

**Office of the Town Manager**  
***Town of East Hampton***  
***Connecticut***

Michael Maniscalco, MPA  
Town Manager

Town Council  
Susan B. Weintraub, Chairperson  
Glenn S. Suprono, Vice Chairman  
Kyle R. Dostaler  
Ted Hintz, Jr.  
Derek M. Johnson  
Barbara W. Moore  
George Pfaffenbach

July 24, 2012

Secretary Benjamin Barnes  
Office of Policy & Management  
450 Capitol Avenue  
Hartford, CT 06106

Dear Mr. Barnes:

As the legislative body of the Town of East Hampton, the Town Council, we are pleased to support the Town's first STEAP grant regional co-application with the Colchester/East Hampton Water Pollution Control Authority/Joint Facilities.

We urge your consideration of this first application that will improve the efficiency of the treatment process by lowering transportation costs, enhance the environment by producing a "drier" sludge that will use less energy to process and benefit all communities served by the wastewater treatment plant by minimizing sewage treatment costs.

We thank you for your anticipated assistance and support in this process and look forward to hearing from you.

Respectfully,

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Susan Weintraub, Chairperson

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Glenn Suprono, Vice Chairman

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Kyle Dostaler

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Ted Hintz, Jr.

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Derek Johnson

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Barbara Moore

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George Pfaffenbach



How will completion of this project impact and benefit the community? Please include any projected economic impact and job creation or retention estimates. *If necessary, attach response in a separate document.*)

*This project will improve the efficiency of the treatment process by lowering transportation costs, enhance the environment by producing a "drier" sludge that will use less energy to process and benefit all communities served by the wastewater treatment plant by minimizing sewage treatment costs.*

Please indicate the approximate number of jobs this project will create or sustain.

*During construction we anticipate 15-25 full time employees will be employed for a period of approximately 180 days. Once completed and the new dewatering unit is on line no new jobs will be created as the current staffing level at the plant of 10 fulltime & 1 part time will remain the same.*

What, if any, planning or design work has begun or been completed on this project?

*All planning and design has been completed. This project went to bid in December of 2011 the results of the bidding exceeded the Joint Facilities funding limits and the project was not awarded.*

Is the proposed project consistent with the State Conservation and Development Policies Plan? (Plan detail is available at: [www.ct.gov/opm/cdplan](http://www.ct.gov/opm/cdplan).)

YES

Will the project require the conversion of lands currently in agricultural use to non-agricultural use? Does the project area contain prime or important agricultural soils that are greater than 25 acres in area?

NO

Describe the environmental and social impacts of the proposed project. For example, impacts related to traffic, floodplains, natural resources/wetlands, endangered species, archeological resources, historical structures, neighborhoods, utilities, etc. *(If necessary, attach response in a separate document.)*

*The scope of the work requires the entire project to be completed within the current footprint of the existing dewatering building. There will be no impacts related to traffic, floodplains, natural resources/wetlands, endangered species, archeological resources, historical structures, neighborhoods, utilities, etc*

Is this project a phase of a larger plan? If yes, please attach additional information regarding the overarching, long-term plan.

*YES, the 2006 Wastewater Facilities Plan submitted to the Dept. of Environmental Protection (now DEEP) pursuant to statute 22a-428 of the RCSA for the Joint Facilities*



Of the funding sources listed above, have all funds been secured to date? If all project funds have not been raised or secured, what is the anticipated source and timeline for remaining funds? If applicable, note any plans to apply for future STEAP funds for this project.

Internally generated funds of the Colchester – East Hampton Joint Facilities (Capital Funding) has been authorized for this project and remains committed.

*Please detail, what funds, if any; have been expended to date for this project?*

Project design, plans and specifications, final contract documents and bidding services have been provided by Camp Dresser & McKee, Inc in the amount of \$159,000.00. All funding has been provided for by the Joint Facilities.

Will this project move forward if the requested STEAP funds are not awarded or are awarded in part? Please explain.

No, the nature of the project requires a full STEAP commitment to both The Town of Colchester and the Town of East Hampton in order that the Joint Facilities may proceed.

**Attach the following material:**

1. Site location map **See attachment B**
2. Real estate appraisals (if land acquisition is proposed) **N/A**
3. Proposed project schedule **See attachment C**
4. Project cost estimates supporting the request for funding (if available) **See attachment D**
5. List of necessary local, state, and federal permits and approvals required for the project and the status of each **See attachment E**
6. Environmental site assessments (if applicable) **N/A**
7. Any town resolutions in support of the project **See attachment F**

**Please forward the items requested above with your application for STEAP assistance to:**

Benjamin Barnes, Secretary  
Attention: Meagan Cowell  
Office of Policy and Management  
Budget and Financial Management Division  
450 Capitol Avenue  
Hartford, Connecticut 06106

**This page must be read and signed by the chief executive official of the municipality in order for the municipality/ project to be considered for STEAP funding.**

My signature below, as First Selectman, Mayor or Town Manager of the Town of East Hampton , indicates acceptance of the following and further certifies that:

1. I will comply with any grant terms and conditions required by the administering agency;
2. I understand that should this grant application be approved I will be required to sign an assistance agreement with the assigned administering agency delineating the terms and conditions of this grant;
3. I understand that various permits may be required by the administering agency as required by either the Connecticut General Statutes or Connecticut regulations;
4. I understand that funding associated with this grant application is one-time in nature and that there is no obligation for additional funding from the Office of Policy and Management or the State of Connecticut;
5. I understand that if this project warrants a Connecticut Environmental Policy Act (CEPA) review pursuant to Sections 22a-1 through 22a-1 h of the Connecticut General Statutes that I will comply with such an environmental assessment. Further, if a CEPA is required, I understand that there are costs associated with such a review and that the municipality is in a position to continue with the proposed project despite this cost;
6. I understand that this application will be examined by the Intergovernmental Policy Division of the Office of Policy and Management for consistency with the State Plan of Conservation and Development and that I may be contacted if additional information is required for that review; and
7. I understand that projects which convert twenty-five or more acres of prime farmland to a nonagricultural use will be reviewed by the Commissioner of Agriculture, in accordance with Section 22-6 of the General Statutes.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

***Town of East Hampton***  
**Water Pollution Control Authority**  
**P.O. Box 218, 20 Gildersleeve Drive**  
**East Hampton, Connecticut 06424-0218**  
**Telephone (860) 267-2536, Fax (860) 267-9913**

ATTACHMENT A  
PROJECT DESCRIPTION

**Town of East Hampton 2013 STEAP Grant Application**  
**Project Description – Sludge Thickener Improvements at the**  
**Wastewater Treatment Facility**

In 1978, an Inter-Municipal Agreement between the Towns of East Hampton and Colchester (commissioned in 1982 as the Joint Facilities) permitted the construction and operation of the Colchester - East Hampton Wastewater Treatment Facility. Following several years of design work and negotiations for State and Federal funding, construction of the facilities located at 20 Gildersleeve Drive began in 1980 and was completed in 1982. This regional wastewater treatment facility serves portions of the Towns of East Hampton, Colchester, Marlborough, Hebron and soon the Town of Lebanon. Since going on-line this system has faithfully accommodated the needs of the participating communities.

The treatment process utilizes an activated sludge system to remove approximately 90% of the major pollutants before discharging effluent to the Connecticut River. In 2002 the removal of nitrogen was begun as part of the Long Island Sound Nutrient Reduction Program upgrading the plant's classification to a Class IV Wastewater treatment facility.

