

March 7, 2008

Town of East Hampton
Connecticut

2008

2009

Town Manager's
proposed budget

**TOWN OF EAST HAMPTON
TOWN MANAGER'S 2008-2009 BUDGET
TABLE OF CONTENTS**

DESCRIPTION	PAGE
INTRODUCTION	
Town Manager Transmittal	i
Town Council Budget Policy Statement.....	1
Town Officials.....	3
Town Organizational Chart	4
The East Hampton Story.....	6
 SUMMARY	
Budget Summary.....	10
Summary of Revenues.....	11
Summary of Expenditures	13
 DEPARTMENTS/PROGRAMS	
Administration & Finance	
Town Manager's Department	15
Council - Special Programs	19
Facilities Administrator	20
Legal Defense & Fees	24
Town Hall & Human Services Annex	26
Finance and Accounting	28
Collector of Revenue	32
Assessor's Office	34
Board of Assessment Appeals	37
Town Clerk's Office.....	39
Registrars/Elections	42
General Insurance	44
Probate Court	46
Employee Benefits.....	48
Contingency	50
 Public Safety	
Police Administration.....	52
Police Regular Patrol	55
Lake Patrol/Boat Registrations	59
Animal Control	60
Fire Department.....	62
Fire Marshal	65
Town Center Fire System.....	67
East Hampton Ambulance Association	68
Civil Preparedness / L.E.P.C.....	69
Communications System.....	71
Street Lighting	72

**TOWN OF EAST HAMPTON
TOWN MANAGER'S 2008-2009 BUDGET
TABLE OF CONTENTS**

Health and Human Services	
Health Department	73
Human Services	75
Senior Center	78
Transportation	81
Community Services	82
 Regulatory	
Planning, Zoning & Building	83
Economic Development Commission	92
Lake Pocotopaug Commission	95
Redevelopment Agency	98
 Public Works	
Public Works Department	99
Public Works – Engineering Fees	102
Town Garage	103
Townwide Motor Fuel	104
Road Materials	105
Transfer Station	106
Septage Disposal	107
 Culture and Recreation	
Park & Recreation	108
East Hampton Community Center	114
East Hampton Public Library	116
Middle Haddam Public Library	122
Middle Haddam Historic District	124
 DEBT/CAPITAL & TRANSFERS	
Debt Service	125
Transfer to Capital Reserve Fund	127
Transfer to Water Fund	134
Transfer to Water System Fund	134
Transfer to Capital Projects Fund	134
Transfer to Compensated Absences Fund	134
 EDUCATION SUMMARY	
Education	135

Office of the Town Manager

Town of East Hampton

Connecticut 06424

Robert G. Drewry
Acting Town Manager

March 7, 2008

Dear Members of the Town Council and Board of Finance:

The Budget document for a municipality reflects the fiscal work plan for the community for the succeeding fiscal year. It also reflects long term goals of the community by funding and putting into place a framework for the future to build upon in subsequent fiscal years. This would include optimizing the viability and efficiency of agencies through adequate resources and capital financing. As a service industry, local government is highly dependent upon human resources to achieve community goals. A growing community requires the necessary resources to meet the objectives set by the municipal leaders to realize the common goal of maintaining and improving the quality of life its residents expect and deserve.

I am pleased to forward my recommended 2008-2009 FY Town Operating, Debt and Transfer Budget for your consideration. This recommended budget follows the Town Council's Budget Policy Statement and focuses on the resources needed to address our growing community in a fiscally responsible manner.

The combined Town, Education, and Transfer Budget are summarized as follows:

	Amended Budget	Proposed Budget		
	2007-2008	2008-2009	\$ Change	% Change
EDUCATION	\$ 23,543,089	\$ 24,940,110	\$ 1,397,021	5.93%
TOWN OPERATIONS	\$ 8,448,688	\$ 9,049,959	\$ 601,271	7.12%
TRANSFERS TO OTHER FUNDS	\$ 1,203,973	\$ 1,382,726	\$ 178,753	14.85%
DEBT SERVICE	\$ 1,983,252	\$ 1,910,926	\$ (72,326)	-3.65%
TOTAL	\$ 35,179,002	\$ 37,283,721	\$ 2,104,719	5.98%

Overview

Appropriation

The combined Town, Education, and Transfer Budget increase totals approximately \$2,104,719 million or 5.98%.

Revenue

The October 1, 2007 Net Grand List totals \$1,125,246,148 as compared to \$1,095,397,707 effective October 2006 is a 2.72% increase. Grand List growth will generate approximately \$695,469 in new tax revenues.

Combined non-tax revenues increase approximately \$543,000.

