Offset travel \$1,033.00
					Offset cell phone \$1,787.00
					Offset HAN \$5,600.00
					Offset computer \$500.00
					Offset office supplies \$949.00
					Offset Newspaper \$960.00
					Total Offsets \$39,338.00
Revenue				\$948,447.34	
Grant offsets				\$39,338.00	
Total				\$987,785.34	

Expenditures

Personnel	FTE	2016-2017	FTE	Promotion	2017-2018
Salary					
Director of Health	1.0	\$103,177	1.0		\$105,756
Chief Sanitarian	1.0	\$80,254	1.0		\$82,260
Sanitarian III	0.7	\$44,740	0.7		\$45,859
Sanitarian II	1.0	\$59,655	1.0		\$62,380
Sanitarian II					\$53,659
Sanitarian II					\$48,293
Sanitarian I	1.0	\$51,000	1.0		
Sanitarian I	1.0	\$45,900	1.0		
Public Health Nurse	1.0	\$62,246	1.0		\$63,802
Health Educator/Sanitarian II	0.7	\$39,436	0.5		\$30,316
Office Manager	1.0	\$51,469			
Office Assistant	0.8	\$23,176			
Office Manager/Bookkeeper					\$58,000
Administrative Assistant					\$42,000
Contract Food Service		\$20,000			\$15,000
Overtime	9.2		\$855	9.2	
			Expended		
Total Salary, Contract & OT		\$581,053	\$258,618		\$607,325 5.60%
Fringe					
Health insurance		\$80,349	\$42,740		\$101,220
HSA Contribution					\$15,600
Pension		\$43,887	\$44,712	Projected	\$56,617
Workers Comp.		\$19,000	\$13,205		\$13,205
Life		\$1,300	\$638		\$1,320
FICA					
Social Security 6.2%		\$34,636	\$15,539		\$38,000
Medicare 1.45%		\$8,124	\$3,634		\$8,887
Total Fringe		\$187,296	\$120,468		\$219,249
Total Salary & Fringe		\$768,349	\$379,086		\$826,574

Operations

Motor Fuel	\$2,250.00	\$873.00	\$2,250.00
Vehicle Maintenance	\$2,000.00	\$846.00	\$3,000.00
Staff Mileage Reimbursement	\$2,000.00	\$186.00	\$1,500.00
Motor Vehical Purchase	\$13,000.00	\$0.00	\$14,000.00
Books and Periodicals	\$140.00	\$0.00	\$150.00
Communications	\$9,225.00	\$2,648.00	\$4,320.00
Postage			
Cell Phone Telephone and Internet			\$7,071.00
Meetings and Conferences	\$500.00	\$589.00	\$1,000.00
Newspaper Advertising	\$500.00	\$0.00	\$500.00
Printing and Binding	\$1,000.00	\$238.00	\$1,000.00
Consultants - Comm./Computer Network	\$5,000.00	\$675.00	\$5,000.00
Dues and Fees	\$3,000.00	\$2,975.00	\$3,000.00
Howard Dean - Tuition Reimbursement	\$5,000.00	\$2,642.00	\$7,500.00
Equipment/Other supplies	\$1,000.00	\$0.00	\$1,000.00
Computer Equipment	\$1,500.00	\$0.00	\$1,500.00
Liability Insurance	\$11,865.00	\$17,308.00	\$17,308.00
Other Purchased Services		\$3,726.00	
Contracted Services - Payroll/Finance	\$12,110.00		\$17,700.00
Middlesex Homecare	\$5,000.00		\$0.00
Han - Everbridge	\$10,932.00	\$10,932.00	\$12,026.00
Professional/Tech. Services		\$7,140.00	
Audit	\$4,500.00		\$4,500.00
Legal	\$5,500.00		\$5,500.00
Medical Advisor	\$9,000.00		\$9,000.00

Refunds	\$500.00	\$175.00	\$500.00
Rent/Heat/Electric	\$39,655.00	\$22,692.00	\$36,639.00
Public Utilities (sewer)	\$500.00	\$0.00	\$400.00
Electricity	\$0.00	\$726.00	\$2,400.00
Furniture and Fixtures	\$500.00	\$0.00	\$450.00
Supplies/Material/Minor Equipment	\$4,000.00	\$1,432.00	\$3,000.00
Educational Supplies			
Field Equipment			
Office Supplies			
Medical Supplies			
Operating Transfers Out - Other	\$6,600.00	\$0.00	
(Sick & Vac.)	\$2,000.00	\$0.00	
Contingency			<u>\$2,000.00</u>
Subtotal Operations	\$158,777.00		\$149,214.00
Capital Reserve	\$5,000.00	\$0.00	\$5,000.00
Employee Retirement Fund		\$0.00	\$6,600.00
Undesignated Fund Balance			
Web-based Records Management Contract	\$0.00		<u>\$0.00</u>
Total	<u>\$5,000.00</u>		<u>\$11,600.00</u>
Total Expenditures	\$932,126.00		\$987,388.00
Was \$930,022, sub. OT and salary adj.	\$2,059.00		\$39,338.00
Minus Grant offsets	\$930,067.00		\$948,050.00

general policy where all expenditures had to be approved. The research will be included with the minutes filed in the Town Clerk's Office.

