


## MEMORANDUM

TO: Town Council  
FROM: David E. Cox, Town Manager   
DATE: May 8, 2023  
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. The items are organized by department and are intended to provide information on activities currently being undertaken by the Town's departments and those matters that are upcoming. Not all departments will be represented in each Report.

### **Library**

- Two staff from the library attended the Connecticut Library Association's annual conference, attending several informational sessions. Additionally, another staff member, Public Service Associate Wini Cerreta, also attended the conference and was awarded scholarships to assist her in furthering her formal education in the library field.
- Staff and patrons are excited that chickens are back at the library...soon. Six eggs are incubating in the public area of the library and nearly 50 patrons so far have weighed in on when they think the eggs will hatch. Patrons are invited to stop in to see the process and even check out a book or two to learn more.

### **Parks and Recreation**

- The tennis courts at the high school, which suffered cracks in the playing surface during the last few months, are scheduled to be repaired based on discussions with the Town's contractor, Mountain View. These warranty repairs will occur after the tennis season ends in June.

### **Police**

- On Saturday, April 22, the Department participated in the National Drug Take Back Day sponsored by the Drug Enforcement Administration (DEA) and undertaken locally as a partnership with the Town's Prevention Partnership and the Prevention Coordinator. This year, 34 pounds of prescription medications were collected that were ultimately destroyed by the DEA. All residents are reminded that in addition to these special collection days, the Department maintains a prescription Drug Take Back box in the lobby of Police Department and residents are welcome to dispose of prescription medications during normal business hours. Since 2018, the Department has collected 1,379 pounds of outdated and unneeded medication for proper disposal.

- During the month of April, the Department did not use Narcan, nor did it respond to any medical call in which a family member or other person had used it.

### **Public Works**

- Public Works crews have wrapped up pavement shimming operations on Wopowog Road and Collie Brook Road, which was performed in preparation for chip sealing later this spring. The Department has begun some small subsurface drainage projects on Hog Hill Road and Wopowog Road also in preparing for upcoming chip sealing. The drainage work should last approximately one week.
- Concurrently, street sweeping is underway along with pothole patching and gravel road maintenance. In the upcoming weeks, spring cleanup will take place in the Village Center and Town-owned cemeteries in preparation for Memorial Day and summer activities.

### **Senior Center**

- The Senior Center continues to develop the local transportation system using the Town-owned bus. The service is provided Monday through Thursday from 11:00am to 3:00pm, with a focus on getting people to the Center for activities and the nutrition program. Additionally, the program is able to offer limited rides to local doctor's offices, depending on schedule availability. This program continues to be used to complement existing transportation services offered by River Valley Transit (Formerly MAT).
- Staff completed an outreach program to East Hampton Housing Authority residents in April. Approximately 40 residents were in attendance and staff provided an update regarding transportation services and other services and programs available at the Senior Center as well as the File of Life program.
- Special celebrations and entertainment are being held this month in honor of Older American's month and planning continues for summer and fall, especially for September, which is National Senior Center month.

### **Youth and Family Services/Prevention**

- As part of its social services responsibilities, the Department provides support for tenants and landlords during evictions that take place in Town by being present with the state marshal on the day of an eviction and providing short term storage of personal property from the unit. This personal property is stored at Town expense for 15 days, after which, if not claimed by the evicted party, the items are sold at a public auction or disposed. To aid in awareness of the auctions, the proceeds of which offset Town costs and avoids these items ending up in landfill,

staff will begin posting notice of the auctions on the Department web page in addition to the local newspaper.

- As noted previously, the Department will be hosting a walking event for grades 4-9 on May 18 from 4-6 p.m. at the Air Line Trail. The activity will include a hike and an outdoor picnic and will reinforce the healing power of being outdoors in nature. Youth Service clinical interns from the Marriage and Family program will talk to kids about how they can use nature to build confidence, decrease anxiety and improve mental health while deepening their connection with others in a positive environment. Hikers are asked to bring a bagged meal for dinner. Dessert and beverages will be provided. Families interested in signing their children up can contact Youth Services at 860-267-9982 for a waiver/permission slip and to register.