The basic components of the wastewater treatment plant have remained the same since the inception of the plant:

- 1) collect sewage from various towns for processing at a central location
- 2) bar screens to remove large objects that could damage downstream equipment
- 3) grit collection where solids settle and are separated from lighter organic matter
- 4) settling tanks to produce sludge, further separation of organic matter and removal of nitrogen
- 5) remove excess water from the collected sewer sludge
- 6) disinfect effluent for release to the Connecticut River and
- 7) transport dewatered sewage sludge to acceptable use/disposal site

This multi-town request for STEAP funding centers around step 5, the replacement of the Dissolved Air Floatation (DAF) thickener with a Rotary Drum Thickener (RDT) to remove the excess water from the solids collected. The removal of excess water from sewage sludge is necessary to minimize costs involved with the transportation of the final sludge product.

The existing DAF is original to the facility (circa 1982), is beyond its design service life, and certain parts are no longer supported by the manufacturer (Komline Sanderson). Multiple structural and mechanical failures have caused problems in the past; the latest of which required custom fabrication of parts. A lack of redundancy has complicated past breakdowns and made immediate repairs critical to continued operations at the plant.

The DAF system utilizes a floatation system using air and polymer to float solids to the top of the tank, where a scrapper blade removes the floatable solids. The RDT system utilizes centrifugal force to remove excess water from the sewage sludge by a spinning drum. Centrifugal force is a more effective means of performing this process. In the case of sewage treatment, the removal of water impacts the costs/savings for sewage treatment for the 5 town region.

The scope of this project involves the complete replacement of the DAF with a RDT. Several safety improvements will be included as well as new ventilation and electrical controls.

The project was designed by Camp Dresser & McKee, Inc. (CDM) Consulting Engineers and is included in the 2006 Wastewater Facilities Plan submitted to the Connecticut Department of Environmental Protection (now DEEP) for the Colchester – East Hampton Joint Facilities. The estimated budget for the work was \$800,000.00. The original proposed method of funding the project was to utilize internally generated funds of the Joint Facilities over a two year fiscal period.

The project plans, specifications and contract documents were completed and placed out to bid for construction in December of 2011. The tabulation of the 8 contractor's bids ranged from \$1,025,000 to \$1,337,000. This exceeded the budget for the project without accounting for a contingency or construction engineering/inspection costs being included. At the February 2012 meeting of the Joint Facilities, there was no choice but to reject all bids submitted due to lack of sufficient funding for the project.

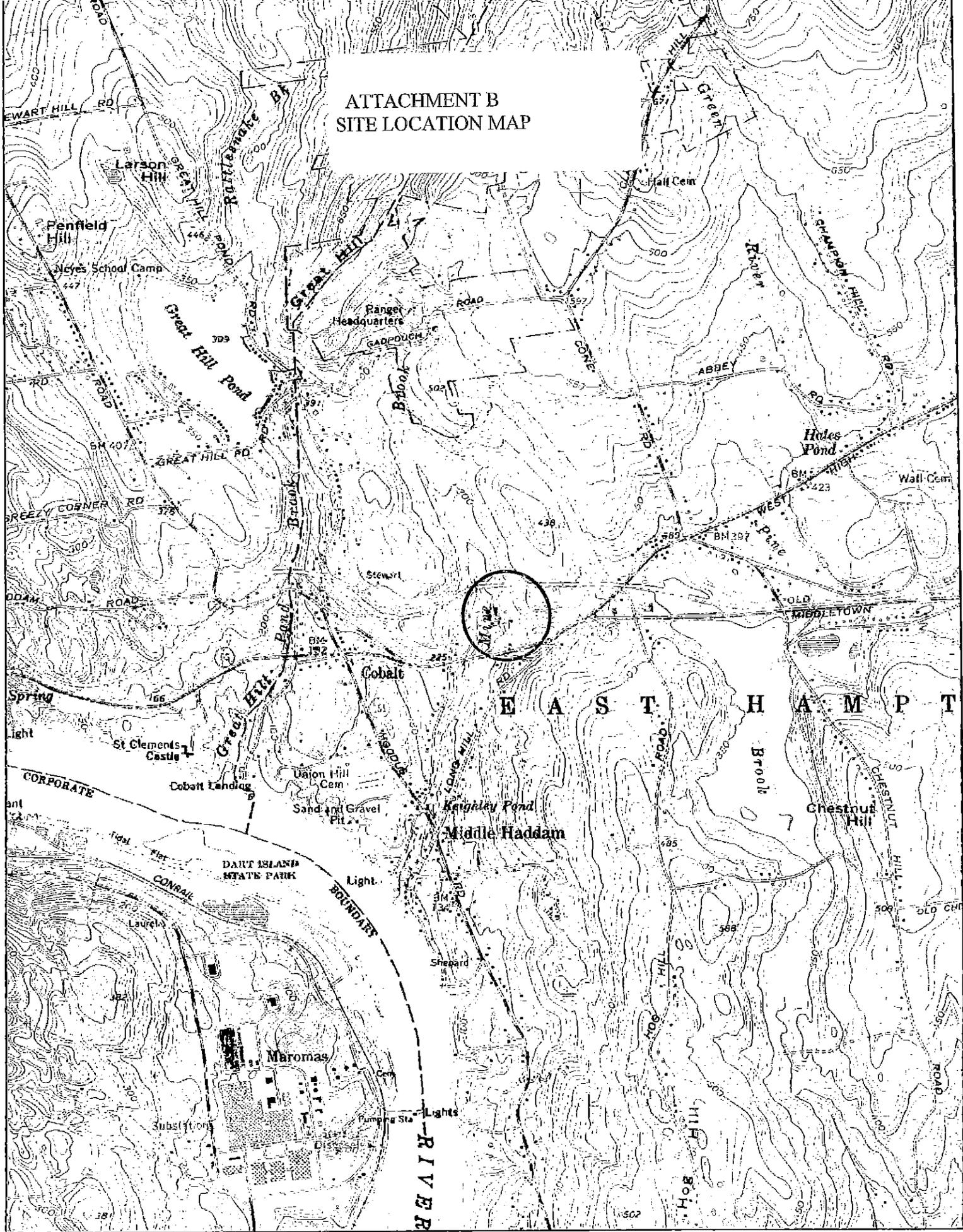
At a subsequent meeting of the Joint Facilities Committee the members requested that STEAP funding be pursued. The members unanimously recommended that the East Hampton's Water Pollution Control Authority and Colchester's Sewer and Water Commission request each town's executive body (Town of East Hampton Town Council and Town of Colchester Board of Selectmen) to include this project in their FY 2013 STEAP Grant application.

STEAP Grant Applications are limited to \$500,000.00 per Town. Neither Town is requesting that full amount; each Town is requesting \$250,000.00 for a total of \$500,000.00. This funding, if granted, when included with the all ready committed Joint Facilities internally generated funds (\$800,000.00) will allow the Joint Facilities to proceed with a project that will improve the efficiency of the treatment process, enhance our environment and benefit all communities served by the plant.

The Water Pollution Control Authority of the Town of East Hampton respectfully requests the Town Council of the Town of East Hampton to include \$250,000.00 in their FY 2013 STEAP Grant application for Sludge Thickener Improvements at the Wastewater Treatment Facility.