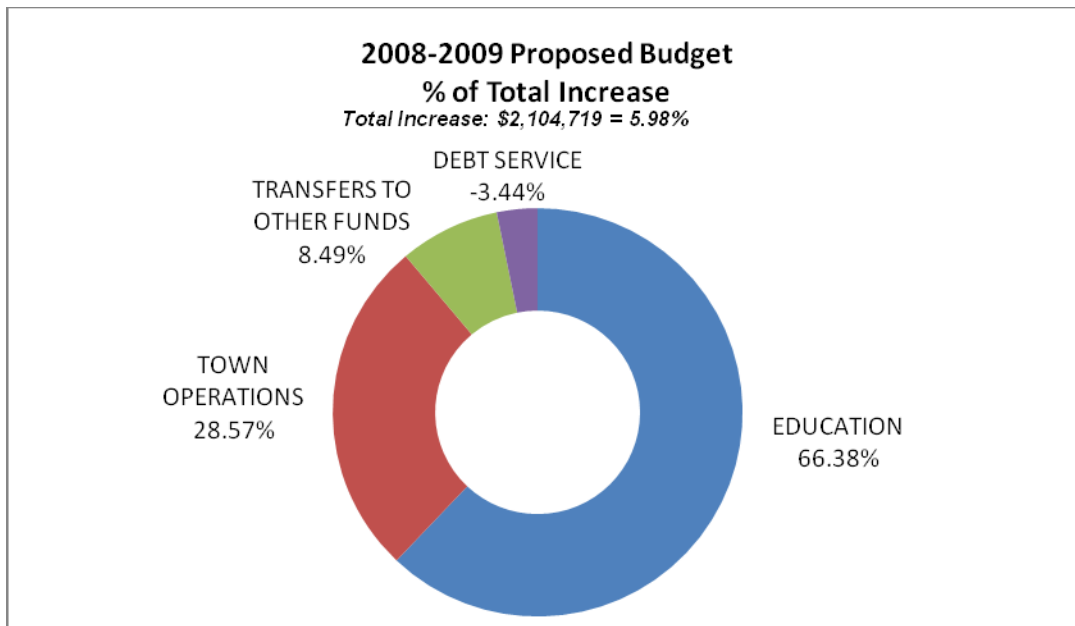
Mill rate

With the appropriation increases described herein, Grand List growth of 2.72%, a \$543,000 increase in non-tax revenue, and a 98.2% collection rate assumption, the 2008-2009 budget requires a .82 mill increase. The .82 mill increase from 23.30 to 24.12 represents a 3.52% increase in taxes.

An overall summary is depicted below.

	Amended Budget 2007-2008	Proposed Budget 2008-2009
GRAND LIST	\$1.095 billion	\$1.125 billion
MILL RATE	23.30	24.12
USE OF FUND BALANCE	\$ -	\$ -
DEBT SERVICE	1.98 million	1.91 million
CAPITAL RESERVE FUND TRANSFER	\$ 999,240	\$ 1,197,726
TAX COLLECTION RATE	98.2%	98.2%

The \$2,104,719 million combined budget increase is graphically depicted below.



General Government Operations

As in prior years, the spending plan for Town operations is shaped by a number of factors that include but are not limited to inflation, new initiatives, and growth in demand for services.

New Positions

Due to the increasing demands for services and the growth of the community, the Building Department has requested two additional personnel which I am recommending in this proposal.

- One F/T Building Inspector / Zoning Enforcement Officer
- One F/T Building Department Clerk

I am also recommending that the position of Fire Marshal be reduced to part time. This position historically has assisted the Building Department with zoning enforcement. The proposed full time Building Inspector / Zoning Enforcement Officer will absorb these responsibilities. The Town's full time staff will increase from 67 positions to 68.

The net cost for these new positions is: \$85,043

Utilities and Fuel

We are expecting continued increases in heating oil and motor fuel. We have budgeted \$2.70 per gallon for number 2 heating oil; \$2.90 per gallon for diesel; and \$ 2.84 per gallon for gasoline. Fuel costs are estimated to increase by approximately 29%.

We have locked in electric rates through the CCM Energy Program to get the best prices that the market could provide. Locking in on the generation services charge yields the Town and Board of Education an estimated monthly savings of \$18,000 through December 2007. The Town has entered a new 5 year contract for the generation services charge that is 6% less than CL&P's current rate. While CL&P's rates have historically increased year over year, the Town will not be subject to those increases for the duration of the contract.

Insurance and Pension

We are estimating an increase in our property liability insurance budget of approximately \$13,000. Pension costs are estimated to increase by \$19,141. Health insurance costs for general government are projected to increase by \$145,050 or 14%. We will continue to promote our wellness programs for town employees in the next fiscal year in an effort to mitigate future health care costs.

Contingency

Again this year, I am requesting a contingency allocation. This allocation is for \$25,000 to fund any extraordinary, unplanned, unusual and/or necessary emergency expenses during the course of the fiscal year as determined by the Town Manager.

Long Term Debt

Debt service has decreased for general government by approximately \$72,326. This includes pay downs on debt for public works, recreation and school projects approved in prior years.

Capital Reserve Fund

A \$1,197,726 transfer is recommended to the Capital Reserve Fund. This is intended to fund the cash portion of the Capital Improvement Program. This is an increase of \$198,486 over last year's contribution of \$999,240.

Transfers to Other Funds

Funding includes \$60,000 to subsidize the Village Center Water System, which due to its limited size operates at a deficit. Also included is \$95,000 for future anticipated debt service payments estimated for a Centralized Water System. In addition, a contribution of \$30,000 is made to the compensated absences reserve fund to finance current and future sick and vacation payouts, similar to funding pension plans. Over time, the accumulation of assets in this fund will help the town avoid liquidity problems.

Use of Fund Balance

As per the Town Council's Budget Policy Statement, no use of fund balance is recommended for the 2008-2009 Budget. In prior years use of fund balance was permitted when funds were determined to be appropriate for use as a revenue offset that was in excess of maintaining an adequate fund balance reserve as expected by major bond rating agencies i.e. Moody's Investor Service, Standard and Poor's, etc. A list of prior years' allocation of fund balance is listed in the chart below.

	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
Budgeted Fund Balance	\$ -	\$ 100,000	\$ -	\$ 210,559	\$ -	\$ -

Education Budget

The Education Budget proposed and approved by the Board of Education is \$25,020,110, which is a 6.27% increase. I am recommending an \$80,000 reduction to the Board's proposed budget. This reduction brings the Education budget to \$24,940,110 or a 5.93% increase.

