

Town of East Hampton  
Town Council Regular Meeting  
Tuesday, January 12, 2021  
Virtual Meeting via 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.

**Call to Order**

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

**Adoption of Agenda:**

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

**Approval of Minutes**

A motion was made by Mr. Reich, seconded by Ms. Moore, to approve the minutes of the Town Council Regular Meeting of December 8, 2020 and Town Council Special Meeting of December 17, 2020 as written. Voted (7-0)

**Public Remarks**

Inna Fields, 26 Seven Hills, spoke in favor of the Town allocating Coronavirus relief funds to the Chatham Health District. She noted that the Health District staff were very helpful to her business during the COVID-19 pandemic.

**Presentations**

None

**Bids & Contracts**

None

**Resolution/ Ordinances/ Policies/ Proclamation**

**Proclamation Honoring Retired Police Sergeant Paul Battista**

Councilman Reich read the proclamation honoring Sergeant Paul Battista's retirement.

A motion was made by Mr. Reich, seconded by Mr. Johnson, to approve the proclamation. Voted (7-0)

**Police Department General Order 5.5 – Family Violence**

Police Chief Dennis Woessner provided an overview of the annual update to the existing policy regarding response to Family Violence calls.

A motion was made by Mr. Philhower, seconded by Mr. Johnson, to approve Police Department General Order 5.5 – Family Violence. Voted (7-0)

### **Resolution Regarding a Building Committee for the High School Athletic Fields Project**

A Resolution was presented to create a building committee for the High School Athletic Fields Project. The Council discussed the make up of the committee noting they would like more residents and less staff members. The initial membership was proposed to be a Town Council member, the Town Manager, the Parks & Recreation Director, the Facilities Director, the High School Athletic Director and two members of the public.

A motion was made by Mr. Johnson, seconded by Ms. Moore, to table this item. Voted (7-0)

### **Continued Business**

None

### **New Business**

#### **Authorization of Future and Past Coronavirus Relief Fund Applications**

The Council is asked to officially authorize application to the federal and state Coronavirus relief funds for reimbursement of extraordinary expenses related to responding to the pandemic. This is a technical requirement that was made known to East Hampton staff and other municipalities in December after the first round of applications had been made and funds received.

A motion was made by Mr. Reich, seconded by Mr. Johnson, to authorize the Town Manager or designee to submit for expenditure reimbursements pursuant to the Federal Coronavirus Aid, Relief and Economic Security Act (CARES Act) and the State of Connecticut Coronavirus Relief Fund (CRF) Municipal grant program and that this authorization be retroactively effective to March 1, 2020. Voted (7-0)

#### **Discussion of Allocating a Portion of the Coronavirus Relief Funds to the Chatham Health District**

In a memo from the State of Connecticut, they indicated that Health Districts should work with their member municipalities to access a portion of the Coronavirus relief funds. The Chatham Health District is requesting a 20% allocation of the funds received by the Town. The Health District is requesting the same amount from all member towns. Russ Melmed, Director of Health at Chatham Health, was in attendance to answer questions from the Council. He indicated that the funds would be used to reimburse budget funds from the supply of personal protective equipment (PPE), formulating reopening plans for the Library and Senior Center and multiple businesses in town, reviewing travel quarantine guidelines, overtime and an additional part time employee. The Council would like to get additional information from the Chatham Health Board prior to making a decision.

A motion was made by Mr. Brown, seconded by Mr. Philhower, to table this item until more information is received from the Chatham Health Board. Voted (6-1) Ms. Moore against.

#### **Discussion of a Request to Waive the Competitive Bidding Requirement for HVAC at Fire Station #1**

Fire Commission Chairman Brett Salafia and member Darin Hurne were in attendance to answer questions from the Council. The Fire Department sought proposals to complete HVAC work at Fire Station #1 that involved installation of three ductless split heat pumps in the Chief's Office, the Server Room and the Meeting Room. Costs for those proposals were: Caso's - \$20,136; Tech Unlimited - \$18,600 and T&S - \$14,350. This original purchase alone would meet the terms of the

purchasing ordinance and would not need Council approval. However, during final review of the work and prior to contracting for the project, it was determined that the existing air conditioning unit in the Recreation Room of Company #1 was damaged beyond repair and needed to be replaced. This work was added to the intended project and a price was received from T&S in the amount of \$7,550. At this point, the HVAC related work at Company #1 had risen to a total of \$21,900; above the Code threshold. In the interest of a conservative reading of the Purchasing Ordinance, the Council was asked to review the overall purchase of HVAC improvements at Company #1 in the amount of \$21,900 and consider waiving the competitive bidding process.

After discussion, it was determined by the Council that the work should be considered two separate projects, which individually meet the requirements of the Purchasing Ordinance. The first contract for \$14,350 does not trigger the competitive bidding requirement but requires multiple quotes and the other is less than \$10,000 and falls under a portion of the Ordinance that allows the department head to determine who performs the work.

A motion was made by Mr. Philhower, seconded by Ms. Moore, that the Council finds that these are two separate projects and authorizes their acquisition as allowed by the Purchasing Ordinance and described above. Voted (7-0)

### **Town Manager Report**

Mr. Cox provided an overview of the Town Manager's Report, which will be included with the minutes filed in the Town Clerk's Office. Mr. Cox also reported that the UMASS report regarding the water system is in and was sent to Council members. The State has approved the eligibility application for water. The budget is in process.

Mr. Markham asked about lake levels and the email received from a member of the Conservation-Lake Commission. Mr. Cox will review the issue.

Mr. Philhower asked if the 5 additional buildings proposed on the Edgewater property were on the original plan. Mr. Cox will confirm.

### **Appointments**

Ms. Moore noted that reappointments will be done at the next meeting and then new appointments at the following meeting.

Mr. Brown discussed a possible sub-committee regarding use of the 94 Main Street building. He suggested Mr. Reich, Mr. Feegel and Mr. Johnson. This item will be placed on a future meeting for discussion.

### **Tax Refunds**

A motion was made by Ms. Moore, seconded by Mr. Philhower, to approve tax refunds in the amount of \$1,287.25. Voted (7-0)

### **Public Remarks**

None

**Communications, Correspondence & Announcement**

**November 2020 and December 2020 Board and Commission Summary**

Council members received the November 2020 and December 2020 Board and Commission Summary reports.

**Adjournment**

A motion was made by Mr. Reich, seconded by Ms. Moore, to adjourn the meeting at 8:05pm. Voted (7-0)

Respectfully Submitted,

Cathy Sirois  
Recording Clerk