

**TOWN OF EAST HAMPTON
TOWN COUNCIL MEETING
TUESDAY FEBRUARY 13, 2018
6:30PM**

**East Hampton Municipal Building
Quarterly Update – February 13, 2018**

Prepared by C&E Enterprise, LLC.

1. Schedule Update:

- *Based upon the current schedule, we are anticipating a September 2018 start date for site work and a building completion of December 2019.*

2. Current Financials:

Please see the attached report with invoices through 2/13/18

3. Project Progress to Date:

- *Test pits have been completed and show no ledge.*
- *Borings have been completed for the geo-technical analysis and show no refusal.*
- *Boundaries, the civil engineer for the project has completed the full submission to Inland Wetlands and Planning and Zoning. The dates are illustrated below. Both initial meetings for the acceptance of the application have been completed. Public hearings have been set for both commissions. IWWA is set for February 21st and Planning and Zoning is set for March 7th.*
- *All floor plans have been designed and the layouts of the individual department spaces have been approved.*

4. Architect Update re: Design Progress

- *The Schematic Design process has been completed and signed off on by the Building Committee.*
- *Amenta Emma is currently on hold with the commencement of the Design Development phase of the architectural until the Schematic Estimate is completed and finalized.*

- *The Schematic Estimate is being completed and reconciled by Newfield Construction, the Town's Construction Management Firm and we anticipate the final results of this estimate to be delivered and discussed at the Building Committee meeting on Thursday February 15th.*
- *Amenta Emma and Newfield Construction will be attending the Building Committee meeting on February 15th as well to walk through the estimate in detail.*

IMPORTANT DATES

January 31, 2018 – Application to IWWA for Wetlands Permit for Site Plan – Acceptance of application
February 7, 2018 – Application for Special Permit and Site Plan to P&Z – Acceptance of application
February 8, 2018 – Application Referral to Conservation Lake Commission
February 21, 2018 – Possible Decision of IWWA for Wetland Permit
March 7, 2018 – P&Z Public Hearing and Possible Decision

East Hampton Municipal Building - Financial Statement

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed Certification is attached.
 In tabulations below, amounts are stated to nearest dollar.

SEE ATTACHED ADENDUM

APPLICATION NUMBER: 1
 APPLICATION DATE: 2/13/2018
 PERIOD TO: 2/13/2018

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECTS PROJECT NO: East Hampton Town Hall / Police Station /BOE Building

A ITEM NO.	B DESCRIPTION OF WORK	C BUDGETED SCHEDULED VALUE	D ACTUAL VALUE	E WORK COMPLETED		F THIS PERIOD	G MATERIALS PRESENTLY STORED (NOT IN D O R E)	H TOTAL COMPLETED AND STORED TO DATE (D + E + F)	I BALANCE TO FINISH (C-G)	J RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)						
	Unit Renovations									
1	General Conditions & Soft Costs	\$ 3,636,067.00	\$ -	\$ 146,830.10	\$ 151,710.46	\$ -	\$ -	\$ 298,540.56	\$ 3,337,526.44	\$ -
2	Insurance & Bonds	\$ 355,453.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 355,453.00	\$ -
4	Construction Costs	\$ 12,760,395.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,760,395.00	\$ -
62	Design / Estimating Contingency	\$ 1,014,150.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,014,150.00	\$ -
63	Owner's Contingency 7%	\$ 1,214,935.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,214,935.00	\$ -
	TOTALS	\$ 18,981,000.00	\$ -	\$ 146,830.10	\$ 151,710.46	\$ -	\$ -	\$ 298,540.56	\$ 18,682,459.44	\$ -



STATE OF CONNECTICUT
OFFICE OF POLICY AND MANAGEMENT

January 10, 2018

Dear Chief Elected Municipal Official:

Subsection (h) of Connecticut General Statute, Section 4-661 (attached) established a municipal expenditure cap. Pursuant to the law each municipality shall annually certify to the Secretary of the Office of Policy and Management (OPM) whether the municipality's adopted budget expenditure has exceeded the previous fiscal year by 2.5% or the rate of inflation, whichever is higher.