A motion was made by Mrs. Anderson, seconded by Mr. Hintz, to approve the Survey Policy as presented. Voted (7-0)

Review of CNG Community Contribution Agreement

A draft proposal for the CNG Community Contribution was prepared by the Town Attorney and forwarded to CNG. The updated document was presented to the Council.

A motion was made by Mr. Hintz, seconded by Mrs. Anderson, to direct the Town Manager to enter into the Community Contribution Agreement with CNG. Voted (7-0)

Update on CNG Service Agreement – Fire Company #2

At the last Council meeting, the Council approved 9 of the 10 service agreements for CNG. The one facility in question was Fire House #2 as it is leased and there was talk of a new firehouse. CNG said the loss of this facility will not affect the project. No action was taken on the service agreement.

Continued Discussion of Facilities

Mr. Hintz, Mrs. Anderson and Mr. Philhower suggested tabling the discussion on facilities until the High School project issues are resolved. Other members felt it was good to keep the discussions going.

Mrs. Moore reviewed a letter from West High Enterprises with preliminary costs for 201 West High Street as a municipal emergency building.

There was discussion regarding the letter received from Ken Barber, Chairman of the Board of Education. There were concerns that Mr. Barber was the only person from the Board involved in writing the letter and the remainder of the Board may have different visions for the school. There were questions related to the initial statements by Mr. Barber at the Public Information Meeting that the students from Center School would be absorbed into the other existing schools. Additional information will be requested from the Board of Education and invite them to a future meeting.

New Business

Transfer of Funds for Police Special Revenue

Per the Town Council's Special Revenue Fund Policy, a transfer was requested that \$83,626 be transferred to the Capital Reserve Fund and that the funds be designated for "public safety" projects. No transfers were recommended from the Parks & Rec budget. Mr. Hintz asked about the initial balance of the account. More information will be gathered for the next meeting.

* **Extension of Tax Abatement for Sports on 66**

Mr. Hintz recused himself from this discussion.

A tax abatement was granted to this new business under the old resolution. As a result, this business has been grandfathered into this program which requires the substantial completion of the structure within 18 months. To date substantial completion has not occurred and they have requested an extension.

A motion was made by Mr. Philhower, seconded by Mr. Pfaffenbach, to exempt this item from the 2nd Reading Policy. Voted (6-0)

A motion was made by Mr. Philhower, seconded by Mr. Pfaffenbach, to extend the tax abatement for Sports on 66 for 17 months. Voted (6-0)

A motion was made by Mrs. Anderson, seconded by Mr. Visintainer, to direct the Town Manager to negotiate a tax abatement agreement with the property owner of Sports on 66. Voted (6-0)

Sub-Committee for NAGE Contract

The NAGE union contract, which represents the Public Works and Town Hall staff, is ready to begin negotiations and the town would like to have a sub-committee to meet to set out expectations and discuss possible strategies. Mrs. Moore asked Phil Visintainer and Mark Philhower to be the sub-committee.

Approval of Park & Rec Director Contract

A final candidate has been selected for the Park & Rec Director position. The employment contract must be approved by the Council. The contract provides the same benefits as are provided in previous employment contracts. The only difference is that there is no residency requirement for this position as it does not carry a first responder requirement.

A motion was made by Mr. Pfaffenbach, seconded by Mr. Visintainer, to exempt this item from the 2nd Reading Policy. Voted (7-0)

A motion was made by Mr. Visintainer, seconded by Mr. Pfaffenbach, to approve the Park & Rec Director contract. Voted (6-1) Mr. Philhower against.

Update from January 21, 2015 High School Building Committee Meeting

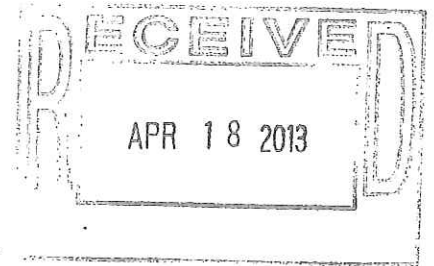
State Representative Melissa Ziobron and Senator Art Linares are working on legislation for "notwithstanding" language for the High School project. Senator Linares is on the Education Committee and is working with that Committee to try to get the language through. There are no guarantees at this point.