The Colchester Sewer and Water Commission will also be requesting a similar STEAP Grant, (\$250,000.00) for this project from their Board of Selectmen. Their timeline to present this request is the Sewer and Water Commission on June 13, 2012 and upon approval before their Town Board of Selectman on June 21, 2012.

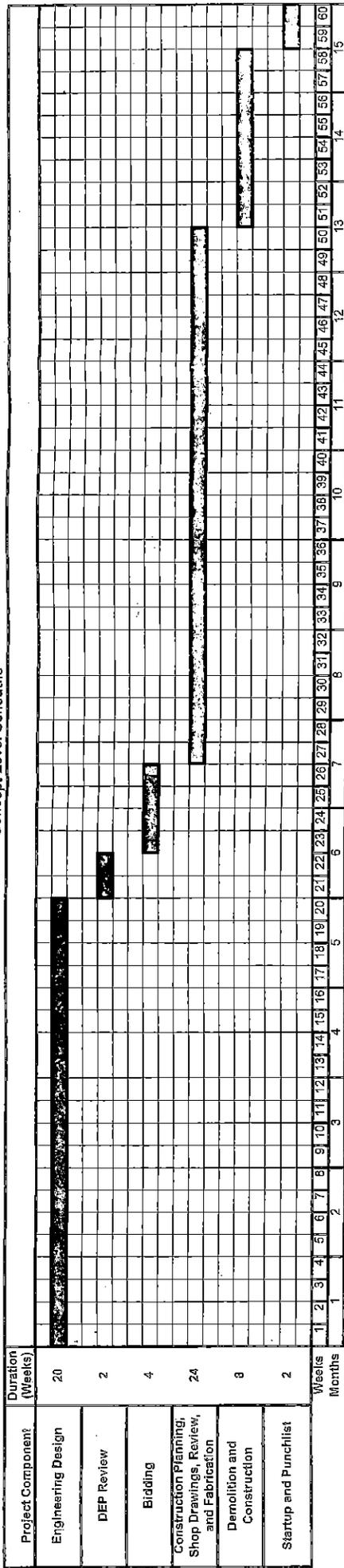
ATTACHMENT B  
SITE LOCATION MAP



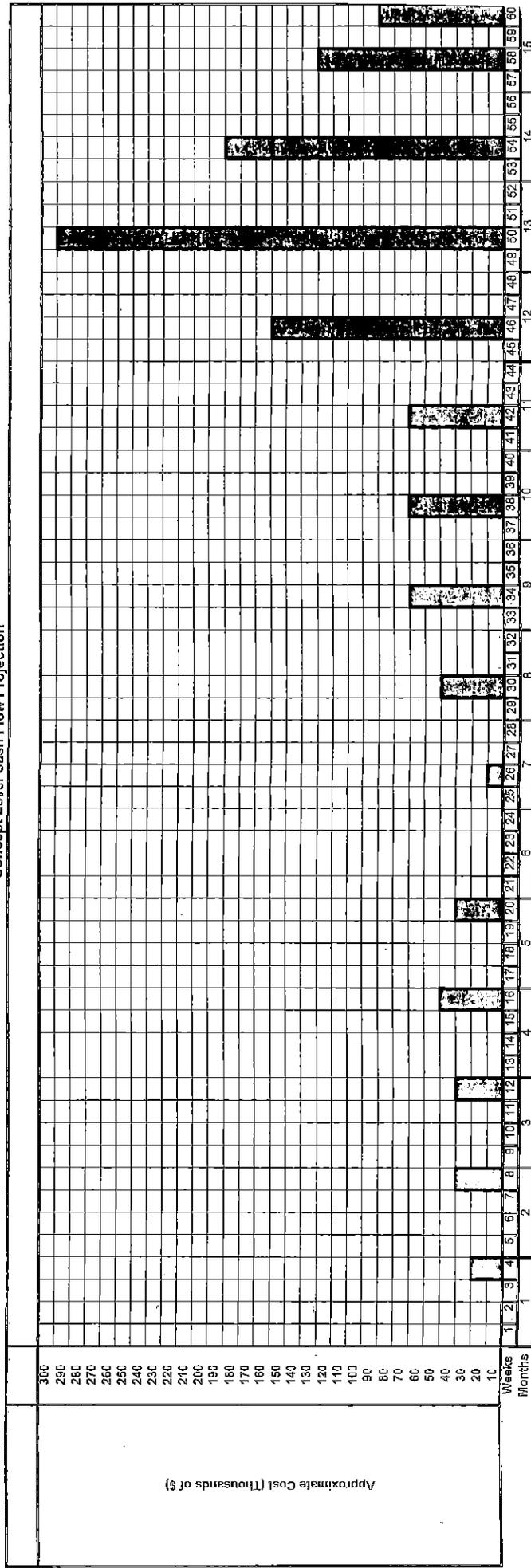
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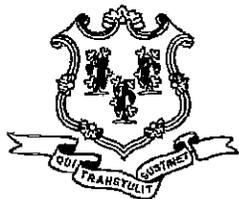
ATTACHEMNT D  
SPECIFICATIONS & DRAWINGS

Contract  
Wchester - East Hampton  
Judge Thibault  
1-69



Concept Level Cash Flow Projection





**STATE OF CONNECTICUT  
DEPARTMENT OF ENVIRONMENTAL PROTECTION**



**APPROVAL OF PLANS AND SPECIFICATIONS**

November 8, 2011

Vincent F. Susco, Jr.  
Public Utilities Administrator  
East Hampton Water Pollution Control Authority  
20 Gildersleeve Drive  
P.O. Box 218  
East Hampton, CT 06424-0218

**ATTACHEMENT E  
DEP APPROVAL**

**RE: WPCF Sludge Thickener Improvements  
Contract No. 11-XX**

Dear Mr. Susco:

The East Hampton Water Pollution Control Authority is hereby authorized to furnish, install, place in operation the sludge thickening improvements as shown on the October 2011 drawings and in the Project Manual prepared by CDM and filed with this Department on November 2, 2011. These facilities are to be constructed for the conveyance of municipal wastewater to the East Hampton water pollution control facility, where it will be treated and discharged to the Connecticut River.

The plans and specifications are hereby approved in accordance with Section 22a-416 of the Connecticut General Statutes. This Department shall be notified immediately after completion of this project that the wastewater conveyance facilities hereby approved have been constructed in accordance with the plans submitted. In this notification, all sewer lines shall be certified as not exceeding 100 gallons per inch of pipe diameter per mile per day of infiltration.

This approval is not the permit which may be required for all or portions of the proposed construction under the provisions of the Inland Wetlands and Watercourses Act or the Tidal Wetlands Act (Sections 22a-28 to 45, inclusive, of the Connecticut General Statutes, as amended) and does not relieve you of the obligation to obtain any other authorizations as may be required by Federal, State, or Local laws or regulations.

If you have any questions regarding this matter, please contact Ann A. Straut-Esden at (860) 424-3137.

Sincerely,

Betsy Wingfield  
Bureau Chief  
Bureau of Water Protection and Land Reuse

cc: D. Chris Wagner, CDM

ATTACHEMENT F  
RESOLUTIONS

**Town of East Hampton – Town of Colchester  
Joint Facilities Committee  
Regular Meeting Minutes  
November 15, 2011**

The Regular Meeting of the Town of East Hampton – Town of Colchester Joint Facilities Committee was held at 5:00 P.M. on Tuesday, November 15, 2011 at the Wastewater Treatment Plant. The following members were in attendance:

David Kelsey, Vice-Chairman                      Dag Lindland  
Richard LeMay

Mark Barmasse, Thomas Tripodi and Robert Jones were not in attendance. Also attending were Vincent F. Susco Jr., Public Utilities Administrator, Scott Clayton, Superintendent, James Paggioli, Public Works Director for the Town of Colchester and Craig Wagner from Camp Dresser and McKee, Inc.

