



Office of the Mayor

Deberey A. Hinchey

December 18, 2015

Environmental Management Support, Inc.  
Attn: Mrs. Edie Findeis Cromwell  
8601 Georgia Avenue, Suite 500  
Silver Spring, MD 20910

Dear Mrs. Cromwell:

On behalf of the City of Norwich, Connecticut, I am pleased to submit the attached grant application to the U.S. Environmental Protection Agency (EPA) for a Brownfields Assessment Grant. Our grant application requests a total of \$400,000 in funding to complete citywide assessments of sites compromised by hazardous substances and petroleum.

Norwich is the largest urban community in Southeastern Connecticut and has a very limited amount of land available for meaningful commercial development. Our goal is to return these contaminated sites to our inventory, upgrade and reuse existing infrastructure and seek development that will create sustainable jobs in the region and meet the goals of "Smart Growth". Reclaiming these sites will also assist in removing long-standing problems associated with impacts to the sensitive populations that live and work in these areas.

As you will see within the body of our application, the City of Norwich has an excellent track record implementing and completing Brownfield assessment and clean-up grant programs. Our *Occum Park* was a featured project at a number of National and State Brownfield conferences. The transformation of this contaminated mill site into a three-acre public park has been a huge success.

Provided below is information required in the cover letter by the EPA Grant Application Guidelines:

- a) **Applicant Identification:**  
City of Norwich  
City Hall  
100 Broadway  
Norwich, Connecticut 06360
  
- b) **DUNS Number** 06-067-7747

- c) **Funding Requested:**  
i) Grant Type: Assessment  
ii) Federal Funds Requested: \$400,000  
iii) Contamination: \$200,000 Hazardous Substances and \$200,000 Petroleum  
iv) Community Wide
- d) **Location:** City of Norwich, New London County, Connecticut
- e) **Not applicable** - Application is not site specific
- f) **Contacts:**  
**i) Project Director**  
Peter W. Davis  
Director of Planning  
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Norwich, CT 06360  
Ph. 860-823-3767  
Fax 860-823-3741  
[pdaviscityofnorwich.org](mailto:pdaviscityofnorwich.org)
- ii.) Chief Elected Official**  
Mayor Deberay Hinchey  
City of Norwich  
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- Chief Executive**  
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[abergren@cityofnorwich.org](mailto:abergren@cityofnorwich.org)
- g) **Date Submitted:** December 18, 2015
- h) **Project Period:** February 2016 – January 2019
- i) **Population:** 40,528 (municipal form of government)
- j) **Special Considerations Checklist:** See Attachment, Appendix 3

We would like to continue to build on our positive experiences with Brownfields revitalization and further our partnership with Federal and State agencies. The award of this grant will allow us to fund the work necessary to assess these underutilized parcels and return them to productive use.

Sincerely,

  
Peter W. Davis  
Mayor Deberay Hinchey  
City of Norwich

**Appendix 3  
Regional Priorities Form/Other Factors Checklist**

Name of Applicant: City of Norwich, CT

***Regional Priorities Other Factor***

If your proposed Brownfields Assessment project will advance the regional priority(ies) identified in Section I.E, please indicate the regional priority(ies) and the page number(s) for where the information can be found within your 15-page narrative. Only address the priority(ies) for the region in which your project is located. EPA will verify these disclosures prior to selection and may consider this information during the selection process. If this information is not clearly discussed in your narrative proposal, it will not be considered during the selection process.

Regional Priority Title(s):  
Cordinated Public Funding for Brownfields Region 1

Page Number(s): Pages 9, 11

***Assessment Other Factors Checklist***

Please identify (with an *x*) which, if any of the below items apply to your community or your project as described in your proposal. To be considered for an Other Factor, you must include the page number where each applicable factor is discussed in your proposal. EPA will verify these disclosures prior to selection and may consider this information during the selection process. If this information is not clearly discussed in your narrative proposal or in any other attachments, it will not be considered during the selection process.