Revenue

Combined non-tax revenues increased approximately \$543,000 or 5.4%. The primary driver for this increase was the State of Connecticut education cost sharing grant. Revenues from other sources remain relatively flat due to a slowing of the economy.

Net Budget Increase

A summary of the Town Operating Budget by major appropriation categories is highlighted below:

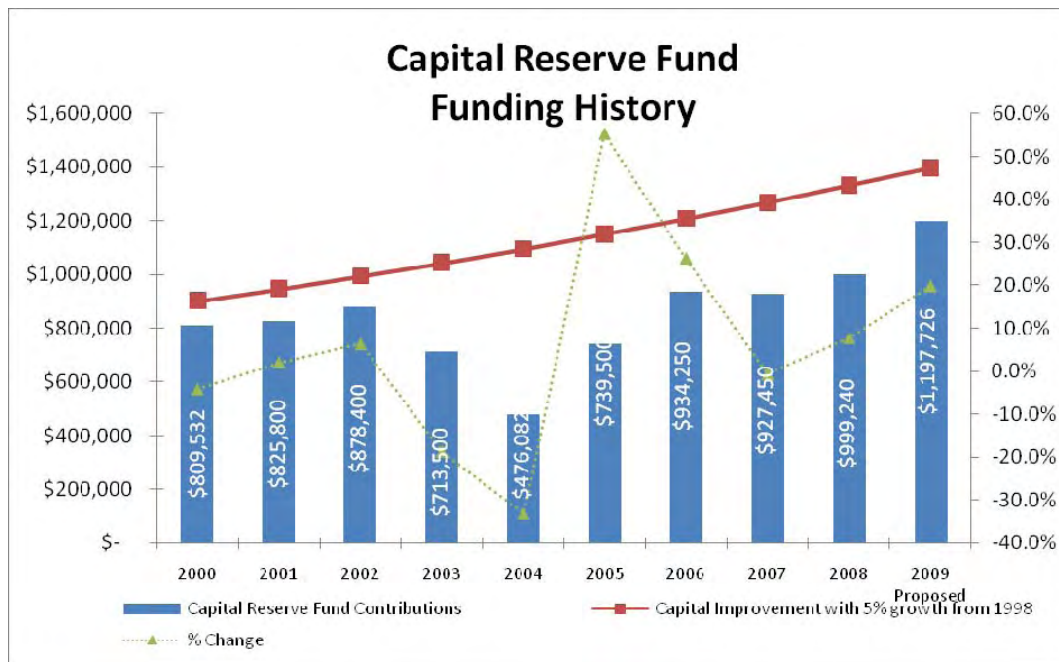
TOWN OPERATIONS, TRANSFERS AND DEBT

	Amended Budget 2007-2008	Proposed Budget 2008-2009	\$ Change	% Change	Weighted % Change
Salaries & Wages	\$ 4,131,885	\$ 4,270,767	\$ 138,882	3.36%	1.19%
Employee Benefits	\$ 1,847,403	\$ 2,062,008	\$ 214,605	11.62%	1.84%
Professional Services	\$ 561,905	\$ 645,131	\$ 83,226	14.81%	0.72%
Purchased Services	\$ 937,036	\$ 1,005,356	\$ 68,320	7.29%	0.59%
Supplies & Equipment	\$ 916,025	\$ 989,162	\$ 73,137	7.98%	0.63%
Dues, Fees & Other	\$ 44,434	\$ 52,535	\$ 8,101	18.23%	0.07%
Contingency	\$ 10,000	\$ 25,000	\$ 15,000	150.00%	0.13%
Transfers to other funds	\$ 1,203,973	\$ 1,382,726	\$ 178,753	14.85%	1.54%
Debt Service	\$ 1,983,252	\$ 1,910,926	\$ (72,326)	-3.65%	-0.62%
TOTAL	\$ 11,635,913	\$ 12,343,611	\$ 707,698	6.08%	6.08%

Capital Outlay

Capital Outlay includes a contribution to the Capital Reserve Fund that includes the categories of: land, buildings and grounds, roads and sidewalks, vehicles, equipment, technology, furnishings, and other. Capital projects are recommended and funded through the Capital Improvement Program which is a separate budget funded through a transfer of funds from the General Fund on an annual basis along with recommended debt (borrowing) through the issuance of general obligation bonds for large capital expenditures and/or items that have a significant life span.

Contributions to the Capital Reserve Fund over the last few years are depicted in the graph below.



Debt Service

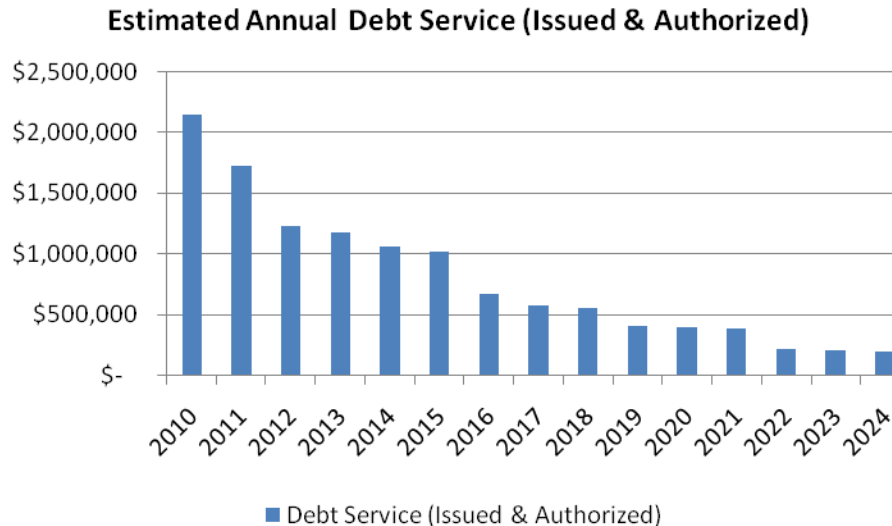
Debt Service includes payments for long term, general obligation bonds sold by the Town to fund major projects and/or items that have a long life span. Debt Service payments have decreased by \$72,326. The Town currently has \$2.985 million of short term notes outstanding to finance the replacement of Main Street Bridge, the rebuilding of Flanders Road and sidewalk repairs. These projects that were approved at town meetings held during calendar year 2007.