A meeting was held with the State Department of Administrative Services Commissioner, Michael Maniscalco, Diane Dugas, Melissa Ziobron and Michele Barber. It was learned that it is common for the category of reimbursement to start as Extensive Alterations/Roof Replacement (EARR) initially. The classification of reimbursement can be changed at any time during the project and up to 3 to 5 years after. It was noted that the town has not been told that they won't be changed to Renovate as New. Council members expressed their opinions on the High School renovation issues and the timeline of when staff knew of the classification of reimbursement. The High School Building Committee had not yet arrived at the meeting as they were attending their own meeting.

A motion was made by Mr. Hintz, seconded by Mrs. Anderson, to remove all members of the High School Building committee and replace them with the Town Council. Voted (3-4) Mr. Hintz, Mrs. Anderson and Mr. Philhower in favor; Mrs. Moore, Mr. Reich, Mr. Pfaffenbach and Mr. Visintainer against. Motion fails.

Discussion of Town Manager's Handling of HS Renovation Letter from DAS

The Town Manager provided an overview of the timeline related to a letter received by the Superintendent from the Department of Administrative Services (DAS) and the CREC contract that states that they are in charge of the state reimbursement. Michele Barber, Vice Chairperson of the High School Building Committee provided information on the building project. She noted that if the committee knew that the status was not Renovate as New they would not have started construction.



TOWN OF EAST HAMPTON, CONNECTICUT

ASSESSMENT DEFERRAL PROGRAM APPLICATION

I. Applicant Information

A. Property Address: 265 West HIGH St.

Map 06 Block 12 Lot 9

B. Owner: Traditional Innovations LLC

C. Nature of owner's interest in the property (i.e., sole owner, 50% share-holder, etc.): _____

Brian Cutler 55% of LLC

D. Name, mailing address and phone number of person to contact concerning application (i.e. owner or authorized agent):

Name: BRIAN CUTLER

Address: 265 W. HIGH ST.
E HAMPTON 06424

II. Rehabilitation/New Construction

A. Expected date of commencement: SEP 4/2013

B. Expected date of completion: FEB, 14, 2014.

C. Type of Rehabilitation or Construction (specify):

New Commercial Building

D. Property Use (please list all proposed uses)

SPORT FACILITY

RETAIL / STORE FRONT

E. Square Footage of New Construction 38,000
F. Approximate Cost of Proposed Construction \$2.8.

III. Current Assessed Value of Property

Land 196540
Building(s) 107250
(If more than one, list assessment on each and check building(s) to be improved) 12240

IV. Other Tax Subsidies

A. Are you receiving abatement or deferral of tax increases for the subject property under any other program? () Yes (X) No

If so, describe: _____

V. Sworn Statement

I certify that all information in this application, and all information furnished in support of this application, is true and complete to the best of my knowledge and belief.

[Signature]
Signature (Property Owner)

4/18/13
Date

Subscribed and sworn to me this 18 day of April 2013.

[Signature]
Name and Title: ~~Clerk or Commissioner~~
~~of the Superior Court, Notary Public,~~
~~Justice of the Peace, Judge.~~

[Signature]
Signature

BERNICE C. BARTLETT
NOTARY PUBLIC
MY COMMISSION EXPIRES JAN. 31, 2014

EAST HAMPTON, CONNECTICUT

ASSESSMENT DEFERRAL PROGRAM

ASSESSMENT DEFERRAL AGENT AUTHORIZATION FORM

I hereby authorize: BRIAN CUTLER
Name

265 W. HIGH ST
Address

E. Hampton CT 06424

to complete and file any necessary forms and documents necessary for Assessment Deferral for the property located at

265 West High Street
of which I am the owner. I understand that by doing this, I am taking responsibility for all statements made by the agent in my behalf.

BRIAN CUTLER
Property Owner

4/18/13
Date

[Signature]
Signature

EAST HAMPTON, CONNECTICUT

ASSESSMENT DEFERRAL PROGRAM

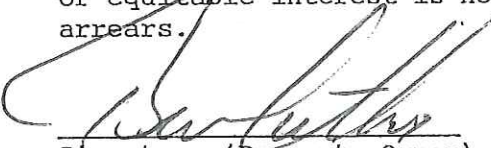
NOTORIZED STATEMENT ON EAST HAMPTON PROPERTY TAXES

I solemnly swear or affirm, with knowledge of the penalties for perjury and false statement, that the property located at

265 West High St.


(address of subject property)


or any other East Hampton property in which I have a legal, financial, or equitable interest is not in any tax or legally assessed fee arrears.


Signature (Property Owner)

4/18/13
Date

Subscribed and sworn by me this 18 day of April, 2013.


Name and Title: ~~Clerk or~~
~~Commissioner of the Superior~~
~~Court, Notary Public, Justice~~
~~of the Peace, or Judge~~


Signature

BERNICE C. BARTLETT
NOTARY PUBLIC
MY COMMISSION EXPIRES JAN. 31, 2014

Note: Subsequent revelation of false statement shall result in the immediate revocation of any agreement and the payment of all taxes abated to the date of the agreement.