<b>Other Factor</b>	<b>Page #</b>
<i>None of the Other Factors are applicable.</i>	
Community population is 10,000 or less.	
Applicant is, or will assist, a federally recognized Indian tribe or United States territory.	
Targeted brownfield sites are impacted by mine-scarred land.	
Project is primarily focusing on Phase II assessments.	X
Applicant demonstrates firm leveraging commitments for facilitating brownfield project completion by identifying amounts and contributors of funding in the proposal and have included documentation.	X
Recent (2008 or later) significant economic disruption has occurred within community, resulting in a significant percentage loss of community jobs and tax base.	X

## 1. Community Need

### a. Targeted Community and Brownfields

#### i.) Targeted Community Description

The City of Norwich, once known as the “Rose of New England”, is a small historic city located at the convergence of the Yantic, Shetucket and Thames Rivers. Its earliest history is intricately linked to the river and it became one of New England’s most important ports from the 1700s through the late 1800s. Abundant water power and a thriving port set the stage for significant growth during the industrial revolution and Norwich became one of the major industrial centers in the Northeast, strategically located between New York and Boston. However, in the late 19<sup>th</sup> century, industry became less dependent on water power and a new rail line between New York and Boston bypassed Norwich, which led to an economic decline. The effects of this decline are still felt today as the City struggles to reuse the old mill sites for the public benefit.

With those industries now gone, many of the properties today are neglected or abandoned due in part to their potential contamination, which makes redevelopment more challenging. Despite their desirable locations – on waterfronts or near major transportation routes or commercial centers – many of the Brownfields remain underutilized. They continue to detract from the overall quality of life in neighborhoods, stunt adjacent development, restrict growth of the City’s potential tax base, and harm the environment.

The City of Norwich is designated by the State of Connecticut and HUD as a “distressed community”. Norwich is also designated as a priority school district, due to the low performance rate of some of our student population (CT Dept. of Higher Ed. CMT scores rank us 152 out of 169 municipalities). Norwich public schools receive Federal Title I funds due to the high poverty rates of local children. The percentage of children qualifying for free or reduced lunches continues to increase and is currently 64%. Accordingly, there is a significant potential for sensitive populations to be further impacted if these sites are not addressed. It comes as no surprise that Brownfield sites in the City are concentrated in the low income areas where the greatest number of these children live.

Connecticut has the 4<sup>th</sup> highest foreclosure inventory in the United States (Corelogic, 2014). *In the past 90 days, 40% of real estate transactions in Norwich were foreclosures (Norwich City Clerk)*. According to [www.HUDuser.org](http://www.HUDuser.org), residential home values in the Norwich targeted census tracts are suppressed an additional  $\frac{3}{4}$  of 1 percent, the rental market has vacancies more than triple the other City tracts (mean: 4.3% versus 1.3%), and the foreclosure rate is more than double (mean: 7.4% versus 3.5%). Based on population and housing stock, this trend is moving opposite similar sized municipalities within Connecticut, New England and the nation. This is evidenced in a recent article stating that Norwich had the “second greatest decline in housing prices [in the country]” (Bloomberg, 2014). Norwich is considered a food desert, has a food insecurity rate of 12% and a food gap of 5.5 million meals (USDA, 2013; United Way 2014).

In 2012, a professional Area-Wide Brownfields Study was conducted that identified targeted neighborhoods within the City. The project was led by a planning consultant and the project team examined 133 Brownfields in Norwich that range in size from abandoned dry cleaners to large former textile mill complexes. **The total area of Brownfield and petroleum sites exceeds 200 acres – 20% of the City’s usable commercial space.** The study resulted in a comprehensive strategy and action plan to encourage development. As better defined below in iii). Brownfields, the target neighborhoods are Chelsea Central, Taftville, and Waterfront District/Shipping St.

Norwich was greatly impacted by Tropical Storm Irene, Snowstorm Oscar, Hurricane Sandy and Snowstorm Athena over the last several years creating financial hardship and limiting resources for Brownfields redevelopment. Cleanup stretched departments beyond capacity and budget.

