

## MEMORANDUM

TO: Town Council

FROM: David E. Cox, Town Manager

DATE: November 8, 2019

SUBJECT: Agenda Information – 11/12/2019

The following is additional or summary information regarding matters on the upcoming Town Council Agenda. The numbering below follows the agenda and some routine or self-explanatory items are not discussed in this memo. As you review your packet materials, please do not hesitate to contact the appropriate staff member or me prior to the Council meeting with any questions or concerns. Often, these conversations can help staff and me be prepared for the Council meeting and be ready to facilitate a more productive and efficient meeting for everyone.

### **6 Bids and Contracts**

**6a Contract for Carbon Filters at Memorial School** – The Council is asked to review and approve the contract for installation of a carbon filtration system for the water supply at Memorial School. In consultation with the State, the approved design calls for two large carbon filters that will allow for enough time for water to be in contact with the carbon to remove various contaminants in the water. Additionally, the system is designed with redundancy so that as one filter begins to lose effectiveness, the other filter can take over. Testing is performed on the water both before and after the filter to monitor the effectiveness of the removal.

Action: The Council is asked to adopt a motion to approve award of a contract to Water Boy, LLC of East Hampton for the Memorial School Carbon Filter Installation Project in the amount of \$18,543.88.

### **9 New Business**

**9a 2020 Meeting Dates** – The Council is asked to review and approve the specific Council meeting dates for the 2020 calendar year. The dates coincide with the recently approved plan to continue meeting on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays and continues certain planned recesses that have been honored in the past. This calendar must be filed in the Town Clerk's office by the end of this year.

Action: The Council is asked to consider waiving second reading of the calendar and to approve the meeting dates.

The remainder of the items are of a routine nature, in the sole purview of the Council or are announcements. Please contact me or the appropriate staff member with questions or concerns.

DC

Loa



Water Boy LLC  
70 Comstock Trail  
East Hampton, CT 06424  
(203) 314-9343

October 24, 2019

Benjamin Gilmore  
20 Gildersleeve Drive  
P.O. Box 218  
East Hampton, CT 06424-0218

Water Boy LLC proposes to perform the following work to the onsite water system at East Hampton WPCA – Royal Oaks Memorial School Treatment Station (WSFID 1013) PWSID: CT0429121 located in East Hampton, CT:

1. Provision & Installation of two 30” upflow non-backwashing carbon filters. The filters shall be loaded with 14 cubic feet each (28 cubic feet total) of Calgon Filtrasorb 400 carbon media. The Town of E Hampton shall provide access to the facility to perform prescribed work.

Total        \$18,543.88

It shall be the responsibility of East Hampton WPCA to apply for and obtain general application and any other approvals through CT Department of Public Health Drinking Water Section. The East Hampton WPCA shall assume all responsibility for the proper installation, operation, and any current and/or future liability of this water system. East Hampton WPCA shall be responsible for signature and submission of necessary documents to CT DPH. This proposal is based on two eight hour days for completion. If unforeseen circumstances arise such as existing equipment repairs or additional requirements imposed by local or state officials, additional time shall be billed at \$125 per hour per man.

Acceptance of Proposal—The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. A 50% deposit will be made upon acceptance of this agreement. Final payment will be made upon completion. This proposal is valid for 10 days.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date of Acceptance

Carbon Filters App.