EAST HAMPTON, CONNECTICUT
ASSESSMENT DEFERRAL PROGRAM

ASSESSMENT DEFERRAL REVIEW: BUILDING/ZONING

PROPERTY ADDRESS: 265 W. HIGH ST.

MAP 06 BLOCK 12 LOT 9

PROPERTY OWNER: Traditional Innovations LLC

DATE RECEIVED: 4-16-2013

1. Zoning Compliance Review No violations
Project approved P&Z 10/20/10, Modification approved
2. Code Infraction Verification No code violations P&Z 4/17/13
3. Building Plans Review Plans reviewed & approved
10/20/10 by P&Z Modification approved 4/3/13
4. Rehabilitation and/or Construction Cost Estimates _____
As stated \$2,839,200.00

I have reviewed the proposed project and find it and required supporting materials in compliance with the Criteria for Eligibility as set forth in the approved Resolution and Establishment of Criteria.

James P. Carey
Authorized Signature

4/17/13
Date

EAST HAMPTON, CONNECTICUT

ASSESSMENT DEFERRAL PROGRAM

ASSESSMENT DEFERRAL REVIEW: ASSESSOR

Property Address: 265 W. HIGH ST.
Map 06 Block 12 Lot 9

Property Owner: TRADITIONAL INNOVATIONS LLC

Date Received: _____

1. Assessment prior to rehabilitation and/or new construction:
\$ 0 - DEMO OF CURRENT BLDG.

2. Anticipated post-rehabilitation and/or new construction
assessment:
\$ 1,987,440.

3. Explanation of Increase: NEW CONSTRUCTION

4. Change in assessment caused by rehabilitation:

Amount: 1,987,440 Percentage: 100%

Approved; anticipated increase in assessment of
rehabilitation, additions/or new construction is 35% or more.

Rejected; anticipated assessment increase is less than 35%.

Approved; cost of new construction is in excess of \$150,000.

Rejected; cost of new construction is less than \$150,000.

Carol Amyle
Authorized Signature

April 18, 2013
Date

EXHIBIT C

EAST HAMPTON, CONNECTICUT

ASSESSMENT DEFERRAL PROGRAM

ASSESSMENT DEFERRAL NOTICE

(12-65-C-F)

PROPERTY ADDRESS: 265 W. HIGH ST.

Map 06 Block 12 Lot 9

OWNER: TRADITIONAL INNOVATIONS LLC.

ASSESSMENT BEFORE REHABILITATION: \$ 0

ASSESSMENT AFTER REHABILITATION: \$ 1,987,440

ASSESSMENT INCREASE CAUSED BY REHABILITATION \$ _____

<u>DEFERRAL SCHEDULE</u>	<u>YEAR</u>	<u>ASSESSMENT</u>
YEAR 1 (0% OF INCREASE)	<u>Oct, 2013</u>	<u>10070</u>
YEAR 2 (20% OF INCREASE)	<u>Oct, 2014</u>	<u>1009</u>
YEAR 3 (40% OF INCREASE)	_____	_____
YEAR 4 (60% OF INCREASE)	_____	_____
YEAR 5 (80% OF INCREASE)	_____	_____
YEAR 6 (100% OF INCREASE)	_____	_____

NOTE: In the event of a general revaluation in any year following the commencement of the assessment deferral, the property assessment shall shift accordingly and the deferred assessment shall be increased or decreased in proportion to the increase or decrease in the total assessment on such property as a result of such general revaluation.

Economic Development Commission
Town of East Hampton
20 East High Street
East Hampton, CT 06424

February 15, 2013

To Whom It May Concern:

The Economic Development Commission for the Town of East Hampton would like to express our unanimous support for the new complex at 265 West High Street. This complex will include: the current business at this location, Traditional Innovations; a wonderful indoor sports facilities; and other businesses that will keep waiting family members happy. Located on one of the main east-west arteries in Connecticut, this will easily draw from many towns in Connecticut. For East Hampton residents, this will add to our much needed leisure activities. EDC believes this type of complex will flourish here.

Best regards,

Cindy Rooth, Chairman, EDC

cc: Town Council
Town Manager

Sirois, Cathy

From: Sirois, Cathy
Sent: Monday, June 15, 2015 9:43 AM
To: 'bcut67@gmail.com'
Subject: Tax Abatement Agreement
Attachments: Tax Abatement Agreement - Belltown Sports LLC.pdf

Hi Brian,

Please see the attached draft of a tax abatement agreement for Belltown Sports LLC. Please contact the Town Manager's Office at 860-267-4468 if there are any questions.

Thank you.

