

Town of East Hampton
Town Council Regular Meeting
Tuesday, September 8, 2020
Town Council Meeting Room and Zoom

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.

Presentation of a Gift from Staff

A new gavel was presented to the Town Council from staff. The inscription reads:
Town of East Hampton Town Hall - Dedicated 2020 - In service to the community

Call to Order

Chairman Brown called the meeting to order at 6:30 p.m.

Adoption of Agenda:

A motion was made by Mr. Reich, seconded by Mr. Markham, to adopt the agenda as written. Voted (7-0)

Approval of Minutes

A motion was made by Ms. Moore, seconded by Mr. Philhower, to approve the minutes of the Town Council Special Meeting of July 30, 2020 as written. Voted (6-0-1) Mr. Brown abstained as he was not present at the meeting.

A motion was made by Mr. Reich, seconded by Mr. Johnson, to approve the minutes of the Town Council Regular Meeting of August 11, 2020 as written. Voted (5-0-2) Ms. Moore and Mr. Philhower abstained as they were not present at the meeting.

Public Remarks

None

Presentations

WPCA/Joint Facilities Presentation

Scott Clayton, Public Utilities Administrator, Mark Barmasse, Chairman of the Water Pollution Control Authority and Anthony Desimone, Member of the Water Pollution Control Authority were in attendance to provide an overview of the Water Pollution Control Authority. They discussed the upcoming rate increase and that the next round of sewer use bills will be payable in two installments instead of one. The bill will now be payable in full in October or half in October and half in April. Council members would like to see more notification to residents regarding the rate increase with information in the newspaper and on the website. The handouts provided will be included with the minutes filed in the Town Clerk's Office.

Bids & Contracts

None

Resolution/ Ordinances/ Policies/ Proclamation

Police Department General Orders regarding Code of Conduct

Police Chief Dennis Woessner provided an overview of the recommended changes to the Code of Conduct policy. A copy of the policy will be included with the minutes filed in the Town Clerk's Office.

A motion was made by Mr. Philhower, seconded by Mr. Reich, to approve the Code of Conduct Policy as presented. Voted (7-0)

Discussion and Action Related to an Ordinance Amending Various Provisions of the Code of the Town of East Hampton Regarding Appointment of Members to Various Commissions and Agencies

A Public Hearing was held prior to the regular meeting. No comments were received regarding the ordinance. It was noted this is the first step in reviewing the ordinances for boards and commissions. The next step will be to look at the charge and mission of the groups.

A motion was made by Mr. Reich, seconded by Mr. Philhower, to adopt Ordinance No. 2020.02 – An Ordinance Amending Various Provisions of the Code of the Town of East Hampton Regarding Appointment of Members to Various Commissions and Agencies. Voted (7-0)

The approval will be noticed in the newspaper on Friday, September 11, 2020 and the ordinance will be effective as of October 1, 2020.

Continued Business

None

New Business

Review of Job Descriptions

1) Adult/Young Adult Librarian

Library Director Ellen Paul was available to provide an overview of the proposed job description for the Adult/Young Adult Librarian position. The Council will further review the job description and it will be included on the next meeting agenda.

2) Facilities Director

Mr. Cox provided an overview of the Facilities Director job description. The goal is to have one person to cover all buildings – Board of Education and Town. The position is different than what is currently in the Supervisor's union. This would be a department manager position. This item will be included on the next meeting agenda.

3) Administrative Assistant for Fire Marshal

This is a 10 hour per week part time position for the Fire Marshal's office. This item will be included on the next meeting agenda.

Town Manager Report

Mr. Cox provided an overview of the Town Manager's Report and Supplement Report, which will be included with the minutes filed in the Town Clerk's Office.

Appointments

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

Tax Refunds

A motion was made by Mr. Philhower, seconded by Mr. Johnson, to approve tax refunds in the amount of \$5,261.91. Voted (7-0)

Public Remarks

None

Communications, Correspondence & Announcement**July Board and Commission Summary**

Council members received the July Board and Commission Summary

Adjournment

A motion was made by Mr. Reich, seconded by Ms. Moore, to adjourn the meeting at 8:15pm. Voted (7-0)

Respectfully Submitted,

Cathy Sirois
Recording Clerk