**Call to Order**

Mr. Kelsey called the meeting to order at 5:00 P.M and appointed Mr. Susco as Recording Secretary for these proceedings.

**➔ Presentation of Sludge Thickener Improvements**

Mr. Wagner was introduced to present an update of CDM's work on the replacement of the Dissolved Air Floatation thickener.

Mr. Wagner began by responding to electrical rebate questions posed by the members at the last meeting. He explained the nature of the project limited the amount of the rebates however, CDM will assist in obtaining any and all that are available.

The project has reached the 90% completion point and is ready to proceed to the bid phase. Mr. Wagner presented a timeline for proceeding:

- Advertise the project in Hartford Courant on Thursday, December 1st
- Mandatory pre-bid meeting at 10:00 AM on Thursday, December 8th
- Last day for questions on Tuesday, December 20th
- Addendum distributed on Thursday, December 22nd
- Open bids on Thursday, January 5th, 2012
- Discussion and possible recommendation of award at the Joint Facilities meeting of January 17, 2012

Mr. Susco provided an estimated balance for the J/F Capital Fund. He explained the balance is insufficient to meet the estimated cost presented by CDM. He recommended however, the project go out for bid explaining the final decision on the scope of construction will be made after bids have been received and reviewed. He reminded the members that a final cost for the project must include construction services to be provided for by CDM and cannot place the financial integrity of the Joint Facilities in jeopardy.

A short discussion followed regarding the likelihood of the project moving forward to completion. Management indicated the condition of the DAF has not improved

since undertaking this project and that bidding the project is the appropriate action to take at this time. The following resolution moved by Mr. LeMay, seconded by Mr. Lindland was unanimously approved:

➡ **RESOLUTION:** The Joint Facilities hereby authorizes management to instruct Camp Dresser and McKee, Inc. to finalize the design and prepare bid packages for the replacement of the Dissolved Air Floatation thickener with Rotary Drum thickener technology.

Mr. Susco provided a financial update of the work completed by CDM to date. As of November 1, 2011 slightly over \$92,000.00 had been billed and paid out of the original \$159,000.00 purchase order. Mr. Susco requested CDM to provide an estimate of final expenses up to and including tabulation of the bid documents.

#### **Approval of Minutes**

Mr. Lindland called for the approval of September 20, 2011 Regular Meeting minutes. Upon motion by Mr. Lindland, seconded by Mr. LeMay the minutes of the Regular Meeting were approved 3 - 0.

#### **Report of Operations**

Mr. Kelsey called upon Superintendent, Scott Clayton, to present the September and October Report of Operations which have been made part of these minutes.

During the month of September the plant operated within parameters. The month roared in with Tropical Storm *Irene* which left little time to perform maintenance other than that of an emergency nature. A spot inspection by Hartford Steam Boiler, the Town's Building & Machinery Carrier, resulted in two recommendations which were not considered serious. As time allowed, routine maintenance proceeded in several areas of the plant.

In October the plant operated within parameters. The month roared out with the Autumnal Nor'easter *Alfred* but unlike *Irene* there was sufficient time to perform maintenance. All generators were serviced and fueled, repairs were made to the Princess Pocotopaug Lift Station in East Hampton and repairs to the contact tanks and transfer pump #2 were completed.

The fourth and last pump along with a new VFD was installed at MAPS completing a project begun over five years ago. In preparation for winter the plant's chlorination system and the siphon located on Route 16 were taken off-line. All field personal attended the "Defensive Driving" course offered by the Hartford Insurance Company. Mr. Clayton thanked the board for allowing him to attend the annual WEFTEC conference in California. The opportunity to network with colleagues was much appreciated and spending time at the world's largest technical and equipment trade show certainly was eye opening. The "lifestyle" however did not leave him "*California Dreaming*".

**Town of East Hampton – Town of Colchester  
Joint Facilities Committee  
Regular Meeting Minutes  
January 17, 2012**

The Regular Meeting of the Town of East Hampton – Town of Colchester Joint Facilities Committee was held at 5:00 P.M. on Tuesday, January 17, 2012 at the Wastewater Treatment Plant. The following members were attendance:

Mark Barmasse, Chairman	Robert Jones
David Kelsey	Richard LeMay
Dag Lindland (arrived 5:07PM)	Thomas Tripodi

Also attending were Vincent F. Susco Jr., Public Utilities Administrator, Scott Clayton, Superintendent, James Paggioli, Public Works Director for the Town of Colchester and Craig Wagner from Camp Dresser and McKee, Inc.

**Call to Order**

Mr. Barmasse called the meeting to order at 5:00 P.M and appointed Mr. Susco as Recording Secretary for these proceedings.

**➔ Presentation of Sludge Thickener Improvements**

Mr. Wagner was introduced to present the results of the January 5, 2012 bids for replacement of the Dissolved Air Flootation thickener. He distributed and explained the bid tabulation attached to these minutes for the project indicating eight (8) companies' submitted bids ranging from \$1,025,000.00 to \$1,337,000.00. He indicated CDM was disappointed that the bids were not lower expecting that the economy would have had a greater role. All bids were reviewed for completeness and the reference checks for the apparent low bidder; Weston & Sampson, CMR, Inc. was completed. CDM recommended the award of the "Base Bid" for the purchase and installation of one RDT go to Weston & Sampson, CMR based upon the results of the reference checks, size of the firm and the company having the lowest responsive and responsible bid.

Mr. Susco opened the discussion on the financing the project. He indicated the total cost of the must include a contingency and construction engineering services. Mr. Wagner offered these two items have been estimated to be \$120,000.00 for construction services and \$50,000.00 for a contingency. The total cost of the project was established at \$1,200,000.00. Mr. Susco indicated this project cannot move forward as the costs exceed the internally generated funds held in the Capital Fund by approximately \$400,000.00.

Management presented nine options to the members for discussion. A lengthy discussion followed of every option. Management indicated that the bids for this project will be valid for 90 days and that time was available to pursue alternative funding options. The members concluded that several options should be investigated further. Action on the award of Contract #11-69 *Sludge Thickener Improvements* was tabled due to project cost exceeding funding limitations.

Management was requested to obtain additional information on STEAP Grants, Town Bonding and use of the Towns' *Beneficial Assessment* account under Chapter 103 section 7-249 of the RCSA.

Mr. Wagner left the meeting at 6:01PM

**Town of East Hampton – Town of Colchester  
Joint Facilities Committee  
Regular Meeting Minutes  
February 21, 2012**

The Regular Meeting of the Town of East Hampton – Town of Colchester Joint Facilities Committee was held at 5:00 P.M. on Tuesday, February 21, 2012 at the Wastewater Treatment Plant. The following members were attendance:

Mark Barmasse, Chairman                      Robert Jones  
Thomas Tripodi

Richard LeMay, David Kelsey and Dag Lindland were not present. Also attending were Vincent F. Susco Jr., Public Utilities Administrator, Scott Clayton, Superintendent, James Paggioli, Public Works Director for the Town of Colchester and Craig Wagner from Camp Dresser and McKee, Inc.