### **Town Manager/Other**

- In follow up to a particular resident comment made at the April 25 Town Council meeting, staff has reviewed the cost of holding a referendum. According to the Office of the Registrar, the out of pocket cost of a referendum this year is approximately \$4,115, including about \$2,820 in personnel services and about \$1,295 in supplies, equipment and programming. This does not include the small cost for Public Works crews updating and installing signage or incidental services by the Police Department undertaken during normal duty time.
- The Town Council's Water Subcommittee met in the last week of April to receive and discuss an update to the planning for implementing a new water source for the existing systems and interconnection and expansion of the systems. The material attached to this Report, which was reviewed and modified by the Subcommittee, shows the approximate potential location of various facilities, including water treatment and storage facilities, and the boundaries of service (pressure) zones based on the Town's topography. As noted, the Subcommittee is planning a public information meeting in early summer to present the plans to date and allow the public to ask questions. The engineering efforts being undertaken related to the water system are funded by two grants received by the Town from the State in the total amount of \$1.75 million.
- Staff has finalized the plans for the grant-funded Village Center streetscaping project and is forwarding the proposed plans to the CT Department of Transportation for its approval related to work within the State's Right of Way. While a timeline for DOT approval is not known, staff is working toward preparation of the Request for Proposals document on a phased project that is expected to begin late this summer. Based on final cost estimates and the details of some proposed work, the project will likely need to be broken into segments to address funding availability. The project budget is \$625,000, including \$500,000 from the State's Small Town Economic Assistance Program and \$125,000 funded through the Town's Capital Reserve Fund sidewalk project and the TIF Fund. To aid in completing more of the project this year, staff is investigating additional grant options that will supplement the available funds.

Town Council - Town Manager's Report

May 8, 2023

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cc: Management Staff

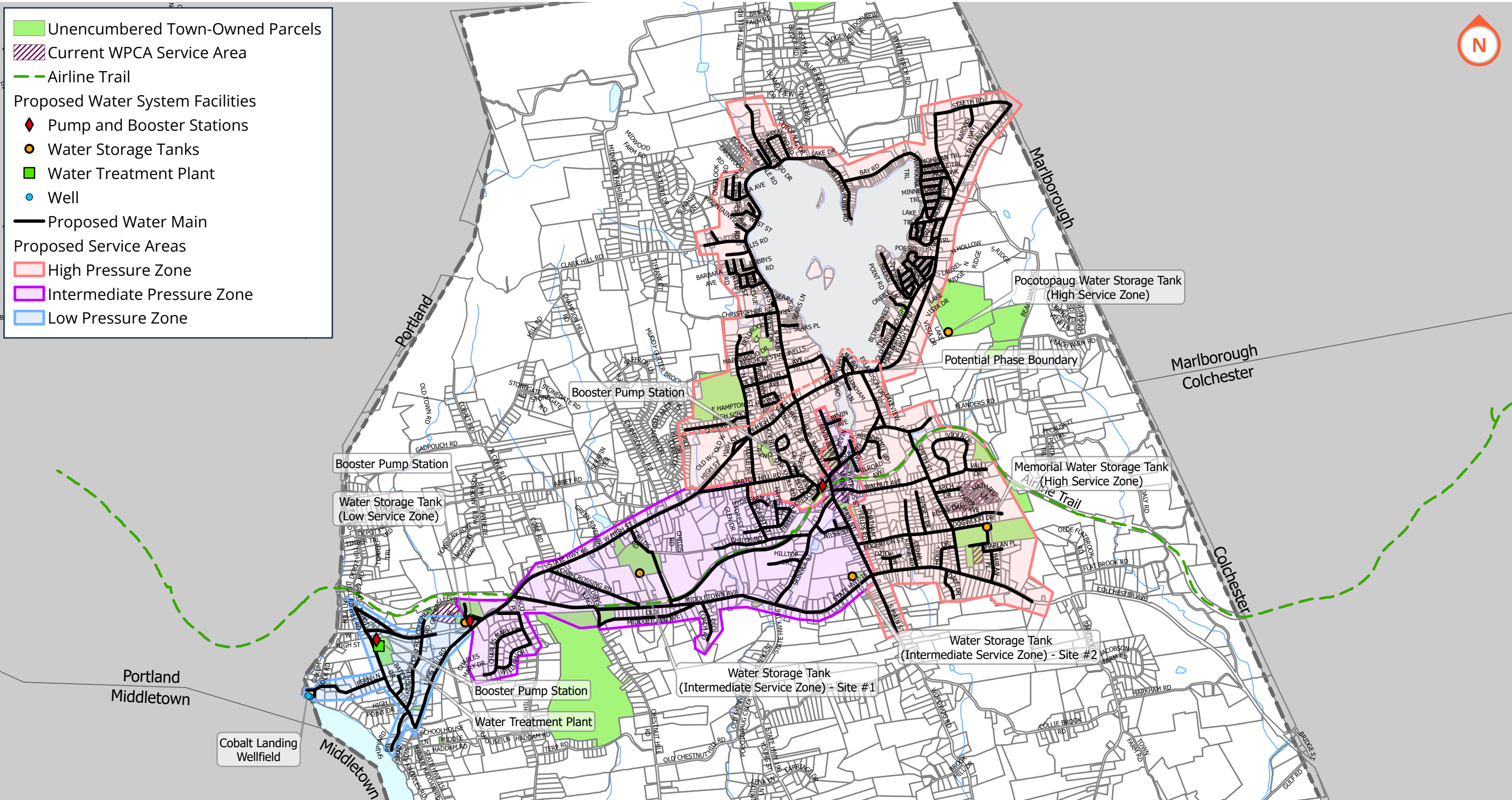
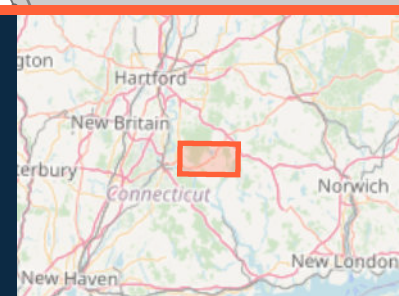


