Although OPM is required to collect this certification, the adopted biennial state budget for fiscal years 2018 and 2019 does not include a penalty for exceeding the expenditure cap for fiscal year 2018 municipal grants. Depending on legislative action during the 2019 session of the General Assembly, there may or may not be related penalties for fiscal year 2019 or thereafter.

Please access the OPM website at: <http://www.ct.gov/opm/municipalcap>.

Under the News and Updates heading you will see a link to a form for you to fill out and sign. Please fill out the form completely and e-mail it to OPM.MuniCap@ct.gov by February 7, 2018.

Please note that while the language in subsection (h) provides some very general guidance regarding what expenditures are considered outside of "municipal spending", it does not provide definitions or specific guidance. OPM believes that it is the intent of the law to exclude business-type activities from municipal spending. With this in mind, you will need to interpret the language in the statute and make those determinations for your municipality. Please be consistent across fiscal years when doing so.

If you have any questions contact David Kalafa at 860-418-6221.

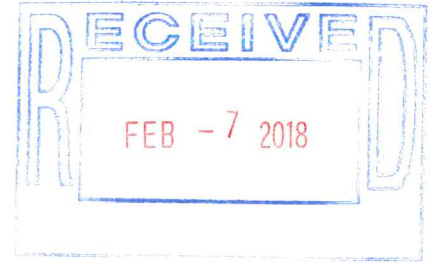
Sincerely,

A handwritten signature in blue ink, appearing to read "Ben Barnes".

Benjamin Barnes, Secretary

Enclosure

January 31, 2018



Michael Maniscalco, MPA
Town Manager
Town of East Hampton
20 East High Street
East Hampton, CT 06424

Mr. Maniscalco:

With the many cutbacks and cost-saving adjustments made by Middlesex Hospital over the past year, we were able to end the fiscal year with a favorable profit margin, and it was above what was expected. In light of this, and because of continued uncertainty regarding the state budget's impact on local towns, the Hospital's executive team will **not increase the per capita charge for the next contract term: July 1, 2018 through June 30, 2019. That means the rate of \$1 per capita will hold for an additional year and will not be increased to \$2 until the next contract term, which begins on July 1, 2019.**

Enclosed please find Amendment To Agreement for your review and signature. Once signed, please return to:

Middlesex Hospital
EMS Manager
28 Crescent Street
Middletown, CT 06457

Once received, a fully executed copy will be sent to you for your records. Please feel free to contact me at (860) 358-6081 should you have any questions or if I can be of any assistance.

Sincerely,



James Santacroce
EMS Manager

28 Crescent Street
Middletown, Connecticut 06457-3650

enclosure
file

tel 860 358-6000
fax 860 358-6654
www.middlesexhospital.org

SECOND AMENDMENT TO AGREEMENT

This Second Amendment to Agreement (the "Second Amendment") is entered into effective July 1, 2018, by and between Middlesex Hospital, a Connecticut corporation owning and operating a Connecticut licensed acute care hospital and other treatment facilities with a main business address at 28 Crescent Street, Middletown, Connecticut 06457 ("Middlesex Hospital") and the Town of East Hampton, with offices at 20 East High Street, East Hampton, Connecticut ("Town").

WITNESSETH

WHEREAS, Middlesex Hospital and Town entered into an Agreement dated July 1, 2016 (the "Agreement") for Middlesex Hospital to continue to provide Paramedic Services to the residents of the Town; and

WHEREAS, Middlesex Hospital desires to continue providing paramedic services to the residents of the town.

WHEREAS, both parties have agreed to amend the Agreement as set forth below.