**Call to Order**

Mr. Barmasse called the meeting to order at 5:00 P.M and appointed Mr. Susco as Recording Secretary for these proceedings.

**Approval of Minutes**

Mr. Barmasse called for the approval of the January 17, 2012 Regular Meeting minutes. Upon motion by Mr. Tripodi, seconded by Mr. Jones the minutes of the January 17, 2012 meeting were approved 3 - 0.

**Report of Operations**

Mr. Barmasse called upon Superintendent, Scott Clayton, to present the January Report of Operations which have been made part of these minutes.

During the month of January the plant operated within parameters and dewatering occurred for 12 days. During January the State DEEP wastewater certification test was offered and one employee took the exam. Management attended the NEWEA winter conference in Boston, Massachusetts.

Several maintenance issues were addressed during the period:

- Excessive noise being produced by the #1 Robushi blower for nitrogen removal resulted in staff taking the blower off line for a short period of time. The cause of the noise was determined to be faulty welds holding the directional vanes in the air tank. Discussions with the manufacture indicated new vanes were no longer available and that operation of the blower would not be affected by the problem. The unit has been placed back on line.
- Preventative work on the sump pumps at the Colchester's Prospect Hill Pump Station was conducted as was jetting the main at Craigen Court
- Several water leaks at the new Lakeside unit were isolated to the rubber rinse line inside the unit. Management expressed strong concern to the supplier and manufacturer of the unit. At the present time no resolution has been presented.
- The recirculation pump at the DAF was replaced.

**Budget Status**

➔ Mr. Susco recapped the financing shortfall associated with replacing the Dissolved Air Flootation thickener under Contract #11-69 *Sludge Thickener Improvement* and presented additional information on the State of Connecticut STEAP Grants, Town of East Hampton Bonding and use of the Towns' *Beneficial Assessment* account under Chapter 103 section 7-249 of the Regulations of Connecticut State Agencies (RCSA).

Both the Town of East Hampton and Colchester are eligible for \$500,000.00 each under the State of Connecticut's "Small Town Economic Assistance Program (STEAP) managed through the Office of Policy and Management. STEAP funds are issued by the State Bond Commission and can only be used for capital projects. A joint project such as this would be shared equally between the towns and has a very high degree of being approved. We must point out each Town must evaluate the "need" for this project in conjunction with all other requests from Town departments towards their cap of \$500,000.00. We understand applications for STEAP will be available in the spring and be will awarded in the fall of the year.

Discussions with the East Hampton Finance Director, Jeff Jylkka indicated bonding this project either for the entire amount or only for the deficit amount is possible. The Town typically issues notes for all their capital projects at the beginning of the fiscal year. He has recommended combining our need for funding into the total amount to be issued as the most cost effective. By combining projects into one note issue this will spread out the issuance costs to all the projects thereby reducing the amount it would cost the J/F had we just gone out as a single project.

Finally, Bond Council for the Town of East Hampton was contacted to provide input on the use of the *Beneficial Assessment* accounts under Chapter 103 of the Regulations of State Agencies and Connecticut General Statutes.

Upon review by Attorney Douglas Gillette, of the firm Day Pitney, it was the opinion of council that we should not consider this account as a source of revenue for the project. Two factors contributed to this decision; *first*, even though the Connecticut General Statutes, particularly CGS Section 7-272 confer upon the Joint Facilities all of the same authority and responsibilities as that of a municipality the original debt incurred to build the wastewater system was not issued by the Joint Facilities but rather the Town of Colchester and East Hampton through their WPCA's. *Second*, CGS Section 7-267 is very specific as to how the revenue from the assessment of benefits must be kept.....*separate from other funds of the municipality* and shall be used ..... *for the sewerage system and for no other purpose*. Several members expressed doubts about this ruling and withheld a final opinion pending additional information from DEEP.

The members discussed at length each funding option and in particular the timing of each. As a result the following resolution moved by Mr. Tripodi, seconded by Mr. Jones was unanimously adopted.

➔ *RESOLVED:* that the Town of East Hampton – Town of Colchester Joint Facilities Committee does hereby reject all bids associated with Contract #11-69 *Sludge Thickener Improvement*.

Mr. Wagner was requested to notify all bidders that the project will not be awarded and return all bonds associated with the work. Management was requested to pursue all avenues of outside funding to secure funding in order that the project may move forward at some point in the future.

Mr. Susco presented transfers for the current fiscal year. The following resolution moved by Mr. Tripodi, seconded by Mr. Jones was unanimously adopted.

*RESOLVED:* that the Town of East Hampton – Town of Colchester Joint Facilities Committee authorizes management to transfer \$84,242.17 from the Joint Facilities Capital Budget (Fund 88, ORG 62580584) to the 2011-2012 Operating Account 62-58-0582 as follows:

- \$59,397.16 to 62-58-0582-5742 **Vehicles**, purchase of new F-450
- \$24,845.01 to 62-58-0582-5430 **Bldg & Equip Maint/Repair**, purchase of MAPS pump #4  
and *furthermore*, transfer \$72,200.00 from 62-58-0582-5980 **Res for Capital** to the Joint Facilities Capital Budget (Fund 88, ORG 62580584)

Mr. Susco presented the proposed Joint Facilities Operating Budget for the July 1, 2012 fiscal year, a copy of which had been distributed in the meeting materials. Mr. Susco itemized the following changes:

- Line item #5110 Full Time Salaries reduced (\$1,298.00) per direction of Board
- Total amount of budget to be approved \$1,731,332.00.
- Revised Appendix B, Flow Readings, showing 5-year flow history
- Revised Appendix E, Fund Balance Analysis
- Revised Appendix F, Revenue Budget - Option #1 status quo
- Revised Appendix F, Revenue Budget Option #2 first two years of five year flow averaging

The members discussed at length modifying ARTICLE IV of the Inter-municipal Agreement "PAYMENT AND SHARING OF OPERATION AND MAINTENANCE COSTS" to allow for an equalizing factor as a result of significant weather events. The members determined no change was warranted at this time and the following resolution moved by Mr. Tripodi, seconded by Mr. Jones was unanimously adopted.

*RESOLVED:* That the 2012/13 Town of East Hampton – Town of Colchester Joint Facilities Operating Budget is hereby approved and adopted as presented by management and made part of these minutes.

**Office of the Town Manager**  
***Town of East Hampton***  
***Connecticut***

Michael Maniscalco, MPA  
Town Manager

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July 24, 2012

Secretary Benjamin Barnes  
Office of Policy & Management  
450 Capitol Avenue  
Hartford, CT 06106

Dear Mr. Barnes:

As the legislative body of the Town of East Hampton, the Town Council, we are pleased to support the Town's fourth STEAP grant application.

We urge your consideration of this fourth application that will allow the installation of a new roof for the 42,000 square foot building which houses Epoch Arts. The roof replacement will provide further utilization of the building for expanded youth programming. Epoch Arts is a constructive outlet for youth via the arts. They help to combat the negative results of idle time such as drugs, alcohol, vandalism and burglary by encouraging productivity, communication, teamwork and cooperation. The roof replacement will afford them a safer and more useable facility to continue their community work.

We thank you for your anticipated assistance and support in this process and look forward to hearing from you.

Respectfully,

\_\_\_\_\_  
Susan Weintraub, Chairperson

\_\_\_\_\_  
Glenn Suprono, Vice Chairman

\_\_\_\_\_  
Kyle Dostaler

\_\_\_\_\_  
Ted Hintz, Jr.