**ii.) Demographic Information**

	<u>Target Census Tracts</u>	<u>City</u>	<u>County</u>	<u>State</u>	<u>Nation</u>
Population:	20,373 <sup>3</sup>	40,528 <sup>3</sup>	274,118 <sup>3</sup>	3,584,561 <sup>3</sup>	311,536,594 <sup>3</sup>
Unemployment:	13.8 <sup>3</sup>	7.6% <sup>4</sup>	7.5% <sup>4</sup>	5.5% <sup>4</sup>	5.3% <sup>2</sup>
Poverty Rate:	33.1 <sup>3</sup>	15.2% <sup>3</sup>	6.7% <sup>3</sup>	10.2% <sup>3</sup>	11.3% <sup>3</sup>
Percent Minority:	39.5% <sup>3</sup>	34.2% <sup>3</sup>	22.2% <sup>3</sup>	29.4% <sup>1</sup>	36.7% <sup>3</sup>
Median Household Income	\$40,766 <sup>3</sup>	\$45,876 <sup>3</sup>	\$65,213 <sup>3</sup>	\$69,243 <sup>3</sup>	\$53,046 <sup>3</sup>
Other:					
Housing Built Pre1940	4,592 <sup>1</sup>	7,489 <sup>1</sup>	29,400 <sup>1</sup>	343,756 <sup>1</sup>	18,432,913 <sup>1</sup>
Number/Percent of:					
SNAP (Fd Stmp) <sup>7</sup>	26% <sup>3</sup>	21% <sup>3</sup>	11% <sup>3</sup>	11% <sup>3</sup>	13% <sup>3</sup>
Medicaid	*	8,823 <sup>5</sup>	41,340 <sup>5</sup>	552,100 <sup>5</sup>	59,468,700 <sup>5</sup>
WIC	*	1,937 <sup>6</sup>	6,728 <sup>6</sup>	54,253 <sup>6</sup>	8,660,722 <sup>6</sup>
Head Start	*	333 <sup>7</sup>	1,112 <sup>7</sup>	7,357 <sup>7</sup>	956,497 <sup>7</sup>

<sup>1</sup> Data is from 2010 U.S. Census data and is available at <http://factfinder2.census.gov>

<sup>2</sup> Data is from Bureau of Labor Statistics and is available at <http://www.bls.gov>

<sup>3</sup> Data is from 2013 American Community Survey and is available at <http://www.census.gov>

<sup>4</sup> Data is from State of Connecticut Department of Labor <http://www1.ctdol.state.ct.us>

<sup>5</sup> Kaiser Family Foundation <http://www.statehealthfacts.org>

<sup>6</sup> CT Dept Public Health [www.ct.gov/dph](http://www.ct.gov/dph)

<sup>7</sup> CT Dept Soc. Services [www.ct.gov/dss](http://www.ct.gov/dss)

**iii). Description of Brownfields**

Area 1: Chelsea Central District. In the heart of our urban center and contains the Chestnut Street Mills. The district is impacted significantly by underutilized and/or abandoned mill properties. Each site is encumbered by suspected hazardous materials throughout the property and building, as well as by chemical releases within the former areas of manufacturing and petroleum releases with former boiler rooms. The prior use of the mills varied from firearms (1885-1914) and textile manufacturing to machine shops (1926-2005). Based upon land records, there are also three sites that were known to be dry cleaning establishments (2005). Potential contaminants include asbestos, lead, mercury, PCBs, nickel, brass and associated stored chemicals. These may cause neurological impairment and damage the gastrointestinal tract, nervous system and kidneys (EPA.gov, n.d.). Based on consultant review in the 2012 Area Wide Plan, post-remediation economic benefits are: 216,000 mixed-use sqft, \$185k in new tax revenue and 197 jobs created. This is in addition to environmental and health benefits.