NOW, THEREFORE, in consideration of the premises and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, parties agree as follows:

1. The Agreement is hereby amended as set forth in the following paragraphs.
2. The term of the Agreement is hereby renewed for an additional one (1) year term July 1, 2018 - June 30, 2019 in accordance with Section 6 of the Agreement.
3. The \$1.00 increase as indicated in Section 1 of the Agreement will be waived by Middlesex Hospital to the Town for only the renewal term of July 1, 2018 - June 30, 2018 under this Second Amendment.
4. Except as amended by this Second Amendment, the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the said parties have caused this Amendment to be executed by their duly constituted officers as of the effective date of this Agreement.

ACCEPTED BY:

Middlesex Hospital

Town of East Hampton:

Signature

Signature

Print Name

Print Name

Title

Title

Date

Date

Sirois, Cathy

Subject: FW: Radio System Emergency Repairs

From: Maniscalco, Mike
Sent: Thursday, January 25, 2018 1:28 PM
To: Sirois, Cathy <csirois@easthamptonct.gov>
Subject: Fwd: Radio System Emergency Repairs

Hold below for TC Agenda

Best regards,

Michael Maniscalco, MPA
Town Manager
Town of East Hampton
860-267-4468

Begin forwarded message:

From: "Davoren, Thomas" <tdavoren@easthamptonct.gov>
Date: January 25, 2018 at 1:15:45 PM EST
To: "Maniscalco, Mike" <mmaniscalco@easthamptonct.gov>
Subject: Radio System Emergency Repairs

Sir,

The status of the emergency radio repairs project is outlined below:

1. American Integrity Restorations has started repairs on the Cobalt radio shed on Monday 1/22/18. The electrical work is 80% complete and they are working on the roof which they expect to complete today 1/25/18.
2. Purchase orders were cut for Motorola Solutions and Norcom. Both companies acknowledged their receipt and they are ordering equipment.
3. Our consultant Paul Zito is working with EMS and Fire to understand their business model for his report, which he hopes to complete in 4 weeks. He is also working with Motorola, Norcom and American Restoration.
4. Next week, Mr Zito plans to meet with Motorola, QV and American restoration to discuss equipment removal and the installation of the new floor at the Cobalt site.

Respectfully Submitted,

Tom Davoren

Thomas Davoren
Chief of Police
East Hampton Police Department
20 E High St.
East Hampton CT 06424
860-267-9544 (Admin)



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

February 13, 2018

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 thirteen refunds totaling \$24,371.35.

Respectfully Submitted,

A handwritten signature in black ink that reads "Kristy L. Merrifield, CCMC". The signature is written in a cursive style.

Kristy L. Merrifield, CCMC
Collector of Revenue

213.35 ☒
179.49 ☒
254.85 ☒
2,741.29 ☒
19,989.18 ☒
115.57 ☒
632.82 ☒
244.80 ☒
24,371.35 ☒

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BOARD AND COMMISSION SUMMARY JANUARY 2018

Arts & Culture Commission

The Arts & Culture Commission met on January 18th. Rebecca White reported on her Senior Project. The Art Purchase Award installation is scheduled for January 30th at 8am at the High School. The budget was discussed

Board of Finance

On Tuesday, January 16th, the Regular Meeting of the Board of Finance was held at the EHMS Library.

While no action was taken, the following items were discussed:

1.) Audit

Mr. Jylkka referenced the Audit results that were emailed as well as provided in hard copy to all Board Members and stated that the Lead Auditor is being scheduled to present to the Board at a future meeting.

2.) Teacher Contract Negotiations

Mr. Jylkka informed the Board that negotiations are scheduled to begin in August with invitations to the Board to participate being promised.

3.) Tax Bill Modification

At the request of Ms. McLennan, Mr. Jylkka shared multiple examples of tax distribution breakdowns provided by other cities and towns. After a brief discussion, Mr. Jylkka was asked to investigate the cost to have something similar to the Danbury example added to our tax bills. Further discussion to be had at the February meeting.

4.) TIF Zone Proposal

After a brief discussion resulting in conflicting views on the proposal, it was decided that the BOF would not provide a recommendation to the Town Council at this time.