It is proposed that the Town fund the replacement of the Memorial School roof and underground oil tank, Fire department equipment and the acquisition a parcel of land for future municipal use. Funding for these acquisitions is proposed for debt financing in future fiscal years. Typical debt service funding by general obligation bonds spans twenty years.

It is anticipated that additional debt will be taken on by the Town due to some significant long term, planned projects. The Town through its Facilities Committee has recommended to the Town Council for the development, location, relocation, rebuilding, and/or additions to the Town's physical plant, including town offices, schools, public safety departments etc. The

anticipated development of the aforementioned project plans is expected to be submitted to the voters at public meetings and ultimately a public referendum sometime in the future. These anticipated projects will be long term commitments of the community to upgrade our physical plant structures for the foreseeable future

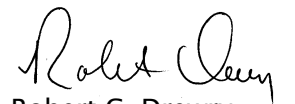
The following chart presents principal and interest payments for current (issued) and estimated (authorized) debt.



This proposed budget for 2008-2009 outlines the fiscal work plan for the succeeding fiscal year. It also anticipates setting in motion the foundation for future long term improvements and enhancements for the community over succeeding fiscal years. By allocating resources for agencies to achieve their objectives, we are harnessing our ability to chart a positive course for our town.

I extend my sincere appreciation all the town operating departments, department heads, town staff, town agencies, boards and commissions and volunteers for their cooperation and assistance in developing this budget document for the Town of East Hampton. I look forward to working with our elected leaders in building the community consensus going forward in adopting this fiscal blueprint for our community.

Respectfully Submitted,


Robert G. Drewry
Acting Town Manager

Cc: Jeffery M. Jylkka, Director of Finance

TOWN OF EAST HAMPTON – FISCAL YEAR 2008-2009

Town Council Budget Policy Statement

OBJECTIVE

The objective of this budget policy statement is to provide guidance to the Board of Education, Board of Finance, and Town Manger during the creation and implementation of the Town of East Hampton Budget for fiscal year 2008-2009.

GENERAL STATEMENT

The overall position of the Town Council is to provide the residents of East Hampton with financial leadership. Our goal is to always plan for the future while managing the needs of today. We can not provide all things to all people, but rather seek to manage wants, needs, opportunities and necessities.

We ask that when all responsible budget departments plan their spending requests for the upcoming fiscal year, they always consider the needs of the residents first and foremost.

TRI-BOARD MEETINGS

Throughout this budget process, the Town Council, in partnership with the Boards of Finance and Education, will conduct a number of Tri-Board meetings. Our first meeting was held on Monday December 3rd. These meetings will offer open discussion and opportunity for residents to voice their thoughts and concerns about the budget. We ask that all elected members of these boards commit to attending these meetings in hopes of providing open communication to all regarding budget issues for this upcoming fiscal year.

GUIDELINES

To this end, we provide the following guidelines for the creation of the Town East Hampton Budget for fiscal year 2008-2009:

1. Provide a budget that is as clear and concise as possible and provides an explanation of the needs and goals of each Town department.
2. Include residents and taxpayers in the budget process as early as possible through numerous communication media outlets such as our Town website and local newspaper publications and ensure the budget process is presented in an easy-to-understand format.
3. Where applicable, the budget process shall incorporate both short and long-term cost-benefit analysis and priority of project principles.
4. Create a budget that will work within the available revenues and State funds that are expected or anticipated for the next fiscal year, taking into account inflation.
5. All projected revenues and expenditures during the fiscal year be internally tested and reported by the Finance Director on a quarterly basis to the Town Council, Town Manager, and the Board of Finance.
6. Should any line item be reduced or eliminated from any Town Manager (submitted) Budget prior to its submission to public meeting and then vote, the Town Manager and the Finance Director, in conjunction with the Superintendent of Schools, if applicable, shall prepare a written report for the Town Council, Board of Finance and Board of Education (if applicable) evaluating the short and long term impact on municipal services and initiatives of such proposed budget reduction.