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Derek Johnson

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Barbara Moore

\_\_\_\_\_  
George Pfaffenbach

# STEAP Application (DRAFT)

Please complete one application for each project and also indicate the priority order of all projects submitted. Please submit two copies of the complete application package. Applications should be typed and are available at [www.ct.gov/opm](http://www.ct.gov/opm). Please contact Meagan Cowell ([Meagan.Cowell@ct.gov](mailto:Meagan.Cowell@ct.gov) or 860-418-6381) or Steven Kitowicz ([Steven.Kitowicz@ct.gov](mailto:Steven.Kitowicz@ct.gov) or 860-418-6409) with questions. When necessary, attach response in separate document.

**APPLICANT TOWN** Town of East Hampton

**TOWN ADDRESS** 20 East High Street

**PROJECT ADDRESS** 29 Skinner Street; East Hampton, CT

**REQUESTED FY 2013 STEAP FUNDING** \$223,988.00

**TOWN CONTACTS** Ruth G. Plummer, Director of Parks & Recreation Department, [ruthp@easthamptonct.org](mailto:ruthp@easthamptonct.org), 860-267-7300, ext.203

name \_\_\_\_\_

name \_\_\_\_\_

Provide a description of the project which includes the purpose of the project. Please be clear as to whether the funds you are requesting are for design, planning, site acquisition or construction. Please be as comprehensive as possible in the description of this project. (If necessary, attach response in a separate document.) \*Note: only capital projects will be considered.

Installation of new roof for 42,000 square foot building which houses Epoch Arts (organization serving at-risk youth). Roof replacement will provide further utilization of the building for expanded youth programming.

**How will the completion of this project impact and benefit the community? Please include any projected economic impact and job creation or retention estimates. (If necessary, attach response in a separate document.)**

As Epoch Arts serves youth (grades K-12) and a more concentrated focus on the at-risk group (grades 6-12), only certain areas of their building are currently usable. Replacing the roof will enable expansion of current programming as well as increase their outreach to accommodate more youth and families. More operational space will permit an after-school program for youth including special needs students and additional home-school educational options. Influencing youth in this positive environment provides them with resources to navigate through difficult life issues, develop communication and teamwork skills, improve confidence, and ensures that they have a venue to spend their time constructively and safely. Epoch Arts works interactively with the Town's Youth and Family Services and the school guidance offices.

**Please indicate the approximate number of jobs this project will create or sustain.**

Approximately 28 roofer jobs will be created/sustained during an approximate 4-week job. Since the roof replacement will increase the serviceable square footage of the building, more programming/classes can be added and thus creating additional teacher jobs.

**What, if any, planning or design work has begun or been completed on this project?**

Not applicable unless the permitting process uncovers other requirements.

**Is the proposed project consistent with the State Conservation and Development Policies Plan? (Plan detail is available at: [www.ct.gov/opm/cdplan](http://www.ct.gov/opm/cdplan).)**

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**Will the project require the conversion of lands currently in agricultural use to non-agricultural use? Does the project area contain prime or important agricultural soils that are greater than 25 acres in area?**

No.

**Describe the environmental and social impacts of the proposed project. For example, impacts related to traffic, floodplains, natural resources/wetlands, endangered species, archeological resources, historical structures, neighborhoods, utilities, etc. (If necessary, attach response in a separate document.)**

Epoch Arts has already impacted the community by providing a constructive outlet for youth via the arts (film, music, theater, and art). Epoch Arts continues to combat the negative results of idle time (drugs, alcohol, vandalism, and burglary) by instead encouraging productivity, communication, teamwork, and cooperation. The roof replacement will afford them a safer and more usable facility to continue their community work.

**Is this project a phase of a larger plan? If yes, please attach additional information regarding the overarching, long-term plan.**

The 42,000 square foot building is a total restoration project of a Brownsfield site. The following work has already been completed: hazardous materials have been removed and/or contained in currently operational areas, restored water service to the building, secured doors, improved emergency egress, installed handicap entrance, new electrical work, repaired damaged floors, 8 window replacements, 10-20 repaired broken windows, and made repairs/patches to roof. The following are the renovations currently in process: new entrance, 2 new offices, new café space, new heated foyer, and new art room.

**Project Funding**

Please complete the following table detailing project funding sources. Examples of the other sources include: other state grants (please specify which), federal grants (please specify which), past STEAP awards (please specify fiscal year), etc. Under uses please indicate estimated costs including, but not limited to, professional services, acquisition, construction, renovation, contingency, etc.

<b>FUNDING SOURCES</b>	<b>TOTAL</b>
FY 2013 STEAP grant	223,988.00
Local (applicant) funds	
Other funds:	
<b>Total Project Cost</b>	
<b>Uses (Project Budget)</b>	
<b>Total Project Cost</b>	223,988.00

Of the funding sources listed above, have all funds been secured to date? If all project funds have not been raised or secured, what is the anticipated source and timeline for remaining funds? If applicable, note any plans to apply for future STEAP funds for this project.

Once the roof is replaced making other areas of the building usable, Epoch Arts will be seeking any additional grant funding possible to renovate these other areas.

Please detail what funds, if any, have been expended to date for this project?

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Will this project move forward if the requested STEAP funds are not awarded or are awarded in part? Please explain.

No. Currently Epoch Arts has no further funding that will enable them to perform this roof replacement.

**Attach the following material:**

1. Site location map
2. Real estate appraisals (if land acquisition is proposed)
3. Proposed project schedule
4. Project cost estimates supporting the request for funding (if available)
5. List of necessary local, state, and federal permits and approvals required for the project and the status of each
6. Environmental site assessments (if applicable)
7. Any town resolutions in support of the project

**Please forward the items requested above with your application for STEAP assistance to:**

Benjamin Barnes, Secretary  
Attention: Meagan Cowell  
Office of Policy and Management  
Budget and Financial Management Division  
450 Capitol Avenue  
Hartford, Connecticut 06106

**This page must be read and signed by the chief executive official of the municipality in order for the municipality/ project to be considered for STEAP funding.**

My signature below, as First Selectman, Mayor or Town Manager of the Town of \_\_\_\_\_, indicates acceptance of the following and further certifies that:

1. I will comply with any grant terms and conditions required by the administering agency;
2. I understand that should this grant application be approved I will be required to sign an assistance agreement with the assigned administering agency delineating the terms and conditions of this grant;
3. I understand that various permits may be required by the administering agency as required by either the Connecticut General Statutes or Connecticut regulations;
4. I understand that funding associated with this grant application is one-time in nature and that there is no obligation for additional funding from the Office of Policy and Management or the State of Connecticut;
5. I understand that if this project warrants a Connecticut Environmental Policy Act (CEPA) review pursuant to Sections 22a-1 through 22a-1h of the Connecticut General Statutes that I will comply with such an environmental assessment. Further, if a CEPA is required, I understand that there are costs associated with such a review and that the municipality is in a position to continue with the proposed project despite this cost;
6. I understand that this application will be examined by the Intergovernmental Policy Division of the Office of Policy and Management for consistency with the State Plan of Conservation and Development and that I may be contacted if additional information is required for that review; and
7. I understand that projects which convert twenty-five or more acres of prime farmland to a nonagricultural use will be reviewed by the Commissioner of Agriculture, in accordance with Section 22-6 of the General Statutes.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# ESTIMATED PROJECT SCHEDULE\*