# STATE OF CONNECTICUT

DEPARTMENT OF PUBLIC HEALTH



Renée D. Coleman-Mitchell, MPH  
Commissioner

Ned Lamont  
Governor  
Susan Bysiewicz  
Lt. Governor

Drinking Water Section

## APPROVAL FOR CONSTRUCTION OR INSTALLATION OF WATER AND TREATMENT WORKS

October 29, 2019

**Contact Name:** Mr. Scott Clayton  
**Address:** 20 Gildersleeve Drive  
East Hampton, CT 06424

**Public Water System:** East Hampton Wpca - Royal Oaks System  
**PWS ID:** CT0429121  
**DPH Project #:** 2019-0268

**Project Name:** Carbon For PFAS Removal At Memorial Well (Royal Oaks System)  
**Project Location:** East Hampton, CT

**Date(s) of Project Submission:** 9/23/2019 & 10/22/2019

**Project Description:** The following is a brief project description and is not inclusive of all project components.

The East Hampton WPCA – Royal Oaks System has tested its sources of supply per the general recommendation of CT Department of Public Health (DPH) for per- and polyfluoroalkyl substances (PFAS). Water quality results from two rounds of sampling at the Memorial School Well (WSFID:10204) indicated the presence of perfluorooctane sulfonic acid (PFOS), perfluorooctanoic acid (PFOA), and perfluoroheptanoic acid (PFHpA) The CT DPH Drinking Water Action Level for PFAS is 70 ppt, which includes the sum of the concentrations of PFOA + PFOS + perfluorohexane sulfonic acid (PFHxS) + PFHpA + perfluorononanoic acid (PFNA). The sum of the concentrations of PFAS detected in the water from the Memorial School Well was between 15 and 22 ppt. However, East Hampton would like to take the proactive measure of installing a carbon filter for PFAS removal.

Two upflow non-backwashing filters loaded with Calgon Filtrasorb 400 granular activated carbon shall be installed prior to the entry point. There shall be valving installed to allow for lead lag filter alternation. A DPH approved sample tap shall be installed in between the filters in order to allow sampling for breakthrough on the first filter. Filtrasorb 400 is NSF approved and rated by the manufacturer for PFAS removal.

A minimum size vessel of 13.37 cubic foot vessel is needed to provide a minimum of 10 minutes of Empty Bed Contact Time for each of the two vessel in series.



Phone: (860) 509-7333 • Fax: (860) 509-7359  
410 Capitol Avenue, P.O. Box 340308, MS#12DWS  
Hartford, Connecticut 06134-0308  
[www.ct.gov/dph/publicdrinkingwater](http://www.ct.gov/dph/publicdrinkingwater)

*Affirmative Action/Equal Opportunity Employer*



Treatment vessels proposed are NSF-listed Pentair model CH311613 (capacity 24.99 cubic feet each) Adequate smooth nose sample taps are being provided.

**This project is approved for construction or installation in accordance with the following terms:**

1. This project is approved for construction based on the project being constructed in accordance with received plans and specifications and project applications dated September 23, 2019 and revised on October 22, 2019 and the Department of Public Health's (DPH) terms stated herein. Any substantial deviation from the approved design must be reviewed and approved by the DPH in accordance with Section 19-13-B102(d)(2) of the Regulations of Connecticut State Agencies (RCSA). Failure to do so may result in an enforcement action and possible reconstruction of the project to conform to the DPH's technical approval.
2. This project approval is void 12 months after the date of this project approval if construction has not started. If no construction is started, the DPH must be notified and re-approval from the DPH must be sought and obtained.
3. All work implemented for this project must be effectively disinfected pursuant to Section 19-13-B47 of the RCSA. Upon completion of the project and prior to placing into active use, the water must be sampled and tested for at least total coliform bacteria to verify that the work completed was effectively disinfected. All test results must be in compliance of Section 19-13-B102(e) of the RCSA, indicate the water is safe for consumption and be submitted to the DPH.
4. After construction/installation is completed for this project and prior to placing the project into active use, a Certification of Completed Water or Treatment Works Construction/Installation form, which can be found on the DPH's website <http://www.ct.gov/dph/publicdrinkingwater>, must be completed and submitted to the DPH along with water test results as required.
5. The DPH must be contacted to make arrangements for a site visit of the project or project components prior to placing it into active use.
6. The project should not be placed into active use until an Acknowledgement of Project Completion correspondence is received from DPH.
7. It is not believe that installation of carbon vessels will change the treatment plant classification for the Memorial entry point however this office is requesting that Water Treatment Plant Classification which includes the proposed treatment be submitted.