PRIMARY GOALS

- 1) Development and implementation of a Town Water System which meets the requirements of the current consent order for the State of Connecticut, as well as plans for the future development of a water system which will serve the majority of residents in the established economic development zone.
- 2) Continue to provide quality education to the children of East Hampton through support and funding of our Education Budget. Encourage appropriate (re)structuring to minimize educational costs and maximize benefits to students.
- 3) Commitment to Lake Pocotopaug and the Lake Pocotopaug Watershed Area. Our most precious natural resource should be protected and all plans and projects with this goal should be considered as priority.
 - Pledge to set aside and allocate not less than \$15,000, on an annual basis for the sole purpose of Lake Pocotopaug monitoring at least quarterly.
- 4) Support expenditures and resource allocation for appropriate economic development that is consistent with the character of the Town, as is necessary and appropriate, the allocation of municipal resources required for any development including fiscal-positive commercial tax-deferrals.
- 5) Support and coordinate with the State, surrounding towns and organizations; regionalize services where appropriate.
- 6) Ensure that Town social services and programs for Seniors are adequately funded to meet the needs of the community.
- 7) Consider the financial implications of implementing the recommendations of the Town Facilities Sub-Committee. To expand and improve municipal facilities.
- 8) Continue to provide support to our Public Works department with regards to preventive and general maintenance of our roads, sidewalks, equipment, facilities and transfer station.
- 9) Continue to provide support to our Planning, Zoning and Building Department with regards to land use/wetlands regulations and enforcement.
- 10) As part of our land-use environmental policy, allocate such capital expenditures as necessary for the purchase of property for town and/or open space.
- 11) Incorporate long-term capital project considerations in fiscal year budgets.
- 12) Support expenditures to examine the Town's current energy consumption and pursue remedies to achieve greater efficiencies.
- 13) Support expenditures to promote energy conservation and renewable energy development to strategically prepare the Town to decrease dependencies on non-renewable energy resources and consider following the lead of many Connecticut communities that have established energy goals such as 20% "clean energy" by 2010.
- 14) Support expenditures in the areas of new technologies to develop, purchase and maintain information and technology systems that are secure, efficient and effective.

Town of East Hampton, Connecticut
Principal Officials

TOWN COUNCIL

Melissa H. Engel, Chairperson
Thomas M. Cordeiro, Vice Chairman
William G. Devine
Christopher J. Goff
Scott A. Minnick
John W. Tuttle
Susan B. Weintraub

BOARD OF FINANCE

Theodore W. Hintz, Jr., Chairman
Sharon S. Kjellquist, Vice Chairperson
Kurt Comisky
Judith S. Isele
Barbara Moore
George Pfaffenbach
Henry G. Thorpe

BOARD OF EDUCATION

Michael J. Vasquezna, Chairman
Joanne L. Barmasse
Donald J. Coolican
Glen G. Gemma
Alan R. Hurst
Deborah Pessoni
Debra B. Robinson
Sheila C. Wall