## EPOCH ARTS BUILDING -- ROOF REPLACEMENT

(at 25 Skinner Street; East Hampton, CT 06424)

Total Grant Funds \$223,988

	MONTH #1				MONTH #2				MONTH #3			
	WEEK #1	WEEK #2	WEEK #3	WEEK #4	WEEK #5	WEEK #6	WEEK #7	WEEK #8	WEEK #9	WEEK #10	WEEK #11	WEEK #12
Roof Analysis	■	■										
Permit Process		■	■	■	■							
Reroof 3-Story Area						■	■	■	■			
Reroof Theater Area										■	■	
Reroof Loading Dock Area									■		■	

\*Project Schedule dependent upon Grant funding

# Town of East Hampton

## Search Results

**Location:** 025 SKINNER ST  
**Unit # :**  
**Account #:** R06568  
**M/B/L:** 02A/ 49 / 1 - 3  
**Type:** Commercial  
**PA490:** No  
**Zoning:** 1  
**Card/OfCard:** 1 / 1



### Valuation Summary

Item	Code	Appraised Value	Assessed Value
Building	3-2	517080	361960
Land	3-1	138750	97130
<b>TOTAL</b>		<b>655830</b>	<b>459090</b>

**Note: All assessments are based on revaluation year 2005**

### Owner Information

BROOKSIDE  
 INDUSTRIAL PARK  
 LLC

66 MEEKS POINT RD

**Volume:** 434

**Page:** 612

EAST HAMPTON, CT.  
 06424

**Recording Date:** 11/07/2005

### Sale History

**Sale Date**

**Sale Price**

No recent sale data.

### Land Valuation

**Total Acres:** 1.85

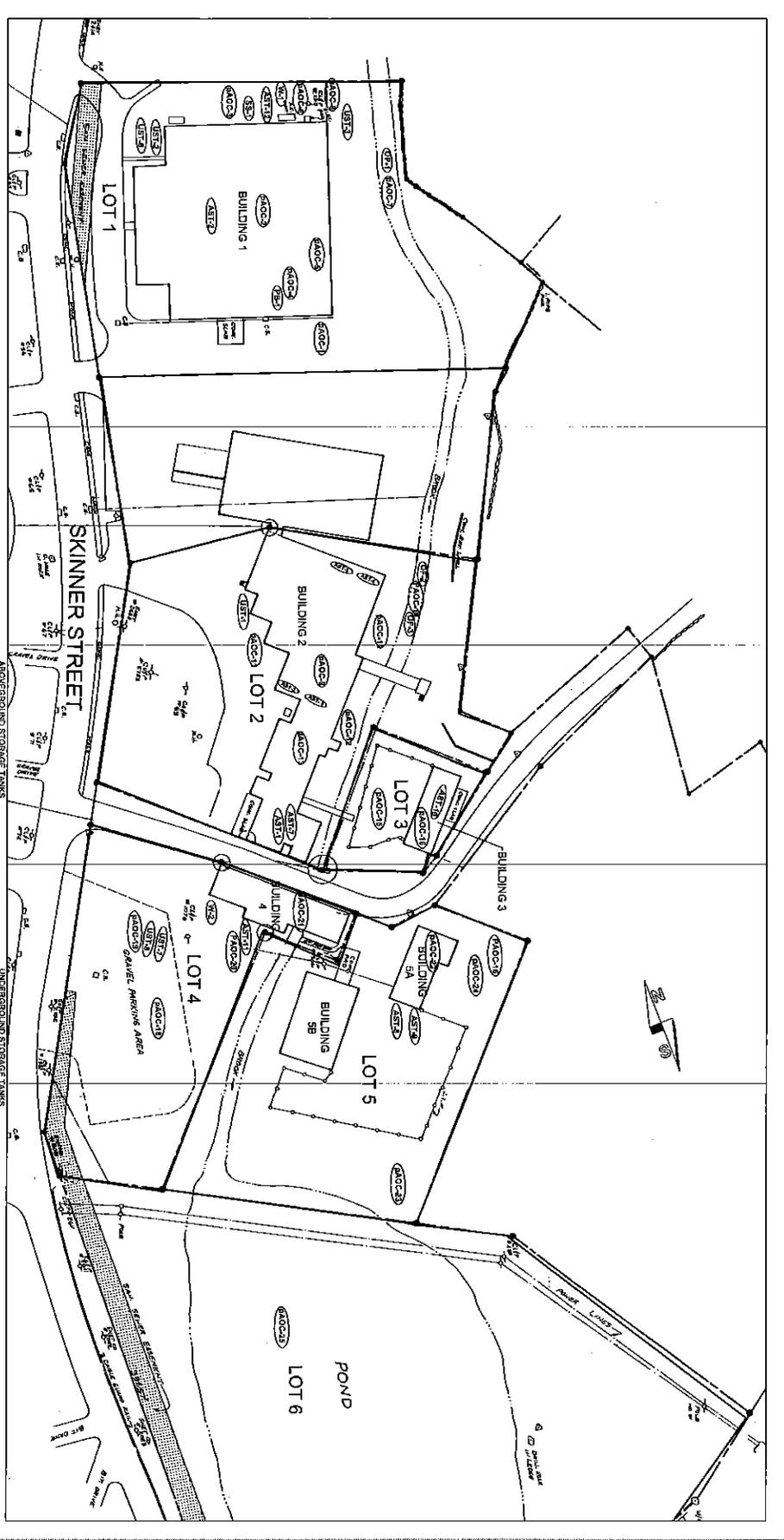


**Phase I ESA  
 Brookside  
 Industrial  
 Complex  
 SITE PLAN**

Town of East Hampton  
 East Hampton, Connecticut  
 January 2006

DATE: 12-15-05  
 DRAWN BY: GJC  
 CHECKED BY: GJC  
 APPROVED BY: GJC

FIGURE 2



**AGROGROUND STORAGE TANKS**

ID	Lot	Description	Year Installed
AST1	2	275-gallon heating oil	1984
AST2	1	275-gallon heating oil	Unknown
AST3	2	275-gallon heating oil	1984
AST4	2	275-gallon heating oil	1984
AST5	2	275-gallon heating oil	1984
AST6	2	275-gallon heating oil	1984
AST7	2	1,000-gallon heating oil	1984
AST8	5	300-gallon heating oil	Unknown
AST9	5	1,000-gallon heating oil	Unknown
AST10	5	275-gallon heating oil	Unknown
AST11	4	1,000-gallon heating oil	Unknown
AST12	1	galileo tank credit	Unknown
AST13	7	275-gallon heating oil	Unknown

**UNDERGROUND STORAGE TANKS**

ID	Lot	Description	Year Installed
UST1	2	1,000-gallon heating oil	1984
UST2	1	1,000-gallon heating oil	2000
UST3	1	1,000-gallon heating oil	Unknown
UST4	1	1,000-gallon heating oil	Unknown
UST5	1	1,000-gallon heating oil	Unknown
UST6	1	1,000-gallon heating oil	Unknown
UST7	1	1,000-gallon heating oil	Unknown
UST8	1	1,000-gallon heating oil	Unknown
UST9	1	1,000-gallon heating oil	Unknown
UST10	1	1,000-gallon heating oil	Unknown
UST11	1	1,000-gallon heating oil	Unknown
UST12	1	1,000-gallon heating oil	Unknown
UST13	1	1,000-gallon heating oil	Unknown
UST14	1	1,000-gallon heating oil	Unknown
UST15	1	1,000-gallon heating oil	Unknown
UST16	1	1,000-gallon heating oil	Unknown
UST17	1	1,000-gallon heating oil	Unknown
UST18	1	1,000-gallon heating oil	Unknown
UST19	1	1,000-gallon heating oil	Unknown
UST20	1	1,000-gallon heating oil	Unknown

