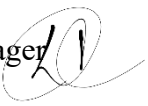


MEMORANDUM

TO: Town Council
FROM: David E. Cox, Town Manager 
DATE: March 22, 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 and Registrar

- As a reminder for the information of local voters, the Presidential Primaries will be held Tuesday, April 2, 2024 at East Hampton High School from 6:00am to 8:00pm. Absentee ballots for the primaries are currently available in the Town Clerk's Office for voters who are registered in either the Democratic or Republican Party. The standard process applies for requesting, receiving and returning absentee ballots. Early voting for those registered in a party will be available for the Presidential Primaries beginning Tuesday, March 26 and continuing Wednesday, March 27, Thursday, March 28 and Saturday, March 30 at the Town Hall from 10:00am to 6:00pm each day.

Collector

- Residents who receive sanitary sewer service from the Town are reminded that the second installment of the sewer use bill is due by April 1. Payments legibly postmarked by the USPS on or before April 1, 2024 are considered timely regardless of when they are received by the Collector's Office. Payments received after that date, including payments received without postmark, are considered past due. As a reminder, payments may be made online through the link on the Town website (www.easthamptonct.gov). Payments made through direct withdrawal from a checking or savings account incur no transaction charge. Payments made by other methods will incur a charge. Also, payments by check may be placed in the drop box outside Town Hall and are considered timely if dropped before Town Hall opens at 8am on April 2.

Library

- The Library is holding its final Community Conversation this coming Tuesday, March 26 at 6:30pm, as part of the development of a new Strategic Plan. Also, the public may share its thoughts via a survey, which is available in-person on paper at the Library, Senior Center, and Town Hall, or a digital version is available on the Library's website

and social media pages. All residents are encouraged to offer their feedback whether they are regular users or non-users of the Library services.

- The Library will be participating in an upcoming Lions Club initiative called Choosing Kindness, alongside local public schools and other organizations. The program will take place the week of April 15.

Police

- On Saturday, March 16, the Department participated in a Touch a Truck event held at the Memorial School, which was designed as a fundraising event to benefit pre-school programs at the school. The Department brought its WaveRunners and Police Ford F-150 for kids and adults to have the chance to see the police equipment up close and get their pictures taken in and on the vehicles. Plastic police badges were handed out to the children, and the event was a huge success.
- The Department applied for and received a \$5,000 grant funded through the State of Connecticut's High Risk Rural Roads Speed Enforcement Program. The money allows the Department to dedicate officers to speed enforcement activities on local roads, with the goal of gaining voluntary compliance with posted speed limits, reducing accidents and increasing pedestrian safety.
- The Department was notified that Officer Mark Pekar intends to retire at the end of May 2024. As a result, the Department is actively engaged in a recruitment process. In an effort to supplement the Department's recruitment efforts, Sgt. Timothy DeRoehn will attend a career fair event at Eastern Connecticut State University on March 26. The goal is to reach out to college students who may be interested in becoming a police officer in East Hampton. The goal of the recruitment process is to hire the right candidate who will then attend the next Police Academy beginning in July.

Public Works

- The Public Works Department is nearing completion of the underdrainage system at the Middle School athletic field. The system, which is being installed by Town crews, has already made a significant impact in draining the area of surface and ground water. At project completion, nearly 700 feet of 8 inch underdrain will have been installed. Once the area has completely dried out and weather is conducive to turf establishment, crews will regrade the area and seed it. It is expected that this work will significantly improve the ability of these fields to respond to rain events and increase the speed at which the fields return to playable condition.

- Crews have also been focused on preparing the other school athletic facilities for spring sports. Some of this work includes completing installation of the new batting cage at the High School, installing netting and wind shields on the High School tennis courts, aerating fertilizing and seeding the Middle School Fields and preparing and raking the baseball infields, and line painting . The crews have also been busy at Sears Park installing docks and for the Town and for the rowing clubs that practice on the lake. In the weeks to come more fields will be aerated, fertilized and seeded to prepare for the upcoming sports seasons.

Recreation

- Sears Park passes for vehicles and boats for the 2024 season are now available at the Parks and Recreation office and the Library. Included with each boat pass is information regarding invasive species and how to prevent introducing them to Lake Pocotopaug. This is part of an ongoing effort collaborating with the Conservation and Lake Commission to educate boaters about lake health.
- Registration is open for the Annual Golf Tournament held at Blackledge Country Club on Thursday, May 16. The Department is actively seeking local sponsors now. For registration and sponsorship information, interested parties are encouraged to visit the Department website at www.easthamptonrec.com. This event raises funds for the Seamster Park Playground as well as the Jeffrey Leith Memorial Scholarship fund which is awarded each year to East Hampton resident scholar athletes who show dedication to learning and leadership and who plan to further their education after high school or who plan to enter Military Service. Interested applicants can seek information and apply through the High School Guidance Department. The deadline for applications is May 1.
- On March 11, Sheri Yorker was promoted to Program Coordinator for the Recreation Department after interviewing both internal and external candidates. Her former position of Program Leader is being filled and the Town is accepting applications for that position. It is anticipated that the position will be filled prior to summer programming.
- The Department is also accepting applications for various seasonal positions at Sears Park and for summer camps. Those interested should apply before March 31.

Social Services

- The Prevention Coordinator completed the budget and application for the fifth year of the DFC grant that supports youth alcohol and drug use prevention programming in the community. This grant operates during a federal fiscal year, so this grant period extends

through September 2025. In the future, focus of the prevention program will also include long term funding of these activities as the outside federal grant funds are reduced.

- The East Hampton Prevention Partnership (EHPP) is partnering with the high school to hold a Wellness Day for students on Thursday, April 18. Students will start the morning off with a speaker, followed by group activities around health and wellness. Students will also attend a wellness fair with organizations from the community.
- In partnership with East Hampton Police Department, EHPP is holding Drug Take Back Day on Saturday, April 27 from 10am to 2pm at the Town Hall. People may drop off unused or expired prescription patches and medications, unneeded or expired over the counter medications, vitamins, and samples, as well as pet medications for safe disposal.

Town Manager/Other

- The Town's water system engineer completed the drone survey of the potential area of the future water system this week. The engineer will be compiling and analyzing the data as it continues its preliminary design work.
- The newly formed Water System Committee will be meeting on Thursday, March 28 beginning at 5:30pm in the Town Hall. The committee will be acting in an advisory capacity to the Town Council and is charged with overseeing water system development efforts in the community, communication with the community and residents regarding development and expansion of the water system, including explaining the system plans and benefits to the community, undertaking community engagement efforts to understand community sentiment, engaging the public regarding potential financing of any potential project and regularly communicating with the Town Council.
- The Board of Finance completed its meetings with the various Town departments related to the general government and education budget for Fiscal Year 2025. The Board will begin meeting on Wednesday, March 27 at 6:30pm to undertake its deliberations on its recommended budget. Interested parties are encouraged to visit the Town's website under the Finance Department at <https://www.easthamptonct.gov/finance/pages/2024-2025-budget> to access the budget drafts and other information about the budget.

DC

cc: Management Staff