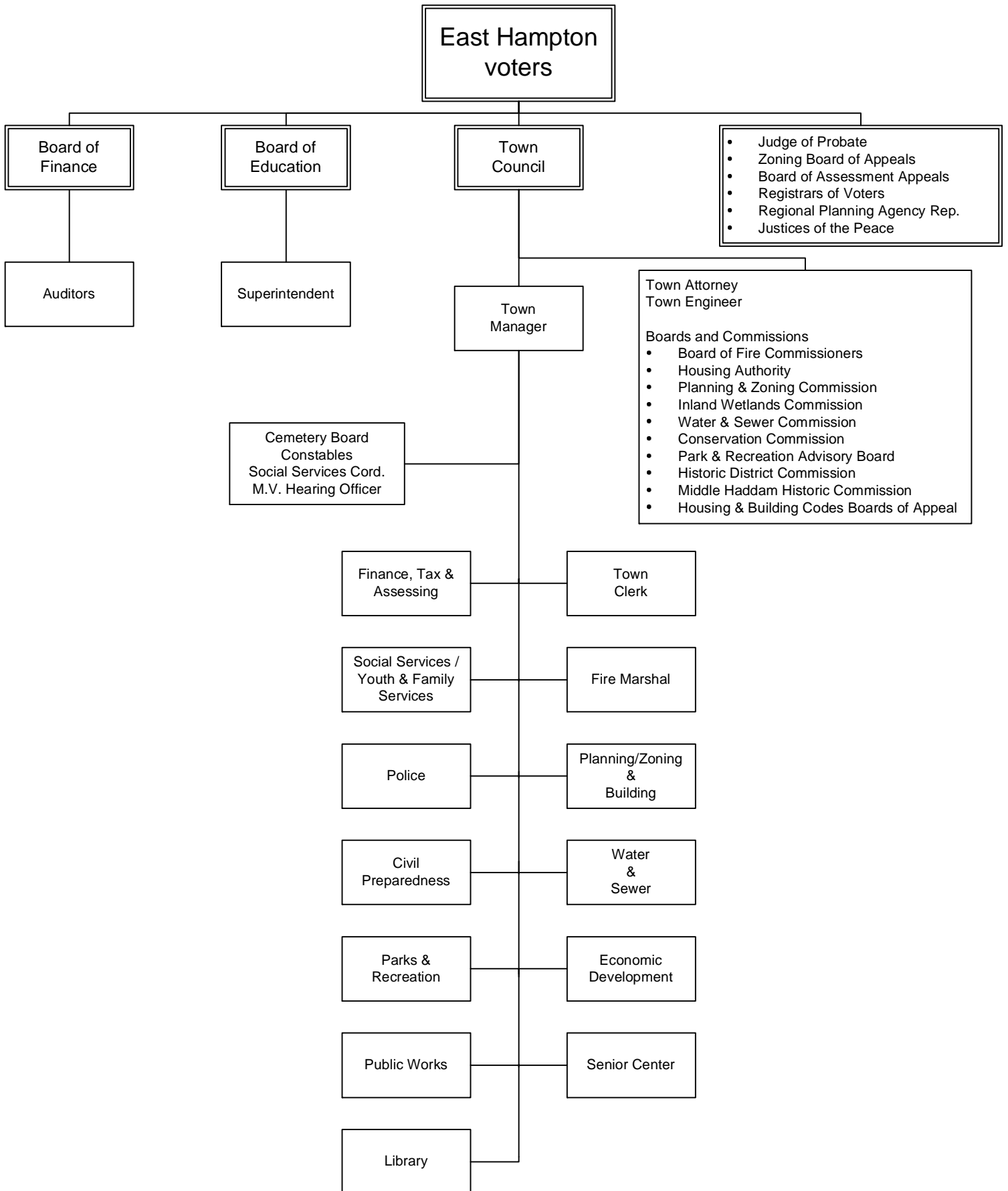
EAST HAMPTON ADMINISTRATIVE OFFICIALS

Robert G. Drewry, Acting Town Manager

Library Director
Planning, Zoning and Building Administrator
Superintendent of Schools
Public Works Superintendent
Senior Center Director
Facilities Manager
Director of Finance
Director of Parks & Recreation
Police Chief
Public Utilities Administrator
Fire Marshal
Fire Chief
Town Clerk

Susan M. Berescik
James P. Carey
Dr. Judith Golden
Robert G. Drewry
Jo Ann H. Ewing
Frank J. Grzyb
Jeffery M. Jylkka
Ruth Plummer
Matthew A. Reimondo
Vincent F. Susco, Jr.
Philip W. Visintainer
Chuck Stickler
Sandra M. Wieleba

Town of East Hampton, Connecticut Organizational Chart



TOWN OF EAST HAMPTON BUDGET FLOW CHART



STEP 1
Town department heads and the Board of Education begin preparing their budget requests in December for the following fiscal year that begins on July 1.

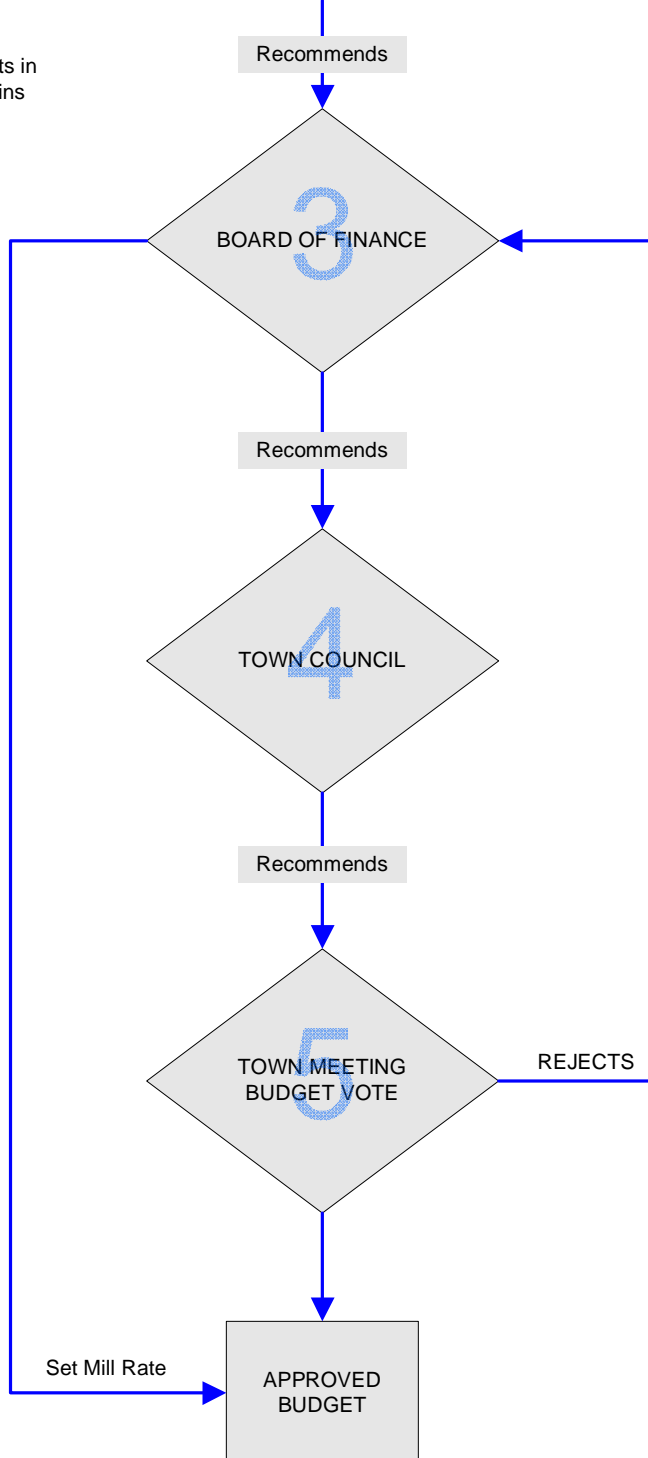
STEP 2
The Town Manager reviews all budget requests and forwards to the Board of Finance a recommended budget. The Town Manager has the authority to recommend changes to the Board of Education budget as well as the general government budget.

STEP 3
The Board of Finance after receiving the Town Manager's recommended budget will hold a series of public meetings to discuss and deliberate the proposed budget.

The Board of Finance will also hold a public hearing to gather citizen input.

The Board of Finance will then recommend a budget to Town Council. This budget must be presented to Town Council no later than April 15th in accordance with the Town Charter.

STEP 4
Town Council upon receiving a recommended budget from the Board of Finance will hold a public meeting(s) at which time they can decrease total expenditures, reallocate budgets between departments or send the budget back to the Board of Finance for further consideration. In no case can the Town Council increase the proposed budget.



STEP 5
After Town Council approval the budget is sent to referendum for taxpayer approval.