Figure #1  
 Proposed Water System Service Areas  
 East Hampton, Connecticut  
 May 2023





-  Airline Trail
-  Proposed Water Main
-  Current WPCA Service Area
-  Proposed Water System Service Area
- Commercial Zones**
-  C
-  DD
-  I
-  MUDD
-  PO / R
-  VC
- Residential Zones**
-  DD
-  R-1
-  R-2
-  R-3
-  R-4
- Special Zones**
-  RL

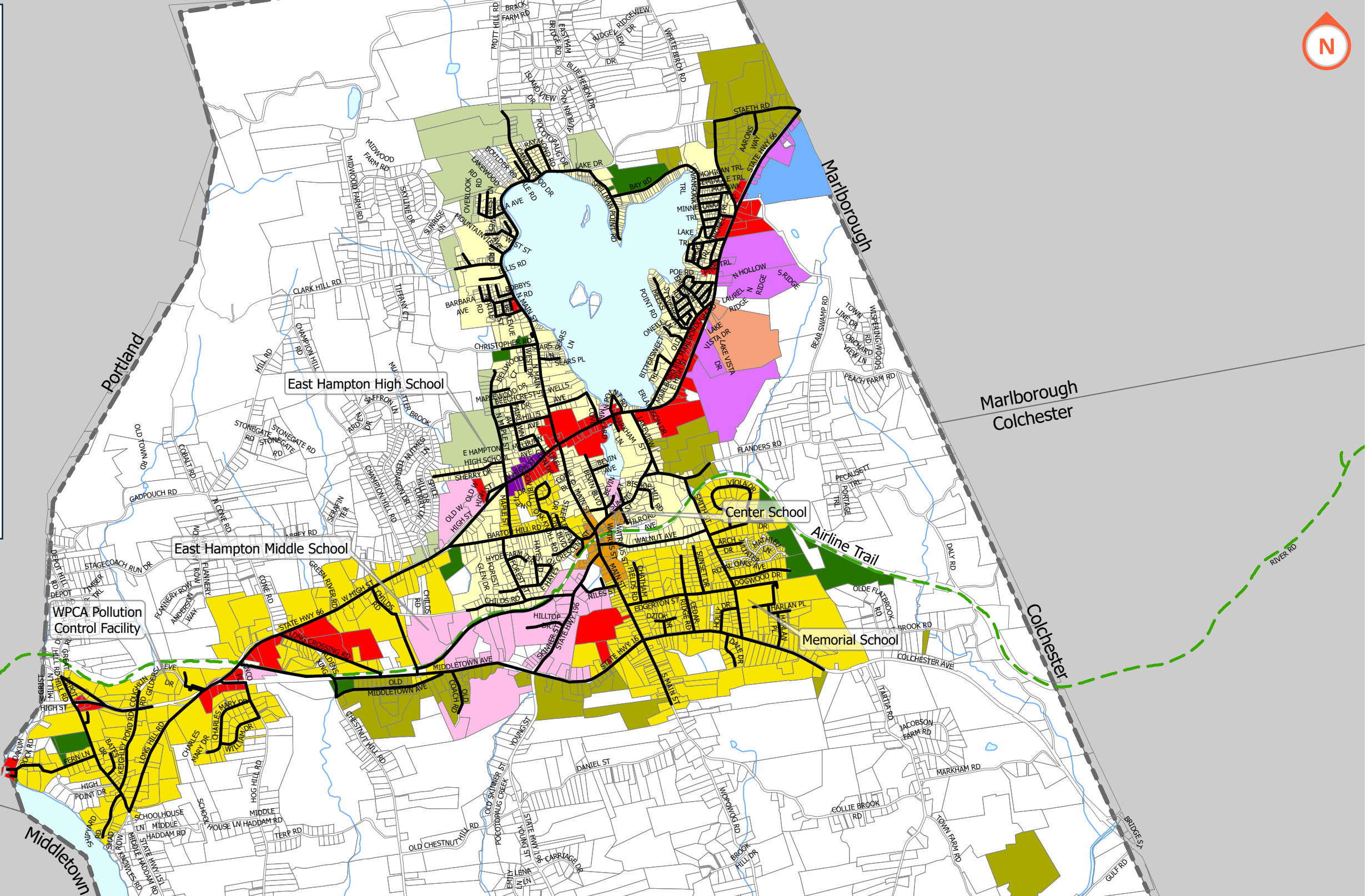
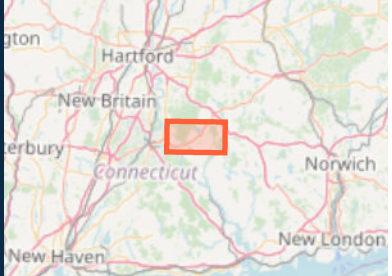