*Cathy Sirois
Administrative Assistant
to the Town Manager
Town of East Hampton
(860) 267-4468
Please note: New email address csirois@easthamptonct.gov*

TAX ASSESSMENT AGREEMENT

THIS TAX ASSESSMENT AGREEMENT (“Agreement”), made and entered into as of June ____, 2015, by and between Belltown Sports, LLC (“Belltown”), a limited liability company organized and existing under the laws of the State of Connecticut, having an office and principal place of business at 265 West High Street, East Hampton, CT, and the Town of East Hampton, a municipal corporation located in the County of Middlesex and State of Connecticut, acting herein by Michael Maniscalco, its Town Manager (the “Town”).

RECITALS

- A. Belltown is planning to build an indoor sports facility at 265 West High Street within a _____ square foot commercial recreation facility (“Recreation Facility”);
and
- B. Said Commercial Building will be located on real property more particularly described in Exhibit A attached hereto and made a part hereof (the “Real Property”);
and
- C. Section 12-65b of the Connecticut General Statutes (“CGS”) provides that a municipality may enter into a written agreement with a party owning an interest in real property, to fix the assessment of the real property for a period of not more than two (2) years, provided the improvements made by the owner cost at least FIVE HUNDRED THOUSAND DOLLARS (\$500,000) but less than THREE MILLION DOLLARS (\$3,000,000.00) and are constructed for certain uses which include office, retail, permanent residential, transient residential, information technology, recreation facilities, manufacturing warehouse, storage, distribution; and
- D. The Property meets the requirements of CGS Section 12-65b, which permits tax assessment agreements under certain conditions, since the Property will be used as a recreation facility as required by the statute; and
- E. The Town deems it desirable to enter into an agreement fixing the assessment with respect thereto as an inducement to Belltown to develop the Property; and

- F. This Agreement has been authorized by an affirmative vote of the legislative body of the Town on August 8, 2013 and on January 29, 2015 in accordance with CGS Section 12-65b; and
- G. It is the intent of the parties hereto that this Agreement shall cover only the real property assessment and shall not affect any future personal property assessments.

NOW THEREFORE, in consideration of the mutual promises contained herein, the parties agree as follows:

1. Fixed Assessment Period. The Fixed Assessment Period shall be a separate and distinct period for the Real Property which shall be established as of the date the Certificate of Occupancy is issued for the Recreation Facility, commencing upon the October 1 following the date on which the Certificate of Occupancy for such facility is issued. The tax assessment on the Real Property only shall be fixed in the following manner:
 - a. *Year 0* - The assessment made prior to the October 1 commencement date of each Fixed Assessment Period shall be fixed at the current land value of the Real Property and shall continue until the commencement of the applicable Fixed Assessment. The Certificate of Occupancy for the Recreation Facility shall be obtained no later than twelve (12) months after the execution of this Agreement or this Agreement shall be deemed null and void.
 - b. *Year 1 – Year 2* - The assessments made on October 1 of Year 1 and Year 2 shall be fixed at the current land value of 265 West High Street.
 - c. *Year 3* – The assessments made on October 1 of Year 3 shall be based upon the valuation of the land and structures situated on the Real Property.
2. Acceptance of Valuation. As a further inducement for the Town to enter this Agreement, Belltown agrees to accept as correct the value placed upon the Improved Property by the Town at the time of the commencement of the applicable Fixed Assessment Period and any change in the valuation for any subsequent improvements to the subject building, and during the term of the applicable Fixed Assessment Period, Belltown waives any rights to appeal said valuations under CGS Sections 12-111, 12-117a, or 12-119 or any successor statute, reserving the right, however, to appeal such assessment to the East Hampton

Board of Assessment Appeals. The Town shall not change the assessed value of any particular building during the term of that building's Fixed Assessment Period, but if a town wide revaluation shall have occurred during such building's Fixed Assessment Period, the Town may cause a revaluation to be made of such building upon termination of the Fixed Assessment Period therefor. The Town shall not otherwise revalue the Property, except as part of a town-wide revaluation or upon any subsequent improvements. The purpose of this clause is to assure that the Town will be able to collect full taxes on the assessed value at the conclusion of the period of diminished taxes as set forth above and through any revaluation then in effect.

3. Default. If Belltown defaults under the terms of this Agreement, Belltown shall pay within thirty (30) days after the receipt of a bill therefore, to the Town such sum as may be set forth on said bill.
4. Condemnation. In the event the Property or any part thereof, or any estate therein is taken by condemnation or eminent domain during said Fixed Assessment Period, the applicable fixed assessments specified in Section 1 shall be adjusted to reflect the diminution of value arising out of said taking, in the manner provided by state and local laws and ordinances.
5. Fire or Other Casualty. In the event the Property or any part thereof or any estate therein is damaged or destroyed by fire or other casualty during said Fixed Assessment Period, the applicable Fixed Assessment shall not be adjusted.
6. Amendments. This Agreement may not be modified or amended except by a written agreement signed by both parties.
7. Sale of Property. In the event the Property or any part thereof is sold to another party during the Fixed Assessment Period, the remainder of the Fixed Assessment Period shall continue to be effective with respect to the successor owner(s) of the Property.