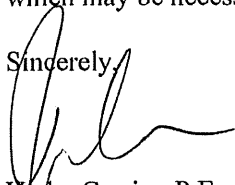
This office's records indicate the following operator assignments – please make any necessary correction utilizing the Operator Verification Form:

Water System Facility: MEMORIAL SCHOOL TREATMENT STATION (WSF ID: 1013)			
Facility Classification: CLASS 1 TREATMENT PLANT			
Operator Name	Operator Type	Certification(s)	Certification Expiration
SMITH, TIMOTHY	CHIEF OPERATOR	DISTRIBUTION SYSTEM OPERATOR - CLASS I	9/30/2019
		WATER TREATMENT PLANT OPERATOR - CLASS II	6/30/2022
CLAYTON, SCOTT D.	ASSIGNED OPERATOR	WATER TREATMENT PLANT OPERATOR - CLASS I	6/30/2022
		DISTRIBUTION SYSTEM OPERATOR - CLASS I	6/30/2022
ARMSTRONG, KYLE	ASSIGNED OPERATOR	WATER TREATMENT PLANT OPERATOR - CLASS II	9/30/2019

PWS ID: CT0429121  
DPH Project #: 2019-0268  
October 29, 2019  
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This approval only covers applicable public drinking water regulations and guidelines of the DPH and the U.S. Environmental Protection Agency (EPA). The DPH's approval however does not guarantee that the proposed treatment and/or components to be installed as part of this project will operate as proposed or achieve the proposed treatment objectives. This approval additionally does not cover approvals or permits which may be necessary by other state or local agencies.

Sincerely,



Vicky Carrier, P.E.  
Sanitary Engineer 3  
Drinking Water Section

cc: Mr. Russel Melmed, Director of Health  
Mr. Ben Gilmore, Superintendent Interim

*Town of East Hampton*

Town Council

2020 Meeting Dates

Location: Town Hall Meeting Room  
2<sup>nd</sup> and 4<sup>th</sup> Tuesday of Each Month

January 14

January 28

February 11

February 25

March 10

March 24

April 14

April 28

May 12

May 26

June 9

June 23

July 14

July 28

August 11

Summer Recess (no meeting August 25)

September 8

September 22

October 13

October 27

November 10

November 24

December 8

Winter Recess (no meeting December 22)



November 12, 2019

To: The East Hampton Town Council,

The documentation for the tax refunds listed below is available in the Office of the Collector of Revenue for your review. There are ten (10) refunds totaling \$1,791.96.

Respectfully Submitted,

Kristy L. Merrifield, CCMC  
Collector of Revenue

	0.	00
	450.00	⊕
	147.31	⊕
	206.31	⊕
	419.39	⊕
	96.64	⊕
	48.45	⊕
	109.52	⊕
	129.26	⊕
	98.42	⊕
	86.66	⊕
010	1,791.96	⊕

**BOARD AND COMMISSION SUMMARY  
OCTOBER 2019**

**Arts & Culture Commission**

The Arts & Culture Commission met on October 17, 2019. Commissioners discussed the idea of financing Facebook advertisements for selected posts. The Commission will present the art purchases to the East Hampton Senior Center and Center School. Members will contact the director and principal to set up a time. Commissioners reviewed the EHACC Budget and the upcoming projects that will be supported this year including 2/500 grants; 1/\$200 Capstone Grant, \$100 for student art awards and \$500 for the Art Purchase Award. Commissioners voted to place an ad in the Podium Players playbook for their upcoming performance of Matilda for \$25 to \$50. Commissioners plan to set up a meeting with the town manger to introduce ourselves. Commissioners will submit information about the Capstone Grant to the Superintendent of Schools so students will be award and apply. Commissioners reviewed a thank you letter from Epoch Arts for the \$600 donation. Commissioners reviewed photos from Memorial School Teacher Stacey Gibson of her students' trip to Florence Griswold Museum for the Faerie Village. The Commission had given Gibson a grant to pay for transportation to the event. Commissioners discussed the future of the EHACC, which has trouble attracting members and meeting a quorum.

**Board of Finance**

No meeting

**Brownfields Redevelopment Agency**

The Brownfields Redevelopment Agency met on October 28, 2019. The Town Manager gave the members a town staff report. The members discussed the DECD STEAP Grant for 13 Watrous, 103 Main Street, and the SEH Update and the US EPA Grant 2020. The members approved the 2020 meeting dates.

**Clean Energy Task Force**

No meeting

**Commission on Aging**

The Commission on Aging met on October 10, 2019. Ms. Ewing reported on Senior Center activities. She noted more individuals are signing up for medical rides. There is a possibility that DATTCO will donate a 14-passenger van. They provided updates on the Thriving in Place events. The Advocacy Group sponsored a Candidate Forum on October 23<sup>rd</sup>.