Q. What happens if the budget fails?

A. The budget is sent back to the Board of Finance (STEP 3) and the process begins from that point.

Q. What happens if the budget passes?

A. The Board of Finance will set a permanent mill rate for the upcoming year.

THE EAST HAMPTON STORY

Description of the Municipality

The Town of East Hampton was formed on land taken from Middletown. The first settlement was located south of the Middle Haddam Landing on the Connecticut River about 1710. The second settlement was made on Lake Pocotopaug in 1743 by 32 people who were drawn "by the excellent mill-seat at the outlet of Pocotopaug Pond." These two settlements were joined together and incorporated as Chatham, after the English village of the same name, in October 1767. In 1915, the name was changed to East Hampton.

The Town covers an area of 36.8 square miles in east central Connecticut and is on the east bank of the Connecticut River, approximately 21 miles south of Hartford. East Hampton's topography is dominated by numerous hills interspersed with winding stream valleys and level wetland areas. The Town is traversed by State Routes 16, 66, 151, and 196. Route 66 provides access to Route 2 and Hartford as well as Middletown. There are approximately 79.3 miles of Town-improved roads. The State maintains approximately 35 miles of highway in East Hampton.

East Hampton is a residential community with a light industrial tax base and limited seasonal resorts. Principal industries include manufacture of bells, paper boxes, pharmaceuticals, tools and dies, and forestry. East Hampton's existing development has occurred primarily on the major roadways, Routes 16, 151, and particularly, Route 66. Principal non-residential development has occurred in three historic centers - Cobalt, Middle Haddam, and East Hampton Center. High-density residential development is concentrated around East Hampton Center and Lake Pocotopaug. Approximately 720 acres remain as active farmland, mostly as field crops.

In the village of Cobalt, mining began in 1762. Nickel and several other metals, including gold, cobalt and mica, were found there. The Great Hill area of Cobalt was known as the "Governor's Ring" because Governor Winthrop of New London visited the area and returned with gold rings which were supposedly made from gold found in Cobalt. In 1985 this story was given new validity when a University of Connecticut professor and his students found veins of gold in the rocks near the old mine shafts.

The village of Middle Haddam was involved extensively in shipbuilding in its early history. Beginning in 1758, many of the finest of the "London Packets" were built there. By 1840, 51 ships, 24 brigs, 21 schooners and 15 sloops were launched from there. The most famous ship built in the Middle Haddam yards was the United States Battleship "Connecticut" launched in 1799.

The village of East Hampton also prospered during the shipbuilding era. The local farms found a steady market for their timber in Middle Haddam, and the forge on the Pocotopaug outlet supplied much of the iron used in the ships. In 1808 William Barton moved to East Hampton and set up a factory for the manufacture of bells. East Hampton, as the center of the bell-making industry for the country, soon became known as "Belltown." One of the old firms, Bevin Bros. (1832), is still in operation.

In the late 19th and 20th centuries, the improved accessibility afforded by the railroad led to the development of a successful tourist industry in East Hampton, with Lake Pocotopaug, which is one of Connecticut's largest natural lakes, as the main attraction.

From the colonial period until the arrival of the railroad in 1874, the Connecticut River served as East Hampton's artery for transportation and shipping. With the arrival of the railroad, use of the Connecticut River for transportation decreased until 1927 when the passenger trains stopped coming to East Hampton and 1965 when freight trains ceased operation. However, the river still serves as an important scenic and recreational resource.

Other natural resources contributing to the Town's aesthetic appeal and providing recreational opportunities are numerous lakes, ponds, rivers, and streams including Hurd State Park with 884 acres, Lake Pocotopaug with 511 acres, Meshomasic State Forest with 2,298 acres, Salmon River State Forest with 516 acres, and Wopowog Management Area with 440 acres. The Salmon River, which is one of two Connecticut River tributaries, is currently slated for the restoration of Atlantic Salmon by the Department of Environmental Protection and the U.S. Fish and Wildlife Services.

The Lake Pocotopaug Association and Princess Pocotopaug Corporation are separate tax districts or coterminous entities within the territorial limits of the Town of East Hampton.

Form of Government

The Town of East Hampton has a Council-Manager form of government with a Town Council consisting of seven elected members serving concurrent two-year terms and a Board of Finance consisting of seven elected regular members serving overlapping four-year terms. Powers and privileges are conferred and granted to the Town by the Connecticut General Statutes and a Charter which was adopted in 1971, effective 1973 and revised in 1987. The legislative power of the Town is vested with the Town Council and the Town Meeting, which must approve the annual budget, all special appropriations or expenditures, and all bond and note authorizations. The Chairman of the Council, who is an elected member of the Council, is appointed Chairman by the Council and is recognized as the official head of the Town for all ceremonial purposes. Presiding over the Council, the Chairman has full voting privileges. The Town Manager is the chief executive officer and chief administrative officer of the Town and is responsible for the administration of all Town matters with the exception of the education system.

A Director of Finance, appointed by the Town Manager, serves as Treasurer for the Town and Business Manager for the Board of Education and is responsible for the operation and supervision of the Department of Finance. The Director of Finance has full supervisory responsibilities for the keeping of accounts and financial records; the receipt of operating and other revenues; the custody and disbursement of Town and Board of Education funds and money; the control over expenditures and such other powers and duties as may be required by the Charter and ordinance or resolution of the Council. The Collector of Revenue and the Assessor, both appointed by the Town Manager, work under the supervision of the Director of Finance.

The Board of Finance is the budget-making authority responsible for financial and taxation matters, presenting the annual operating budget and special appropriations to the Council for its approval and establishing the tax rate. The Council is responsible for submitting the annual operating budget and special appropriations to the Town Meeting.