Figure #2  
 Proposed Water System Service Area Zoning Designations  
 East Hampton, Connecticut  
 May 2023



Disclaimer: This map is intended for planning purposes

Zoning Code	Description
C	Commercial
DD	Design Development
HOD	Housing Opportunity Development
I	Industrial
MUDD	Mixed Use Development District
PO/R	Professional Offices/Residential
R-1	Lakeside and Village Residential
R-2	Single Family Residential
R-3	Residential (Resource)
R-4	Rural Residential
RL	Reserved Land
VC	Village Center



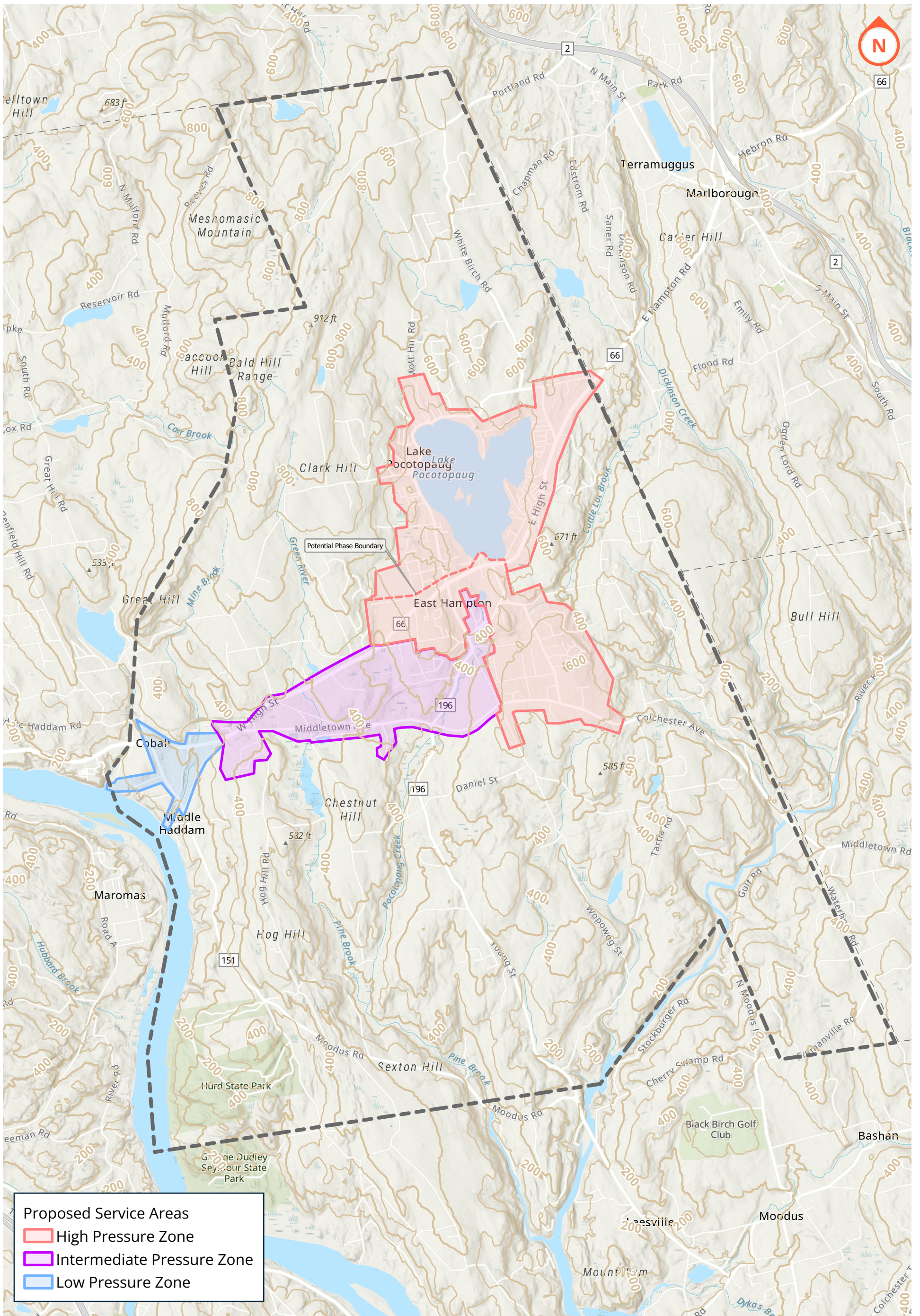


Figure #3

Contours and Proposed Service Areas

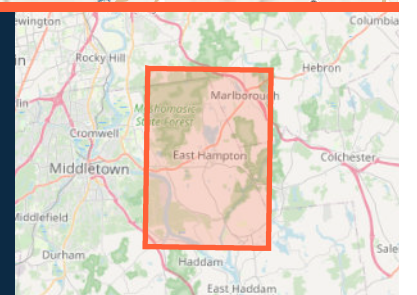
East Hampton, Connecticut

May 2023

**ENVIRONMENTAL PARTNERS**



— An Apex Company —





## East Hampton, Connecticut Water System Water System Facility Siting and Hydraulics Evaluation Report Table of Contents

- I. EXECUTIVE SUMMARY
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  - iii) Environmental Resources Present
  
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    - ii. Cobalt Landing Wellfield
    - iii. Water Storage Tanks
    - iv. Booster Pumping Stations
  - iv) Permitting
  
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  - ii) Regulatory Requirements
  - iii) Opinion of Probable Project Costs (OPPCs)
  - iv) 20-Year CIP
  
- VI. CONCLUSIONS AND NEXT STEPS

## MEETING MINUTES

**Date:** Wednesday, April 26, 2023 at 6:30 P.M.

**Location:** East Hampton Town Hall  
One Community Drive  
East Hampton, CT

**Meeting Title:** Town of East Hampton, Connecticut  
Water System Preliminary Design Project  
Water Sub-Committee Meeting

**Prepared By:** Hanna Schenkel, Environmental Partners

**Attendants:** David Cox, Town Manager, Town of East Hampton  
Pete Brown, Town Council Member, Town of East Hampton  
Brandon Goff, Town Council Member, Town of East Hampton  
Tim Feegel, Town Council Member, Town of East Hampton  
Scott Clayton, Public Utilities Administrator, Town of East Hampton  
Chuck Adelsberger, Senior Project Manager, Environmental Partners  
Hanna Schenkel, Project Engineer, Environmental Partners

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The Town of East Hampton's (Town) Water Sub-Committee and Environmental Partners (EP) met at the above date and location to discuss the Town's Water Supply Evaluation project and EP's findings to date. EP provided a progress update on communications with the Connecticut Department of Public Health (CTDPH) and the City of Middletown about radial collector wells as a potential future water supply source, potential water system facility siting hydraulic modeling efforts to date, and next steps in the design process.