**Conservation-Lake Commission**

The Conservation Lake Commission met on October 10, 2019. The members were given a communications and liaison report by Mr. Hall. The members reviewed three plan reviews and briefly discussed the watershed projects and federal funding. The topics of mailing of lake/watershed resident letters, sub-committee report on education, advisory panel, lake smart program sub-committee, and the lake level were discussed by the members. The



members were reminded about the Everblue meeting with John Tucci occurring on Wednesday the 16<sup>th</sup> at 6:30 at the High School.

### **Design Review Board**

No meeting

### **Economic Development Commission**

The Economic Development Commission met on October 15, 2019. The members discussed the topics of East Haddam Business Expo on October 29<sup>th</sup>, Business Package Promotion and Tourism, New Business Update/New Businesses with Planning & Zoning Approval/Review of P&Z Minutes, New Business Banner Locations, Belltown Spotlight on Business, and Town Beautification.

### **Ethics Commission**

No meeting

### **Fire Commission**

The Board of Fire Commissioners met on October 21, 2019. A new alarm system for company 3 was advised to be added. The Fire Marshal and Fire Chief reports were given. The members discussed Dry Hydrants, New Engine 212 Status, OSHA Complaint Follow-up and Physicals/Providers and the Chief vehicle.

### **Inland Wetland Watercourses Agency**

The Inland Wetland Watercourses Agency met on October 30, 2019.

Agent Approvals:

- IW-19-046, Aldo Zovich, 164 Daly Road, construct a 576 sq. ft. addition. Work within Upland Review Area. Map 34/Block 92/Lot 3.
- IW-19-047, David Erlandson for Donald & Liz Harris, 112 Middle Haddam Rd., install a curtain drain. Work will be within the Upland Review Area. Map 07/Block 21/Lot 6.
- IW-19-048, Traditional Innovations, LLC. for Barbara Hitchcock, 40 Old Middletown Rd., to construct a 12' x 14' sunroom addition on west side of house on 3 techno-posts. Work within the Upland Review Area. Map 01C/3A/1.

Continued Applications:

- IW-19-041, James Marino, 100 Young St., demolition of existing house and construction of a new single family home, and associated improvements, partially in the Upland Review Area. Map 21/Block 52/Lot 23A. Approved with conditions (6-0)
- IW-19-042, James Marino, 8 Carriage Dr., construction of a new single family home and associated improvements, partially in the Upland Review Area. Map 21/Block 52/Lot 23-1. Approved with conditions (6-0)
- IW-19-043, Town of East Hampton, 60 North Main St., construction of water quality bio-swale and parking lot modifications at Sears Park. Map 04A/Block 63B/Lot 20. Continued (6-0)
- IW-19-044, Dean Brown, 207 Middle Haddam Rd., construction of deck and stairs

to river in order to correct an error on a previously issued permit. Map 03/Block 18/Lot 36A. Approved with conditions (6-0)

#### New Applications:

- IW-19-045, Noslen, Inc., 15 Lake Drive, remove existing wood dock and replace with a plastic dock. Work is within Upland Review Area. Map 03A/Block 70A/Lot 2A. Agent Approval (6-0)
- IW-19-046, Town of East Hampton – Culvert Replacement on Schoolhouse Lane. Continued (6-0)
- IW-19-047, Fiderio and Sons - 75 North Main St. Reconstruction of existing deck and construction of enclosed breezeway in an Upland Review Area. – Map 04A/Block 45/ Lot 24-2. Agent Approval (6-0)

#### Old Business:

- Cease and Desist – Sharon Allegra, 88 Young St. Work in the Upland Review Area and Wetlands Map 21/ Block 52/ Lot 22C
- 152 West High St. – Possible Work in Upland Review Area
- 48 Pine Brook Rd. – Possible Work in Upland Review Area

#### **Joint Facilities**

No meeting

#### **Library Advisory Board**

The Library Advisory Board met on November 4<sup>th</sup>. The Board was informed on the progress of a ceiling tile replacement project. There was discussion on the possibility of eliminating library fines for overdue materials. Strategic planning is ongoing.

#### **Middle Haddam Historic District Commission**

The Middle Haddam Historic District Commission met on October 24, 2019. The members reviewed and approved an application to replace the existing roofing with new shake wood shingle from Timberline. The members approved the 2020 meeting dates.