8. Severability. A ruling by any court or administrative body that a portion of this Agreement is invalid or unconstitutional shall have no effect on the other terms hereof which shall remain in full force and effect and binding on the parties.
9. Applicable Law. This Agreement shall be interpreted and enforced in accordance with the laws of the State of Connecticut.

IN WITNESS WHEREOF, the parties have executed this Tax Assessment Agreement and affixed their seals hereto, as of the date first above mentioned.

Signed and delivered in the presence of:

Town of East Hampton

By: _____
Michael Maniscalco
Its Town Manager

Belltown Sports LLC

By: _____
Brian H. Cutler
Its Manager
Duly Authorized

Sirois, Cathy

From: Sirois, Cathy
Sent: Wednesday, December 14, 2016 9:31 AM
To: 'bcut67@gmail.com'
Cc: Mike Maniscalco (mmaniscalco@easthamptonct.gov)
Subject: Meeting with Town Manager

Tracking:	Recipient	Read
	'bcut67@gmail.com'	
	Mike Maniscalco (mmaniscalco@easthamptonct.gov)	Read: 12/14/2016 9:31 AM

Hi Brian,

I am emailing to follow up on my phone call to you this morning regarding setting up a meeting with the Town Manager. As you requested I will call you on Monday, December 19th to check on a date that you are available to meet.

Thank you.

*Cathy Sirois
Administrative Assistant
to the Town Manager
Town of East Hampton
(860) 267-4468*

Please note: New email address csirois@easthamptonct.gov

Sirois, Cathy

From: Brian Cutler <bcut67@gmail.com>
Sent: Friday, December 30, 2016 7:03 PM
To: Sirois, Cathy
Subject: Re: Meeting with Town Manager

Hey Cathy,

I'll try and get in touch next week.

Thanks
Brian

On Fri, Dec 30, 2016 at 12:21 PM, Sirois, Cathy <csirois@easthamptonct.gov> wrote:

Hi Mr. Cutler,

Just a follow up to the phone message I left for you this morning. Please call the Town Manager's office at 860-267-4468. We would like to set up a meeting with you and Mike Maniscalco.

We will be closed as of 12:30pm on Friday, December 30th but will re-open on Tuesday, January 3rd at 8am.

Thank you.

Cathy Sirois

Administrative Assistant

to the Town Manager

Town of East Hampton

(860) 267-4468

RESOLUTION PROVIDING FOR ASSESSMENT DEFERRAL IN ACCORDANCE WITH THE PROVISIONS OF SECTION 12-65b OF THE CONNECTICUT GENERAL STATUTES I AS AMENDED

BE IT RESOLVED, by the Town council of the Town of East Hampton that pursuant to Section 12-65b of the Connecticut General Statutes the Economic Development Commission of the Town of East Hampton may recommend assessment deferrals to the Town Council as follows:

I. Purpose: The purpose of the Assessment Deferral Program is to attract commercial/industrial development, thereby expanding the tax base in East Hampton and enhancing the local job market by adding additional employment opportunities.

II. Qualifying Development The following types of development, consistent with state and local codes and regulations shall be considered:

- A. Real Property Improvements for Office Use
- B. Real Property Improvements for Manufacturing Use
- C. Real Property Improvements for Retail Use
- D. Real Property Improvements for Warehouse Use

III. Target Areas The priority target areas for business development follows:

- A. The Design Development Zone
- B. Industrial Zones
- C. Village Center Zone
- D. Retail/Commercial Zones

IV. General Requirements Applications for assessment deferrals under this program will be considered under the following circumstances:

- A. The proposed project is located in a target area.
- B. The proposed project will comply and will continue to comply with all applicable federal, state and local codes and regulations.
- C. The proposed project will comply with the American Disability Act (ADA) accessibility regulations.
- D. The proposed project will create at least one or more new jobs

- E. The proposed project will be compatible with neighboring areas/development.
- F. The proposed project will be architecturally acceptable/ compatible to the area.
- G. The proposed project will impose minimum. added demands on town services.
- H. The proposed project will tie in with the town infrastructure (i.e., roads, sewers, water).
- I. The proposed project will be of quality construction.
- J. The proposed project developer/owner has a good environmental "track record."
- K. The proposed project developer/owner has no delinquency in any taxes or service charges due the Town of East Hampton.
- L. The proposed project will have a clear benefit to the Town of East Hampton.
- V. Local Employment Requirements To the extent feasible, the developer/owner shall commit to the utilization of town-based businesses and local residents during both the construction and operation phases of the project.
- VI. Application Procedure All assessment deferral applications shall be made in writing by any party owning or proposing to acquire interest in real property in East Hampton on a form prescribed by the Town Manager. The completed form must be submitted to the Town Manager for presentation to the East Hampton Economic Development Commission. The Commission at its next regular meeting will review the application and invite the proposed developer/owner to make a formal presentation.