Area 2: The Waterfront Development District and Shipping Street, located on the Thames River. It is dominated by abandoned, blighted mill/industrial buildings and prior bulk oil storage facilities. The total area of the subject neighborhood is approximately 40 acres and the parcels are held by multiple owners. Mill structures and infrastructure related to former bulk petroleum storage are located directly on the Thames River. Uses included paper mills (1897-1926), ice

storage, printing, iron works & metal coating (1885-1949). Potential contaminants include petroleum, coal, asbestos, lead, mercury, transmission fluid, battery waste, chlorine/dioxide and associated chemicals. These may cause damage to the gastrointestinal tract, the nervous system, the kidneys and neurological impairment (EPA.gov, n.d.). Based on consultant review in the 2012 Area Wide Plan, post remediation economic benefits, in addition to environmental and health benefits are: 481,709 mixed use sqft, \$356k in new tax revenue and 789 jobs created.

Area 3: The Taftville District is located in a targeted Census tract and is a National Register Historic District that is regulated by Norwich's Historic Design Overlay. This district contains the Ponemah Mills. The mill complex has had numerous industries over the years including textiles and chemical production which have resulted in hazardous substances and petroleum impacts. Potential contaminants include asbestos, lead, mercury, petroleum, PCBs, monomers and associated solvents and stored chemicals. These may cause neurological impairment and damage the gastrointestinal tract, nervous system and kidneys (EPA.gov, n.d.). Based on consultant review in the 2012 Area Wide Plan, potential economic benefit are: 282,892 mixed use sqft, \$206k in new tax revenue and 305 jobs created. This is in addition to the environmental and health benefits.

#### **iv.) Cumulative Environmental Issues**

Air quality is one of the lowest in the state and is ranked 58<sup>th</sup> and 112<sup>th</sup> out of 239 of the most polluted ozone and particle pollution, respectively, for metro areas in the country (American Lung Association's State of the Air, 2013). There are two landfills located within the city, both are on or near waterways. A 2010 study showed a major tidal river abutting two target areas has turned hypoxic with oxygen levels unable to support a healthy ecosystem as a result of pollution (UConn Marine Science/Project Oceanology, 2010). These neighborhoods are now home to predominately low and moderate income (LMI) populations. 2013 ACS data shows greater than 51% of residents in the targeted census tracts are LMI with 39.5% being minority. This poses serious environmental justice concerns as a disproportionate share of racially and ethnically diverse residents bear the brunt of negative health concerns connected to Brownfield sites and cumulative environmental issues.

#### **b. Impacts on Targeted Community**

City inspection records prove show higher incidences of: illegal dumping (50% higher), illegal storage of dangerous or hazardous materials (100% higher), lack of property maintenance (50% higher), increased building and fire code violations and arson (100%). City police records show that Drug/Narcotics Violations, Destruction/Damage/ Vandalism, Illegal Dumping, and Arson are four times greater within a ¼ mile of Brownfield sites that are in these targeted Census tracts (Norwich PD, 2013). Sensitive populations include a mix of elderly (13%), families with young children (42% are single parents), women of child-bearing age (41%) and minorities (44%). In 2013, there were 557 births from within these tracts. These residents bear the brunt of the potential negative health impacts associated with Brownfields due to the presence of hazardous substances and/or petroleum within their neighborhoods. These are threats to the economic stability and safety of the neighborhood residents. Many factors reduce the live-ability index within a community. Blighted condition of Brownfield sites accelerated the general degradation of these tracts while limiting potential commercial re-use that could lead to job creation/ expansion. With these funds, the City will be able to: 1) determine the nature of the direct threats to the community; 2) determine the appropriate cleanup options; 3) determine the

remedial actions required to protect human health and the environment; and 4) it will make properties more attractive to developers.

The effect of Brownfield sites on Norwich's environment is significant. The majority of Brownfield sites are along major rivers and within designated floodplains. Hazardous substances and petroleum products continue to be released to surface and groundwater resources. Uncontrolled releases create environmental hazards beyond subject sites. Communities downstream of Norwich bear the burden of the cumulative impact of documented and undocumented releases.