The local Board of Education, which is an elected nine-member board, is the policy-making body for all public education, grades pre-kindergarten through twelve. The Superintendent of Schools is directly responsible to the Board of Education for the supervision and administration of the education system.

Summary of Municipal Services

Police Protection: The East Hampton Police Department was organized in 1963. There are sixteen full-time sworn personnel including one chief, three sergeants, and twelve officers, supplemented by two civilian clerks. The Department also includes three part-time animal control officers. Dispatch is through a regional 911 dispatch center providing 24 hour, seven days per week service to seven member towns. All police are trained in basic MRT first aid skills.

Fire Protection: Fire protection is provided by the East Hampton Volunteer Fire Department. Equipment and facilities are provided by the Town. Policy decisions of this 70-member volunteer fire department are administered by a five-member Board of Fire Commissioners. There are three modern stations located strategically throughout the Town. The Town has a Pierce Telesquirt truck, four engines, two tankers, forestry equipment and one rescue truck.

Emergency Medical Service: Assistance is provided by the Town's Volunteer Ambulance Association operating autonomously of the Town government. The Town of East Hampton completed construction of a new ambulance facility during 2005 for the association. The association has two ambulances.

Health: East Hampton is a member of the Chatham Health District. The Health District is composed of five towns including East Hampton, Marlborough, Hebron, Portland and East Haddam. The District was formed in June 2002. The Town Manager of East Hampton has been designated Chairman of the District Board of Health. East Hampton's full-time Health Director is now the designated Health Director for the District. The Health Director is backed up by four Sanitarians, a Food Inspector and clerical support. The District supplies all required health and sanitary inspections along with testing for site development services. Currently the Middlesex Visiting Nurse and Home Health Services, Inc. of Middletown provides medical and nursing functions for the Town, including hypertension screening, maternal and infant support and services to senior citizens.

Housing: The East Hampton Housing Authority, appointed by the Town Council, operates two elderly housing complexes, a 30-unit and a 40-unit development.

Recreation and Open Space: The East Hampton Parks and Recreation Department operates Sears Park on the shore of Lake Pocotopaug as well as sponsors numerous recreation programs at four public school playfield sites and operates several tennis courts and picnic facilities. A full time Director and a full time assistant operate the department. Approximately 4,045 acres of State-owned forest and park land located in East Hampton offers outdoor active and passive recreation and natural scenery; and provide facilities for hiking, fishing, hunting, winter trail sports, picnicking, canoe camping, sport fishing, and whitewater canoeing. In cooperation with D.E.P. the Department maintains the "Airline Trail", a rails-to-trails hiking trail. Cobalt Marina, a privately owned facility, offers access to the Connecticut River.

Libraries: The East Hampton Public Library is located in the Community Center. The library contains 52,000 volumes and is open 51 hours a week covering day and evening times. The Middle Haddam Public Library, constructed in the 1790's is privately owned and maintained, serving the special needs of the community residents.

Economic Development: The Town has an active Economic Development Commission that works with the Council and Town Manager to promote commercial and industrial development objectives.

Public Works: A modern facility built in 1989 houses the department which maintains 79.3 miles of local roads, six miles of sidewalks, seven municipal cemeteries, four recreation areas, several town parking lots and supervises infrastructure repairs funded through the Capital Improvement Program.

Community Center: A modern facility built in 1986 houses a fully automated public library/community room and senior center.

Wastewater: The Town of East Hampton through an inter-municipal agreement with the Town of Colchester jointly operates a regional wastewater treatment plant. This 3.9 million gallon per day (MGD) facility was completed in 1981. The wastewater treatment facility serves over 3,100 units of residential, commercial and industrial buildings in East Hampton; an additional 1,650 units in Colchester and 1,000 units in Hebron. Currently, the plant is operating at 38% of

its capacity with an average daily flow of 1,500,000 gallons. The Town through the Joint Facilities meets the public wastewater needs for portions of the Towns of East Hampton, Colchester, Hebron, Marlborough, East Haddam and most recently Portland. A multi Town agreement to handle septic tank waste from these Towns plus Chester has been in effect since 1990. The 3.9 MGD wastewater treatment plant utilizes an activated sludge process to remove over 90% of the major pollutants. In 2001 the plant was modified to control the discharge of nitrogen. The 2002 commissioning of a Facilities Plan Study assures the Town and member communities that their wastewater needs will continue to be met for the next 20 years.

Potable Water: Individual on-site private wells or small community water systems typically meet the drinking water needs of the Town. There are approximately 55 small community water systems in East Hampton. Presently the Town operates the Village Center and the Royal Oaks Water System. The Village Center system, built in 1991, serves 29 customers and has no expansion capability. The Royal Oaks system, completed in 2005, will serve 82 homes proposed for the area and recently has been interconnected to serve the Memorial School located on Smith Street. Appropriations and borrowing authorizations totaling \$1,580,000 for an initial water supply plan and development of ground water wells were approved by the voters in 2003 and 2005. This groundwork sets the stage for the development of a municipal water system to serve 70% of the Town's population.

Solid Waste: The Town has executed a Service Contract (the "Service Contract") with the Connecticut Resources Recovery Authority (the "Authority") for the disposal of solid waste through the Mid-Connecticut System, which consists of 44 participating municipalities. The Town maintains a brush disposal area and a bulky waste transfer station. All other refuse and recyclables are collected by private haulers.

Electric Department: Electric power is supplied to the Town by the Connecticut Light & Power Company, a subsidiary of Northeast Utilities.