The Economic Development Commission shall examine the application to determine if it conforms to and complies with the town's requirements. Each application shall be reviewed on a case by base basis. Within 30 days of receipt of the application, the Economic Development Commission shall report their findings in writing to the Town Council who shall act upon the Commission's report within 30 days.

The final decision shall be the sole responsibility of the Town Council. In the event of unusual or extraordinary circumstances, the Town Council may alter or waive any requirements contained herein.

VII. Assessment Deferral Agreement Pursuant to Section 12-65b of the Connecticut General Statutes, as amended, the assessment of real property and all improvements thereon or therein may be fixed for a period of not more than seven (7) years provided the cost of such improvements to be constructed is not less than \$3,000,000; or for a period of not more than two (2) years provided the cost of such improvements to be constructed is not less than \$500,000; or to the extent of 50% of such increased assessment for a period of not more than three (3) years, provided the cost of such improvements to be constructed is not less than

\$100,000.

The fixed assessment period shall commence with the first fiscal year of the Town of East Hampton for which a tax list is prepared on October 1st immediately following the issuance of a Building Permit for any construction. The assessment of real p.roperty for the period prior to the affixed assessment period shall be determined in the normal course pursuant to state and local laws and ordinances.

After approval of any application by the Town Council, and the execution of an agreement, construction shall commence within six (6) months and shall be completed within eighteen (18) months. Any extension from this retirement must be recommended by the Economic Development Commission and approved by the East Hampton Town Council.

All agreements shall contain a provision that any owner that does not meet obligations contained in said assessment deferral agreement shall be liable to the town for all taxes that would have been due on the property, had such an agreement not been in place.

The Town Council of the Town of East Hampton hereby reserves all rights to grant or deny an assessment deferral application within its sole and absolute discretion.

By order of the East Hampton Town Council this 27th day of September, 1994.

Robert H. Heidel, Chairman

Barton Blau

Reginald Hazen

Wayne Rand

Roderick Rinell

Bruce Tuthill



Kristy L. Merrifield, CCMC
Collector of Revenue
Town of East Hampton

January 5, 2017

To: The East Hampton Town Council

Documentation of the below listed tax refunds are available in the Tax Office for your review if you so desire. The refunds total \$546.10.

Thank you for your assistance.

Kristy L. Merrifield, CCMC

Kristy L. Merrifield, CCMC
Collector of Revenue

0 • C

0 • C

90 • 15	+
125 • 71	+
130 • 28	+
112 • 76	+
8 • 69	+
72 • 24	+
6 • 27	+
546 • 10	*

**BOARD AND COMMISSION SUMMARY
DECEMBER, 2016****Arts & Culture Commission**

East Hampton Arts & Culture Commission discussed the need for a new town liaison to be appointed to assist through the budget season since their liaison has retired, and they reviewed last year's budget summary to prepare for this year. They discussed their successes and accomplishments for 2016 and goals and priorities for 2017-2018. They also discussed their website www.artsforeasthamptonct.org. Kevin Gunning has been maintaining the new web site, Melissa Pionzio provides event content and will be meeting with Kevin in January to learn how to submit information directly to the site so it will be nice and full for the coming year and can be better promoted. There are also two open positions on the board to be filled as well as a student liaison

Board of Finance

A Regular Meeting of the Board of Finance was held on December 19, 2016. The meeting included an Executive Session for Potential Purchase of Property that lasted approximately 1/2 hour and included Mr. Jylkka, Mr. Maniscalco, Town Council Chair Patience Anderson and Town Council Members Mark Philhower and Josh Piteo as invited attendees. The Regular portion of the meeting involved approving the FY2018 Budget Calendar and review of the 2018-2022 Capital Improvement Plan with detailed discussion had around why the Center School Boiler Replacement project and the Fuel Island Replacement Project were not included and instead will be seeking approval to move forward this FY. Planning of a Special Meeting to vote on one or both of these projects prior to the next Council meeting (1/10) was also discussed.

Brownfields Redevelopment Agency

The Brownfields Redevelopment Agency held their regular meeting on December 19th. The building at 13 Watrous Street has been substantially demolished. There was discovery of a vault in the ground that is taking in water. The Town is working to determine the cause of the water and to stop it.

Clean Energy Task Force

No meeting

Commission on Aging

The Commission on Aging met on December 8th. They discussed the increase in MAT bus service costs, the CRT lunch issue and the survey that they will be bringing to the Town Council for approval in January.

Conservation-Lake Commission

The Conservation-Lake Commission held their regular meeting on December 8th. Plans were reviewed and rejected for a new home construction on 18 West Point Rd., based on the amount of lot coverage. The 9 Point Watershed Plan was forwarded to the EPA by Chuck Lee at CT DEP; Mr. Lee was impressed with the plan and is anticipating approval

that will allow the town to apply for Federal funding. Concern was expressed by Dr. Knoecklein that the current Public Works Director does not have as much knowledge regarding the lake and the processes needed to help it as the previous Director. Discussion occurred on asking the Town Manager to direct the current Director to take initiative on identified projects (such as catch basins, etc.) that can be done through the department to further lake health.

