


MEMORANDUM

TO: Town Council
FROM: David E. Cox, Town Manager 
DATE: May 24, 2024
SUBJECT: Town Manager's Report

The following information includes follow up from general items that were discussed at previous Council meetings as well as updates of a general nature from the departments or agencies. The items are organized by department and are intended to provide information on activities currently being undertaken by the Town's departments and related entities and those matters that are upcoming. Not all departments will be represented in each Report.

Clerk

- Resident dog owners are reminded that June is dog license month. In accordance with statute, all dogs six (6) months or older must be licensed each year in the town where they reside. A current rabies certificate is required for all dogs, and a neutered/spayed certificate is required for dogs that will be licensed for the first time. Licenses may be obtained at the Town Clerk's Office during the usual business hours on Monday, Wednesday, and Thursday, 8:00am to 4:00pm, Tuesday, 8:00am to 6:30m and Friday, 8:00am to 12:30pm or by mail. If applying by mail, include a check made payable to the East Hampton Town Clerk for the proper fee, all certificates, and a self-addressed stamped envelope. Mail requests may be sent to Town Clerk, East Hampton Town Hall, 1 Community Drive, East Hampton, CT 06424. All certificates required will be returned with the new license and tag. Renewals only may also be completed online through the Town Clerk's dog license renewal system. To renew online the dog must have a current rabies certificate on file with the Town Clerk's Office. Online renewals may be performed at this link: <https://www.easthamptonct.gov/town-clerk/pages/dog-licenses>
- Dog License Fees are as follows: Neutered Male/Spayed Female, \$8; Male/Female, \$19 ; Kennel Licenses for up to ten (10) dogs, \$50 plus .10 per tag; Kennel Licenses for up to 20 dogs, \$100 plus .10 per tag. Late licensing penalty is \$1 per month after June. Replacement tags are 50¢.

Collector

- Staff and the Town's attorney continue to coordinate regarding actions and taxpayer notifications for delinquent accounts that owe multiple years of taxes or sewer fees. A Tax Sale Auction is currently scheduled for Tuesday, August 20 beginning at 10:00am in the Town Hall Community Room for any properties that remain delinquent at that time. As of this writing, 26 properties remain on the list of the 60 properties initially contacted.

Library

- The Friends of the Library will be holding its annual Book Sale on May 31 from 4:00pm to 7:00pm and June 1 from 10:00am to 2:00pm. The Library is accepting donations of gently used books for the sale through Wednesday, May 29.
- The Library will be handing out East Hampton "Adventure Boxes" in anticipation of this year's Summer Reading program, which is themed "Adventure Begins at Your Library." Each box will contain fun surprises and a map with East Hampton locations for patrons to explore. Boxes will be handed out on a first-come-first-served basis beginning Tuesday, May 28 and patrons who complete their map may return it to the Library by Saturday, June 15 to be entered into a grand prize drawing.
- The Library will be hosting its annual Summer Reading Kick Off party on Friday, June 21 at Bevin Park behind Center School. Community members of all ages are invited to come sign up for Summer Reading and enjoy an inflatable obstacle course, animals from Circle K Farm, face painting by Epoch Arts, and more.

Police

- Like many departments in Connecticut, the Police Department is having a challenging time successfully recruiting new officers. The recent testing and interviewing process did not yield any candidates and the Department will be soliciting new candidates to participate in the process. This will delay the replacement of Officers to fill vacancies that are being created by retirements, other departures or new positions that may be created.

Public Works

- The Wopowog culvert replacement project is well underway. The contractor has completed the stream bypass system and has installed the dewatering measures. Excavation for the culvert base is also near completion. The next step will be placing the base material and compacting it in preparation for installing the precast culvert sections, which is tentatively scheduled for Thursday, May 30. After placement of the culvert sections, work will begin to form and cast the concrete wing walls around the new culvert.
- This week, staff has been focused on completion of spring cleanup and preparation for the Memorial Day weekend and the parade on Monday. Crews have mulched, mowed and trimmed the Village Center and the parade route. A significant amount of work has also been done at Sears park to prepare for the holiday weekend and the beginning of the summer season. Concurrently, crews have been conducting road sweeping, roadside mowing, gravel road maintenance and pothole patching.

- Crews have also been responding to an unusually large number of sink holes forming over the past few weeks. The majority of these are due to the corrosion of corrugated metal drainage pipe in the stormwater drainage system, which is prevalent throughout the stormwater system. As crews identify locations of failed pipe, the pipes are scheduled for replacement with priority on roads that are scheduled for paving in the upcoming season. Long term, staff continues to consider options for repairing or replacing these pipes to ensure integrity of the stormwater system.

Recreation

- Staff training for all summer staff has been completed. The gate attendants also received additional training related to invasive species and what to look for on vessels launching in Sears Park. Boats launching in Sears Park will be asked to stop and be inspected prior to launching as part of the effort to mitigate the spread of Hydrilla and other invasives species. Residents are reminded that all vessels launching through Sears Park require a boat sticker that can be purchased during regular business hours at the Town Hall in the Town Clerk or Recreation Department, or at the Library prior to launching.
- Lifeguards and gate staff will be on duty during weekend days beginning May 25 (weather dependent). Beginning June 17, Sears Park will be staffed daily except during inclement weather or other closures.
- Summer camps also begin operating on June 17. Summer camp programs continue to be very popular and many of this year's weekly sessions are full or close to full. Staff is looking forward to a great summer camp season!
- The Seamster Park and Jeff Leith Memorial Scholarship benefit Golf Tournament was unfortunately postponed due to weather and a course closure on its original date. The tournament has been re-scheduled to Thursday, June 13 and registration is reopened to any golfers that wish to sign up. Contact the Recreation Department to register or visit the website at www.easthamptonrec.com. The event supports ongoing maintenance and improvements at Seamster Park next to Memorial School and funds the scholarships distributed in honor of long-time supporter of parks and student athletics Jeff Leith.
- The application process for the Jeff Leith Memorial Scholarships for student athletes has concluded, and three applicants were selected to receive a contribution toward their future education. Scholarships will be presented to the students at the June 6 Senior Awards and Scholarship Evening at East Hampton High School.

Town Manager/Other

- Preparations are in place for the annual referendum on the Town budget, which will be held at Town Hall on Tuesday, June 4 from 6:00am to 8:00pm, Absentee ballots for the referendum are available at the Town Clerk's Office through 4:00pm Monday, June 3. The budget documents may be viewed on the Town website on the Finance Department page here: <https://www.easthamptonct.gov/finance/pages/2024-2025-budget>. All electors are encouraged to cast their vote.

- The Brownfields Redevelopment Agency, through its work to update the environmental assessments for four properties in the Village Center, has identified a concern related to ground water near 1 Watrous Street. Staff and the consulting environmental engineer have notified Department of Energy and Environmental Protection (DEEP) and will be coordinating additional testing of monitoring wells and, as necessary, private wells in the area as plans are developed to remedy any issues.

DC

cc: Management Staff