TO: Paul Sagarino – Town Administrator  
FROM: John G. Sanchez – Director of Public Works  
DATE: June 19, 2020  
SUBJECT: Proposed Outdoor Watering Restrictions  

Step 1: Mandatory Outdoor Watering Restriction 2 days a week  
Watering Limited to Tuesdays and Saturdays  

Due to the dry conditions the town is experiencing compounded by an increase in residential water use during the pandemic, we have seen a dramatic unsustainable increase in the water demand. Just a few weeks ago in April, the demand was below 2 million gallons per day. As of June 17, 2020 the water demand is at 4.56 million gallons (higher than the maximum daily demand for 2019). The two treatment facilities are working at full capacity even though most of the town commercial properties remain at low or no occupancy at this point.

I am recommending that a 1st Step water conservation in accordance with the March 27, 2017 Board of Selectmen policy be approved effective Monday June 22, 2020 such that all non-essential outdoor water use be limited to:

- Tuesdays and Saturdays  
- No watering from 9 AM to 5 PM

Outdoor Watering Restrictions consists of:

- Irrigation of lawns via sprinklers or automatic irrigation systems  
- Washing of exterior building surfaces, parking lots, driveways or sidewalks, except as necessary to apply surface treatments such as paint, preservatives, stucco, pavement or cement.

The following uses may be allowed during the watering ban:

- Irrigation to establish a new lawn and new plantings during the months of September and October (by written authorization by the Department of Public Works and no irrigation between 9 a.m. and 5 p.m.)  
- Irrigation of public parks and recreational fields by means of automated sprinklers  
- Irrigation of gardens, flowers, and ornamental plantings by means of a hand-held hose only.  
- Car washing, and filling of pools.  
- To meet core functions of a business or commercial activity

Penalties:  
According to the Town Bylaws Section 5.4 the Town, through its Board of Selectmen, may declare a State of Water Conservation. Section 5.9 states the Penalties for violating the Water Restriction are:

- Any person violating shall be issued a warning for the first violation, shall be liable to the Town in the amount of $50 for the second violation, and $100 for each subsequent violation thereafter.  
- These fines are non-criminal disposition.