Brownfields Redevelopment Agency

The Brownfields Redevelopment Agency held their regular meeting January 22. The residential well at 4 Starr (as a result of abandoning the well at 13 Watrous) has been dug, the contractor needs to submit a final well completion report to Chatham Health at this time. A RFP is being created for the final PCB removal work to be done at 13 Watrous.

Clean Energy Task Force

The Clean Energy Task Force held their regular meeting on January 2. There was discussion on possible programs and resources for 2018. As the State has de-funded the green energy bank, the credits currently held with Eversource for community programs are unable to be used. The second annual green car show will be held Saturday, September 8.

Commission on Aging

The Commission on Aging met on Thursday, January 11th at the Senior Center. The Commission is in the process of sending out a transportation brochure for doctor's offices. The group discussed projects for 2018 including an advocacy group and discussing handicap accessibility at home.

Conservation-Lake Commission

The Conservation-Lake Commission held their regular meeting January 11. A sub-committee has been formed to investigate instituting a program on the lake, similar to the lake smart program in Maine, in which homeowners would be educated on best practices for the lake, and rewarded with recognition should they create positive changes on their property. The budget for the upcoming fiscal year was discussed, as was expenditure of the 319-federal funding. At the time of the meeting, the signing of the grant by Chuck Lee at DEEP was still being awaited to release the funds that would allow Anchor to dig test holes at the Clark Hill site to see if it is feasible to install drainage system(s) there. Other projects were discussed in case the Clark Hill project becomes unreasonable. There was discussion on the permit for the copper sulfate treatment for the lake, and it was noted that the decision to apply the treatment lies with the Town Council, though funding for this will be requested in the Commission's budget. The commission is recommending that Dr. George Knoecklein and his company, NEAR, remain the sole source provider for limnology for the lake. Lake clean-up day will be Saturday, April 21. Invasive species training for the summer staff at the lake and possible measuring devices for the water level near the dam was discussed.

Design Review Board

The Design Review Board met on Thursday, January 18th at the Town Hall. The Chairman provided an overview from the last Planning & Zoning meeting. The Board reviewed plans for Nirvana Brewing Company at 13 North Main Street. They voted to send the proposal to Planning & Zoning with comments. They also discussed projects and businesses that have put up signs with no review from their Board.

Economic Development Commission

The Economic Development Commission held their regular meeting January 16. Sports on 66 is the next Belltown Spotlight on Business, and an update on the water task force's findings was given to the Commission. Development of the Spring Business and Family Fest to be held in the Village Center on April 28 occurred. Budget for the upcoming year was discussed.

Ethics Commission

No meeting

Fire Commission

The Board of Fire Commissioners held their regular meeting January 8 and two special meetings later in the month. Paul Zito, the communications consultant for the Town addressed issues and resolutions to them with the BOFC and the Chiefs. Discussions occurred on the need to fund and fix the dry hydrants and possible changes to the Awards Program. The Fire Marshal's budget was addressed at length in all three meetings, with

the presentation of a recent state ruling that affects the town in regard to the Fire Marshal's obligations to inspect properties. Operating and Capital budget requests were discussed at length for both the Fire Marshal's office and the Fire Department.

High School Building Committee

The High School Building Committee held their regular meeting January 18. The majority of the discussion was about the blue water situation. Most likely the next step is to get quotes for an orthophosphate system, and have this approved by the State DPH for installation.

Inland Wetland Watercourses Agency

The Inlands, Wetlands and Watercourses Agency held their regular meeting January 31. An application for a new home at 9 Staeth Rd. was approved. An application for the Town of East Hampton to install a memorial bench at Sears Park on the lake front was referred for an agent approval. Other applications, including the application for the Town Hall facility, were continued to the next meeting. A public hearing will be held during the February meeting regarding the Town Facility application.