#### **Parks & Recreation Advisory Board**

No meeting

#### **Planning & Zoning Commission**

The Planning & Zoning Commission met on October 2, 2019.

#### Public Hearings:

- PZC-19-010: Roncalli Institute, Inc., 49 Oakum Dock, for a Zone Change from R-2 to Commercial. Map 02/Block 9A/Lot 2. Extension request granted for Nov. 6, 2019 regularly scheduled meeting. (7-0)
- PZC-19-011: Roncalli Institute, Inc., 49 Oakum Dock, for a Special Permit to construct an Assembly Hall in the Commercial Zone (Sec. 5.2.C). Map 02/Block 9A/Lot 2. Extension request granted for Nov. 6, 2019 regularly scheduled meeting. (7-0)

#### New Business:

- PZC-19-018: American Equities, LLC., 35 West Point Road, for a Zone Change from R-1 to Commercial. Map 5A/Block 84/Lot 1. Public hearing scheduled for the next regularly scheduled meeting on Nov. 6, 2019. (7-0)
- PZC-19-019: American Equities, LLC., 35 West Point Road, for a Site Plan Review for additional parking. Map 5A/Block 84/Lot 1. Public hearing scheduled for the next regularly scheduled meeting on Nov. 6, 2019 (7-0)

#### Old Business:

- PZC-19-017: South Road Marlborough, LLC., 98 Middletown Ave., for a zone change from Industrial to R-4. Map 12/Block 48C/Lot 4. Public hearing scheduled for the next regularly scheduled meeting on Nov. 6, 2019 (7-0)
- Updates to Sec. 3.1 Lake Pocotopaug Protection Zone – Continued to the next regularly scheduled meeting on Nov. 6, 2019.

### **Town Facility Building Committee**

The Town Facility Building Committee met on October 3, 2019. The members were given the architect update, construction manager update, and an OPM update. The members reviewed the furniture options from both prospective vendors. The members approved seven (7) change orders and two (2) invoices. There was a brief public relations update for the members.

The Town Facility Building Committee met on October 17, 2019. There was an update from the architect, construction manager, and the OPM. The FF&E was presented to the members by Lauren from Amenta Emma. The members reviewed and discussed the color scheme, item choices, and budget for the project. They decided to hold a meeting next Thursday to review and approve the final cost. There were no change orders, and the members approved of two invoices from Amenta Emma and Boundaries.

The Town Facility Building Committee held a special meeting on October 24, 2019. The committee voted to accept the quote from Strategic Spaces for the furniture, fixtures and equipment for the new Town Hall/Police Department. They also approved a change order.

### **Water Pollution Control Authority**

The Water Pollution Control Authority Committee held their regular meeting on Tuesday October 1, 2019 at 6:00. Town Manager Dave Cox was introduced to the WPCA board. Mr. Cox asked for a representative to speak with Town Council (if requested) on the current sewer rates. Mr. Cox will report to the Council the reasoning for the current rate increase and contact Mr. Clayton if needed at the next meeting. The Village Center Water System received the following maintenance and repairs. Two greensand filters and two carbon filters have been rebedded. Tank has been cleaned and inspected, back washing is being done twice per week and the System Flushing was done on 10/1 -10/3 and again 10/8 - 10/10. Royal Oaks Water Flushing was done 10/15-10/17. North Main pump station generator project should be completed by December. Pine Trail Force Main project will go out to bid in December. The Board started working on Capital Planning for next year.

## **Zoning Board of Appeals**

The Zoning Board of Appeals met on October 21, 2019

Public Hearings:

- Application ZBA-19-011, Keith LaBar, Jr. for Delia Sienna, 16 Hawthorne Rd., for a variance to reduce the side setback from 15' to 8' and reduce the front setback from 25' to 8' to construct a 12' x 15' carport over existing driveway. Map 10A/Block 81/Lot 6A – Continued to the next regularly scheduled meeting on November 18, 2019 (5-0)
- Application ZBA-19-012, Randall and Diane Rushin, 43 Smith Street, for a variance to reduce the side setback from 25' to 8' to construct a 26' x 24' 2 car garage with a 9' x 20' addition and a lot coverage increase from 10% to 14%. Map 06A/Block 57/Lot 8A-2. Continued to the next regularly scheduled meeting on November 18, 2019 (5-0)