Design Review Board

No meeting

Economic Development Commission

The Economic Development Commission held their regular meeting on December 20th. Ace Hardware is the current Belltown Spotlight on Business for the month; next up is Rossini's. Upcoming networking events and a business showcase (for spring & summer 2017) were discussed, along with the EDC budget and different strategies for attracting business and getting input from existing businesses in town.

Ethics Commission

No meeting

Fire Commission

The Board of Fire Commissioners held their regular meeting on December 12th. Discussion occurred on the budget and Capital requests. Chief Voelker stated there are still some issues with the Glastonbury dispatch, such as alpha pagers and sirens. The Ladder Truck is being built with an anticipated finish date of January 24th. Assessment of the current ladder truck and auction of that was also discussed. The possibility of changing the annual Awards Program was raised, using data on the times of calls. It seems a good deal of calls happen during the typical work day when most members are out of town, making it almost impossible for them to make a "good year". This will be discussed more in the future.

High School Building Committee

The High School Building Committee held their regular meeting on December 15th. The urgency regarding the water issues at the school were discussed. Testing is being completed, and Downes has offered to give an information session if needed regarding the process. They believe the issue to be from conduction of DC current, but where it is coming from still needs to be found. The state is being worked with closely and monitoring the situation as well. Accessibility solutions for the music room and handicapped parking spaces were discussed. The project is still on track to be completed by the end of May.

Inland Wetland Watercourses Agency

The Inlands Wetlands and Watercourses Agency held their regular meeting on December 21st. An application for a new home construction at 18 West Point Rd. was approved. Applications for water line drilling at 135 Middle Haddam Rd., a replacement

of the boat ramp at Sears Park, and a new commercial building at 00 East High Street (Napa) were continued.

Joint Facilities

No meeting

Library Advisory Board

The Library Advisory Board held their regular meeting on December 5th. Discussion with Town Manager Maniscalco centered around the open Library Director position and how/if the Board could be of help.

Middle Haddam Historic District Commission

The Middle Haddam Historic District Commission met on December 22nd. One application for a Certificate of Appropriateness for the Second Congregational Church on Middle Haddam Road was reviewed, to install copper conductor heads and downspouts on the face of the building between the main roof and the two steeples. The application was approved unanimously.

Parks & Recreation Advisory Board

No meeting

Planning & Zoning Commission

No meeting

Water Development Task Force

The regular meeting of the Water Development Task Force was held at the Colchester-East Hampton Waste Water Treatment Plant Meeting Room on Thursday December 8th at 6:30 P.M. The Task Force discussed the evaluation process for the five firms that submitted RFP's for the water system project. Once the short list of firms or a primary firm is determined the WDTF will submit their recommendation to the Town Council.

Mr. Smith will be attending the WUCC meeting on December 12th. At that time the WUCC will be voting to approve the Water Supply Assessment Plan to send to the State Health Dept., the assessment plan will include the Town of East Hamptons need of a proper public water system. Mr. Smith and Mr. Maniscalco met with the Selectwoman from the Town of Portland to discuss the possibility of a water hookup with the MDC which would require going though Portland. The Selectwoman gave her support if or when a pipe line is needed. On the opposite end, Portland is also interested in connecting to the Oakum Dock water system if completed to benefit the nearby Portland areas.

Water Pollution Control Authority

The regular meeting of the Water Pollution Control Authority Committee was held at the Colchester-East Hampton Waste Water Treatment Plant Meeting Room on Tuesday December 6th at 6:00 P.M. Mr. Smith provided copies of the comments from the Water Development Task Force (WDTF) that were presented to the Central Water Utility Coordinating Committee (WUCC). These comments were prepared for the WUCC

describing the Town of East Hamptons need of a public water system. Vice Chairman Valentine did an overview of last Joint Facilities meeting and noted the completion of the RDT project. Mr. Smith discussed the recent video inspections at Royal Oaks. The videotaping for wells 3 & 4 showed iron staining in the wells to approx. 75-80ft. where it stopped. A new steel liner with a Jazz well seal was inserted at 80 ft. The wells are now producing good water at a rate of less than 1 part per million of iron. Video of well 1 didn't show any visible iron veins coming in through the rock and is still producing at a rate of 6 parts per million of iron.

Zoning Board of Appeals

The ZBA met on December 12th. One application for Marina Cottage, LLC. 40 Oakum Dock Rd., to reduce required front yard setback from 50' to 30' to construct a 20' x 17' sunroom addition to existing living room on the southwest corner of the house was reviewed. The application was approved unanimously.