Joint Facilities

The meeting of the Colchester–East Hampton Joint Facilities Committee was held at the Colchester-East Hampton Waste Water Treatment Plant Meeting Room on January 16th at 5:00 P.M. The committee approved the transfer of Capital Funds to purchase a new Cummins Power Command 3.3 Control transfer switch at a cost of approx. \$56,599.00. The system currently requires a manual switch over which is a large safety issue. The Joint Facilities committee reviewed and discussed the recommended operating and revenue budget for 18/19 fiscal year. Any changes or correction will be made at the February 20, 2018 meeting.

Library Advisory Board

No meeting

Middle Haddam Historic District Commission

No meeting

Parks & Recreation Advisory Board

At the January 2, 2018 Advisory Board Meeting Jeremy Hall updated the board on the Seamster Park Fundraising efforts and gave a report on the status of the Parks and Recreation Budget. The board also discussed implementing a new time clock management system that will be tested with the Afternoon Adventures Staff.

Planning & Zoning Commission

Meeting date – January 3rd

Public Hearings:

- A. Tammy Strong, PZC-17-023, 78 Mott Hill Rd., for a re-subdivision for 2 lots. Map 24/Block 64/Lot 4D. Public hearing continued to February 7th.

- B. Continued: Amendments to East Hampton Zoning Regulations: Section 8.4.M, Special Regulations, Standards For Specific Uses, Accessory Dwelling Units. Continued to Feb. 7 meeting.

New Business:

- A. Tyler Seifert, PZC-17-025, Sears Park, 68 North Main St., to place a pre-made storage shed (8' x 14') at Sears Park. Map 04A/Block 63B/Lot 20. Approved.
- B. Christian Michalowski of the Black Walnut Artisan Bread Co., PZC-17-024, 201B West High St. for a Special Permit for a bakery. Map 12/Block 36/Lot 3-1. Public hearing was set for Feb. 7th.
- C. Tyler Renovation, PZC-17-026, 13 North Main St., for a Commercial Site Plan Review and Special Permit for a brewery. Map 1A/Block 39A/Lot 28B. Public hearing was set for Feb. 7th.

Old Business:

- A. Continued: Harry Freeman, PZC-17-019, 138 East High St., Amendment to Zoning Regulation: DHD Zone-Diverse Housing Development. Public hearing was set for Feb. 7th.
- B. Continued: Global Self Storage, LLC., PZC-17-021, East High St. for a Zone Change from DD to Commercial. Map 32/Block 85/Lot 7B. Public hearing set for Feb. 7th.
- C. Discussion of Temporary Health Care Legislation and associated changes to the Zoning Regulations. Public hearing set for Feb. 7th.
- D. Farm Brewery Regulations/Discussion – Public hearing set for March 7th.

Town Facilities Building Committee

The Town Facilities Building Committee held meetings on January 11th and January 25th. A six-month schedule was reviewed and invoices for Amenta Emma and C&E Enterprise were approved. The floor plans have all been reviewed and signed off on by each department. A few additional test pits and the geotechnical borings for the building site were to be dug the week following the meeting. Submissions have been made for the upcoming Planning & Zoning and Inlands, Wetlands and Watercourses meetings.

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 January 11th at 6:30 P.M. Tighe and Bond presented a supplemental report to the 2017 Water System Interconnection Study report presenting additional analysis with the purpose of serving only the highest priority properties from existing wells. After a lengthy discussion the task force made the following recommendation which will be presented to the Town Council on January 23rd. (1) the continuation to pursue development of the Cobalt Landing Wellfield and Centralized Water System by updating projected cost and re-evaluating phasing

options to minimize initial capital investments and (2) Further pursue feasibility of purchasing water from the Metropolitan District Commission (MDC) via construction of a new interconnection with the Town of Portland.

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 January 2nd at 6:00 P.M. Dream Developers is closing on two units at Hampton Woods. An outside contractor has been hired to run the water system until the State of CT determines it to be a community water system and is transferred to the WPCA

Zoning Board of Appeals

No meeting