**POTENTIAL AREAS OF CONCERN**

ID	Lot	Description	Year Installed
PA-1	1	Paint Booth location	Unknown
SS-1	1	Former septic system location	Unknown
W-1	1	Former well location for building on lot 1	Unknown
OP-1	1	Former facility well location	Unknown
OP-2	3	Outfall Pipe	Unknown
OP-3	3	Outfall Pipe	Unknown

**NOTE:**  
 BASE MAP PROVIDED BY J. BARTON PREPARED BY ROB HILLSTROM LAND SURVEYING DATE UNKNOWN.  
 FIELD LINE REPRESENTS APPROXIMATE PROPERTY BOUNDARIES.  
 LOT 6 IS NOT INCLUDED ON THE LAYOUT. THIS LOT IS LOCATED ON THE CORNER OF WALKWAY AND WALKWAY STREET. EAST HAMPTON, CONNECTICUT.  
 ONLY A PORTION OF LOT 7 IS SHOWN ON THIS MAP. FIGURE 3 OF THE PHASE I ESA CONTAINS THE FULL EXTENT OF THE PROPERTY BOUNDARIES.

**Real Estate  
TOWN OF EAST HAMPTON  
Certificate of Change for the 2010 Grand List**

By authority of sec. 12-60 of the Connecticut General Statutes, the Assessor hereby adjusts the assessment list of 2010.

<b>COC Date</b>	<b>List No.</b>	<b>Unique ID</b>	<b>COC No.</b>
08/02/2011	6123	R06568	05095R COPY

EPOCH ARTS INC  
27 SKINNER ST  
EAST HAMPTON, CT 06424

**Property Information**

<b>Property Location</b>	<b>Map/Block/Lot</b>
00025 SKINNER ST	02A 49 1 3
	Volume: 471 / Page: 962

	Original	Adjustment	Current
Assessment	286,850	263,040	549,890
Exemptions	286,850	171,220	458,070
Net Assmt.	0	91,820	91,820

**Record changed for the following reasons:**  
TAXABLE PORTION OF EXEMPT PROPERTY

**ASSESSOR, TOWN OF EAST HAMPTON**

**Remarks:**



For Tax Collector's use only

Real Estate Assessment Year: 2010 Due in Collection Year: 2011

	<b>TOWN</b>
Mill Rates	25.6800
Original Tax	0.00
Tax Increase	2,357.94
Current Tax	2,357.94

**TAX COLLECTOR, TOWN OF EAST HAMPTON**

# SILKTOWN ROOFING

27 Pleasant Street  
Manchester, CT 06040  
O: 860-647-0198 Fax: 860-646-0775  
\*An Equal Opportunity/Affirmative Action Employer\*

**Date:** June 27, 2012

**To:** Omar Namen  
Epoch Arts  
East Hampton, CT

**Project:** Roof Replacement at 29 Skinner Street, East Hampton, CT

**Dear Mr. Namen:**

The following is our scope of work and pricing for installing a new roof system at the above referenced building:

## SCOPE OF WORK

1. Furnish all necessary labor, equipment, dumpsters, etc. to tear-off and properly dispose of the existing roofing materials, roof insulation, and sheet metal flashings.
2. At perimeter roof edges, furnish and install new 2" x 6" pressure treated wood nailers to match height of new roof insulation.
3. At metal decking, wood decking, and plywood decking areas furnish and mechanically fasten one layer of 3.25" thick polyisocyanurate roof insulation boards over the roof decks. The insulation boards are to be fastened using heavy duty fasteners and insulation plates. (Insulation board thickness at the Loading Dock area is to be 1.5" thick).
4. At concrete roof deck area furnish and adhere one layer of 3.25" thick polyisocyanurate roof insulation boards over the roof deck. The insulation boards are to be adhered using Firestone Iso Twin Pack insulation adhesive.
5. At Theater roof area where the roof meets the upper wall, furnish and install tapered insulation cricket panels to divert water away from wall.
6. Furnish and install a new Firestone 60 mil EPDM single ply membrane roof system over the insulation boards. The new roof is to be fully adhered to the insulation boards.
7. Furnish and install new 60 mil EPDM membrane flashings at wall conditions, roof curbs, and penetrations.
8. Fabricate and install .040" thick Kynar aluminum gravel stop edge metal, wall counter-flashings, and coping cap at parapet wall location.
9. Fabricate and install .040" thick Kynar aluminum gutter and downspouts.
10. Furnish to owner a Firestone Products 20 year manufacturer's labor and material warranty.

The total lump sum costs to perform the above described scope of work can be broken down as follows:

A. 3 Story Roof Area = \$ 87,186.00

B. Theater Roof Area = \$ 98,485.00

C. Loading Dock Roof Area = \$ 38,317.00

Total All Areas = \$223,988.00

**NOTES:**

a. Price does not include any of the following items:

1. Permit fee.
2. Sales tax.
3. Repairs or replacement of any roof decking or structural members.
4. Identification, abatement, or disposal of any asbestos containing roof materials.

b. Prices are valid for a period of 60 days from date of this writing.

Yours truly,



Bill Beaudin, Project Manager  
Silktown Roofing, Inc.

# TOWN OF EAST HAMPTON AGENDA REPORT

AGENDA ITEM: 3a

Item to be presented by: Frank Grzyb  
Facilities Manager

DATE: July 24, 2012

SUBJECT: **MIDDLE SCHOOL—GYM FLOOR SANDING/REFINISHING**  
19 Childs Road; East Hampton, CT

DEPARTMENT: Facilities

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### RECOMMENDED ACTION

Move to award the contract to Crunden Athletic Systems for the above-referenced project in accordance with their bid submitted on 5/17/12 in the amount of \$15,192.

### BACKGROUND

The Town received five bids for this project. See the list below. The low bidder did not respond to calls/e-mails. The next bidder is disqualified because he cannot secure the required bonding. The third bidder cannot get the project completed by the end of August. Crunden Athletic Systems are qualified and will complete the work as stated in the bid specs and within the necessary timeframe.

COMPANY:	BID AMOUNT:
Gugliotti Associates	\$9,100.00
Rainbow Flooring	\$9,300.00
O'Sullivan Flooring	\$11,398.00
Crunden Systems	\$15,192.00
Paul Davis Restoration	\$24,930.70

### ALTERNATIVE ACTIONS

Other direction as determined by the Town Council.

### FISCAL IMPACT

The budget in Capital is \$25,000.

**Nancy Hasselman, CCMC  
Collector of Revenue  
Town of East Hampton**

July 20, 2012

To: The East Hampton Town Council

Please find copies of tax refunds for your review. The total refunds equal \$2,888.37.

Thank you for your assistance.

*Nancy Hasselman, CCMC*

Nancy Hasselman, CCMC  
Collector of Revenue

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0 • C

776.64	+
29.30	+
6.31	+
1,806.85	+
20.47	+
2.00	+
77.05	+
59.55	+
110.20	+
2,888.37	*

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