Chuck Adelsberger provided an update on EP's communication with CTDPH and the City of Middletown to assess radial collector wells as an option for future water supply. EP discussed using the Cobalt Landing Wellfield as a primary water supply source and potential approaches to water supply expansion. EP presented figures depicting the preliminary water system service area and pressure zones based on EP's hydraulic analyses. EP provided an update on water system facility siting, including proposed changes to the pressure zone delineations in Town. Collectively, we discussed priority water service areas and the phasing of providing water service to each depicted service area. The Town discussed methods to earn public and CTDPH support for future water system construction.



EP has presented below our understanding of the topics and responses as discussed during the meeting and action items to complete this phase of the project.

## I. Project Update

- EP has developed the Town's water system hydraulic model in Bentley WaterCAD, replicating pipe sizes and the general service area from the 2006 Preliminary Engineering Report (2006 PER) by Maguire.
- EP has analyzed the original service area presented in the 2006 PER and fine-tuned facility siting based on the Town's topography and hydraulic conditions.

## II. Potential Future Water Supply Sources

- Radial collector wells under Connecticut River will likely require surface water treatment.
  - EP completed an extensive desktop study and geotechnical exploration within East Hampton for groundwater supply siting and has found that siting a groundwater supply source on Town property is not possible due to inadequate surficial geology and limited aquifer material.
- Communication with Middletown, CT.
  - The City of Middletown teamed with a power company to construct several radial collector wells in the Connecticut River.
    - EP believes the power company is using some of the radially collector wells for cooling water. The City owns two of the radial collector wells but are not currently using them for drinking water purposes.
    - Middletown has obtained good water quality from one of its radial collector wells. The City indicated that the second well breached the floor of the Connecticut River and is intaking river water, while the other well is receiving water that meets or exceeds drinking water quality standards.
- Received drawings and report from Middletown on radial collector wells.
- Communication with CTDPH.
  - EP has reached out to Mandy Smith at CTDPH to discuss CTDPH's stance on using radial collector wells as a drinking water source.
- EP recommends considering future water supply sources as soon as possible due to the lengthy permitting process required to establish new sources.
  - EP recommends drilling borings in the river bed adjacent to the Cobalt Wellfield to determine if radial collector wells are a viable option for a future water source.
  - The Town of East Hampton will contact CTDPH to schedule a meeting to discuss future water supply needs and potential use of river water through radial collector wells.

## III. Water System Facility Siting and Hydraulic Evaluation Report

- Task 1: Perform Field Program (**Completed**)
  - EP will conduct additional site visits to review and photograph the revised water system facility sites.
- Task 2: Develop Hydraulic Model of Current and Potential Expanded Water System (**Partially Completed**)

- EP analyzed WPCA water usage data provided by Scott Clayton and existing zoning to estimate current average day demands.
  - Using a conservative peaking factor of 2.0 for the maximum day to average day demand ratio, the Town can likely serve up to the delineation of Phase 1 and Phase 2 of the High Pressure Service Zone with its current sources.
    - The Cobalt Wellfield is permitted to provide up to 0.90 MGD under its current Diversion Permit (expiring in 2032).
- Review figure showing hydraulic model.
  - EP presented the draft water system schematic based on the current hydraulic model.
  - We will determine pipe diameters during later design phases.
- Present figure showing the potential extent of the distribution system.
  - EP evaluated the service areas and phasing presented in the 2006 PER by Maguire and found that service pressures would be unacceptably high in some areas of the water system, including at the Village Center area and Lake Pocotopaug.
    - High service pressures leave water systems susceptible to leaks and potential issues during water surge events while also not meeting current plumbing goals for elevated pressures.
  - EP recommends designing a three-pressure zone system based on land usage, contamination areas, available water supply, and the elevation ranges within the Town.
    - Pressure zones should be designed to achieve a minimum service pressure of 35 psi and minimum residual pressure of 20 psi during fire flow events. Due to significant elevation changes through East Hampton, EP recommends delineating pressure zones to maintain service pressures below 110 psi.
    - We will determine final pressure zone delineations by considering customer elevations and final water system facility siting.
  - Low Pressure Zone (elevations 100' – 244')
    - Water Treatment Plant and booster pump station will be situated at 150' elevation.
    - Customers below 100' will likely require pressure reducing valves (PRVs) at their property lines to decrease pressure.
    - Low Pressure Zone storage tank will likely be sited at the WPCA facility on Gildersleeve Drive.
    - EP recommends that the Town survey customers in the proposed Low Pressure Zone to determine whether domestic water service is desired. Ultimately, the Town may decide not to provide water supply to customers at lower elevations alone and near the Connecticut River.
      - If service is not desired, the Town may elect to install solely a transmission main through the Low Service Zone and no distribution mains.



