

**Town of East Hampton
Town Council Regular Meeting
Tuesday, January 9, 2024
Town Hall Council Chambers and Zoom**

MINUTES

Present: Chairman Dean Markham, Vice Chairperson Karen Wanat, Council Members Brandon Goff, Richard Knotek, Jack Solomon, and Jordan Werme and Town Manager David Cox.

Absent: Deborah Cunningham.

Call to Order & Pledge of Allegiance

Chairman Markham called the meeting to order at 6:30 p.m. in the Town Hall Council Chambers and via Zoom.

Adoption of Agenda

A motion was made by Mr. Solomon, seconded by Mr. Werme, to adopt the agenda as submitted. Voted (6-0).

Approval of Minutes

Regular Meeting of December 12, 2023

A motion was made by Mr. Werme, seconded by Mr. Solomon, to approve the minutes of the Town Council Regular Meeting of December 12, 2023 as submitted. Voted (6-0).

Public Remarks

Ryan Baldassario, 19 Sunset Dr, is the Chairman of the Brownfields Redevelopment Agency. Mr. Baldassario updated the Council members on what the Agency has been doing. The members interviewed firms for its RFQ process. The recommended firm will be voted on by the Council members later on in the meeting.

Bob Yenknor, Spellman Point, wanted to update the members on the health of the lake. He is part of the lake association. The Town optimizes the lake's health progress and can't lessen the momentum of said progress.

Presentations

None

Bids & Contacts

None

Resolutions/ Ordinances/ Policies/ Proclamations

- a. **Proclamation for Humanitarian of the Year:** Council member Knotek read the proclamation for Ted Turner for Humanitarian of the Year aloud for the record.
- b. **Proclamation for the Retirement of Police Canine Ardo:** Council member Wanat read the proclamation for the retirement for Police Canine Ardo aloud for the record.

Continued Business

Sub-Committee Reports & Updates: The council is setting up a meeting for the appointments sub-committee for the 22nd to discuss procedures and to fill vacancies within six months. It was mentioned that a 7 person committee for the water system project will be appointed.

New Business

- a. **Discussion and Possible Approval of Revisions to the Job Description for the Town Clerk:** The job description was modernized, reorganized, and trimmed down the non-relevant items from the description. *A motion was made by Mr. Solomon, seconded by Mr. Knotek, to approve of the revised job description for the Town Clerk.* Voted (6-0).
- b. **Discussion and Possible Approval of Licensed Environmental Professional Firm for Brownfields Environmental Site Assessments, Remedial Action Plans and Site Reuse Assessments:** The RFQ issued by the Brownfields Redevelopment Agency had seven replies from firms. The Town received \$700,000 in grant funds to help move the projects along. Out of the firms that were interviewed, VHB was the top firm recommended by the Brownfields Redevelopment Agency members. *A motion was made by Mr. Solomon, seconded by Ms. Wanat, to move ahead with VHB and to identify the first phase of scope for the project.* Voted (6-0)
- c. **Discussion and Possible Approval of Amendment #2 to the Water Engineering Agreement with Environmental Partners:** The Town has been working with Environmental Partners on the water project. The next phase of work, which is estimated to cost \$1,499,900, involves surveying the land and mapping where the pipes will be laid for the water. The next phase will take several months to plan and complete. In response to a question, Cox indicated that there is no known need for private property easements at this point. *A motion was made by Mr. Goff, seconded by Mr. Solomon, to approve amendment #2 with Environmental Partners.* Voted (6-0).

Town Manager's Report

The Town Manager's report is included in the member's packet and posted on the Town's website. The Town's audit has been posted to the website and able to be reviewed by the public. The audit numbers remain healthy. The department of Public Works responded to the storm over the weekend and the rain storm the previous day. The department handled both storms so the public would remain safe. The library circulated over 100,000 materials in 2023.

Appointments

Council member Knotek mentioned that there is an opening for a full member on the Planning and Zoning commission. Alternate Michael Kowalczyk would be moved up to become a full member of the commission by Chairman Zatorski of the Planning and Zoning Commission. *A motion was made by Mr. Knotek, seconded by Mr. Solomon, to confirm Michael Kowalczyk to ascension to full member.* Voted (6-0).

Tax Refunds

A motion was made by Mr. Goff, seconded by Mr. Werme, to approve of the tax refunds in the amount of \$4,772.97. Voted (6-0).

Public Remarks

None

Communications, Correspondence & Announcements

- a. **December 2023 Board and Commission Summary:** The members reviewed this item.
- b. **2022-2023 Auditor's Communication:** The members reviewed this item.

Adjournment

A motion was made by Mr. Solomon, seconded by Ms. Wanat, to adjourn the meeting at 7:10pm.
Voted (6-0).

Respectfully Submitted,

Katrina Aligata
Recording Clerk