

Town of East Hampton
Town Council Regular Meeting
Tuesday, December 10, 2019
Town Hall Meeting Room

MINUTES

Present: Chairman Pete Brown, Vice Chairman Dean Markham, Council Members Tim Feegel, Derek Johnson, Barbara Moore, Mark Philhower and Kevin Reich and Town Manager David Cox

Call to order & Pledge of Allegiance

Chairman Brown called the meeting to order at 7:12 p.m. in the High School T-Bell.

Adoption of Agenda

A motion was made by Ms. Moore, seconded by Mr. Johnson, to adopt the agenda with a change to move Communications/Correspondence and Announcements just prior to the Executive Session. Voted (7-0)

Approval of Minutes

A motion was made by Mr. Reich, seconded by Mr. Johnson, to approve the minutes of the Town Council Regular Meeting of November 26, 2019 as written. Voted (7-0)

Public Remarks

None

Presentations

None

Bids & Contracts

None

Resolutions/Ordinances/Policies/Proclamations

Proclamation for Board of Education

A proclamation was presented to the Board of Education for being named a 2019 State of CT “Board of Distinction” by the CT Association of Boards of Education.

Proclamation for Parks & Recreation

A proclamation was presented to the Parks & Recreation Department and the Seamster Park Playground Committee for being selected by the CT Recreation & Parks Association to receive the 2019 Park of Merit Award for the new Seamster Park Playground.

Proclamation for Finance Department

A proclamation was presented to the Town of East Hampton Finance Department for being awarded the Certificate of Achievement for Excellence in Financial Reporting for the fiscal year ended June 30, 2018 from the Government Finance Officers Association.

Continued Business

None

New Business

Proposed Job Description for Facilities Foreman & Related Memorandum of Agreement

The Council reviewed a proposed job description for a Facilities Foreman position. The position, which is similar to other Foreman positions in the Public Works Department, is being created to provide a lead supervisory employee in this area under the management and guidance of the Public Works Director. The position is a working foreman position with daily maintenance responsibilities will oversee and coordinate the maintenance and cleaning work at the Town's general government buildings. Council members discussed the duties of the position with a concern raised about adding a position mid-budget. It was noted this position would be supervisory, not managerial. This item will be placed on the next Council agenda.

Proposed Job Description for Parks & Recreation Program Specialist

The Council reviewed a proposed job description for a Program Specialist in the Parks & Recreation department. The part time, non-union position would be funded through program fees in the Department's Special Revenue Fund. The position would be responsible for the development, implementation and oversight of new programs under the guidance and direction of the Director and the full time Program Coordinator. This item will be placed on the next Council agenda.

Town Manager Report

Mr. Cox provided an overview of the Town Manager Report. The full report will be included with the minutes filed in the Town Clerk's Office.

Appointments

Liaison Appointments

The following liaison appointments were made:

- Board of Finance – Barbara Moore
- Board of Education – Derek Johnson
- Economic Development Commission: Dean Markham
- Conservation Lake Commission – Kevin Reich
- Fire Commission – Barbara Moore
- Brownfields Redevelopment Agency – Mark Philhower
- Planning & Zoning & IWWA – Mark Philhower
- Parks & Recreation Advisory Board – Tim Feegel

The Appointments Sub-Committee will meet prior to the next Council meeting.

Tax Refunds

A motion was made by Mr. Reich, seconded by Mr. Philhower, to approve tax refunds in the amount of \$57.81. Voted (7-0)

Public Remarks

Ted Turner, Hog Hill, asked for an update on the water system consultant. Mr. Cox noted that the Town is waiting for additional information. There will be a conversation with the consultant, Town staff and DPH to come up with additional questions for the water companies.

Karen Johansmeyer, 16 Penny Corner Road, Portland, wished everyone good health, a Merry Christmas and a Happy New Year.

Wes Jenks, Meeks Point Road, asked about the status of the RFP for lake aeration. Mr. Cox noted it is being drafted.

Communications, Correspondence & Announcements

The Council received the November Board and Commission Summary.

The Lake Pocotopaug Water Protection Zone Workshop is scheduled for Monday, December 16th at 6:30pm at the Public Library Community Room.

Executive Session

Discussion of Real Estate Contract – Town Hall

A motion was made by Mr. Reich, seconded by Mr. Philhower, to enter Executive Session at 7:55pm for the Discussion of a Real Estate Contract for Town Hall. Mr. Cox and Sean Kumnick from Colliers were invited into the session. Voted (7-0)

Executive Session ended at 8:35pm

Possible Action on Executive Session

Potential sale of the Town Hall site: To proceed with an offer of \$316,000 that includes provisions to allow the town to continue to occupy the site after a potential closing date until the end of June 2020 and also provides for a potential extension for at least another month.

A motion was made by Mr. Reich, seconded by Ms. Moore, to direct the Town Manager to proceed to prepare necessary documents and take necessary steps to provide for the review of the proposed sale by the appropriate bodies of the Town and ensure that a proper and final contract for the sale of the property is prepared and to present a sale resolution to the Town Council for consideration in January 2020. Voted (6-1) Mr. Johnson against.

Adjournment

A motion was made by Mr. Reich, seconded by Mr. Philhower, to adjourn the meeting at 8:37 p.m. Voted (7-0)

Respectfully submitted,

Cathy Sirois
Recording Clerk