- Intermediate Pressure Zone (elevations 244' – 424')
      - Potential tank sites are at the East Hampton Middle School or the Ambulance Association (4 Middletown Ave).
      - The Intermediate Pressure Zone would contain mostly residential customers, some customers on Route 66, and the Village Center area.
        - EP will explore extending the Intermediate Pressure Zone further up Route 66 to serve additional commercial customers.
        - Since this section of Route 66 will reside in the proposed High Pressure Zone, the area will likely be supplied with a booster pump station that operates on downstream pressure. (i.e., temporary boosted zones with a pump station that provides for both domestic and commercial water service along with required fire protection from the Intermediate Pressure Zone).
    - High Pressure Zone (elevations 425' – 574')
      - The entire High Pressure Zone could be phased, with Phase 1 capturing the Village Center and Route 66 areas, and Phase 2 capturing the Lake Pocotopaug area.
      - The Phase 1 tank could be sited on the Memorial School property and the Phase 2 tank could be sited on the Town-owned property near Town Hall.
  - The proposed water system will be designed to provide fire protection to the Town's customers.
    - EP is working with Jeremy DeCarli, Town Planning and Zoning Official, to obtain Insurance Services Office (ISO) fire ratings to determine needed fire flows.
  - The Town recently learned that some of the private wells near Skinner Street in the Village Center area have tested above the action limit for PFAS.
    - The Water Sub-Committee members discussed that contamination within Town has become more widespread since the initial 2006 PER.
- Task 3: Recommend Capital Improvement Program (CIP) (**Partially Completed**)
  - EP will draft a preliminary CIP to present to the public.
- Task 4: Prepare Water System Facility Siting and Hydraulic Evaluation Report (**Partially Completed**)
  - Review draft Table of Contents

#### IV. Confirm Extent of System Expansion

- Review potential limit of system expansion while considering available supply after Town decides on policies for customer service.
  - EP recommended that the Town schedule a meeting with CTDPH as soon as possible to discuss the proposed water service area and obtain feedback on areas and issues that CTDPH believes should be prioritized.
- Discuss policies and potential feedback from residents on extent of service.

- EP can assist with public workshops while also drafting water system development and expansion policies.
- Initial surveying and geotechnical tasks following siting of facilities.

## V. Community and Business Engagement

- Schedule meeting(s) with the Town Council, residents, businesses, and other interested parties.
  - The meeting members discussed approaches for presenting the proposed water system extents to the public. The Water Sub-Committee agreed that local officials should moderate and initiate the presentation of materials at the Workshops with EP providing support.
  - EP is currently under Contract to assist with two public workshops in this phase of the work.
  - We recommend preparing all presentation materials in draft form and emphasize that the public's comments and input will be considered before finalizing recommendations.
  - EP will draft a preliminary cost estimate with contingencies for the presented water system extents and facilities to present to the public.
  - The Town and EP will brainstorm methods to achieve public buy-in.
- Recommend completing the siting of facilities after meetings with the public.

## VI. Action Items and Next Steps in Preliminary Design Phase

- Confirm potential limits on water supply service area after discussion with the Town.
- Complete Water System Facility Siting and Hydraulic Evaluation Report
- Confirm CTDPH policies on use of radial collector wells for drinking water supply and guidance for extent of the service areas.
- Schedule workshops with interested parties

## VII. General Discussion and Questions

- Potential schedule
  - The Town will reach out to CTDPH to set up a meeting to discuss priority service areas and EP's findings to date within the next month.
  - Late May 2023 – EP will meet with the Water Sub Committee to present the draft-final service area and discuss the next presentation to the public.
  - June 2023 – EP will present the draft report findings and results including the proposed water system service area and potential siting of facilities to residents in a public meeting.
  - June/July 2023 – EP will present the draft-final report findings to the Water Sub Committee.