Despite efforts of property owners to secure buildings, target sites are magnets for growing homeless population, vagrants and high concentration of youth exploring the areas. Norwich experienced a number of arson fires in mill buildings, releasing unknown quantities of hazardous substances to the air and surface water resources. Airborne lead and asbestos contamination were of specific concern during and after incidents. In 2010, vandals damaged a transformer in one of the privately owned vacant mills, causing a release of oils containing PCBs. The oil contaminated the surrounding floor and soils in the basement. Even more significant was the uncontrolled release of the contaminants to an adjacent canal area and the discharge directly to the Shetucket River. These are low-income residential areas and the river supports a very healthy fisheries resource, including striped bass, shad, sea run brown trout and Atlantic salmon. Many recreational fishermen catch and consume fish from the river, directly downstream of the subject mill. The Connecticut Department of Energy and Environmental Protection (CTDEEP) was called in to remediate the spill and currently has an \$80,000 lien on the property which was the origin of the release.

Based on the State of Connecticut's Department of Public Health data released in spring 2010, New London County has the highest rate of Cancer in the state (<http://www.ct.gov/dph/cwp/view.asp?a=3129&q=389716>). In addition, the National Cancer Institute reports Connecticut has the second highest cancer incidence rate in the nation and is unable to significantly arrest that incident rate compared to the four higher states (American Cancer Society, 2015). Many local enterprises use or have used nuclear materials, toxic chemicals, petroleum products and/or potential carcinogens within a small geographic area. While Brownfields may indirectly cause health risks, recognized environmental hazards resulting from site contamination, groundwater impacts, surface runoff, and migration of contaminants can directly cause increased incidents of cancer (Jill S Litt, Nga L Tran, and Thomas A Burke Department of Health Policy and Management, Johns Hopkins University, Bloomberg School of Public Health, 2002). Connecticut and New London County rank among the highest in the New England and Mid-Atlantic States in incident rates of cancer among female and minority populations (CDC 2011, Cancer Types Grouped by State by Region).

The targeted census tracts are spread throughout the City and contain 81 identified Brownfield sites. These sites are deeply immersed within the most physically distressed housing units. There are 20,373 residents living within these tracts with almost 27% (5561) being children under the age of 18. Greater than 20% of residents are below the federal poverty level. SNAP enrollment level is at 26% and 46% are receiving Medicaid. Minority population levels range between 15% and 57%. Similar socio-economic characteristics typically demonstrate higher rates of health concerns - making identification and reduction of threats to the target area crucial.

### **c. Financial Need**

**i.) Economic Conditions**

The city is entirely dependent on local property taxes to fund government operations, the school system, road maintenance and public health services with no county system of government. The limited available, developable commercial space due to environmental hazards has restricted the city's ability to grow the tax base. The loss of jobs and blighted properties has worked to erode revenue, thereby forcing budgets to decrease while needs continue to grow. The city experienced layoffs annually since 2012. The City of Norwich lacks the financial resources to redevelop these properties to stabilize the tax base without EPA assistance.

The city has been in a steady economic decline due to the loss of high paying manufacturing and skilled jobs. The region is overly dependent on defense dollars allocated to the Groton US Naval Base as well as Electric Boat and to the two Native American owned casinos all located in the southeastern part of the state. Norwich is mid-point from the two casinos and has become the primary place of residence for the majority of the low-income, service sector employees. Even the casinos downsized during the recession, laying off thousands of people. The Southeastern Connecticut Commission for Economic Diversification convened by the governor commented that "the regional economy is overly dependent on just a few employers, most of which are in a downsizing mode and that the newly established casino jobs require fewer skills and offer lower wages."

**ii.) Economic Effects of Brownfields**

The Median Household Income (MHI) is 25% lower than the state average and poverty in these tracts are almost triple the states average. Residents in these tracts are low income with limited transportation and need businesses to fill these sites in order to create employment and food shopping opportunities that are accessible/walkable. According to the 2012 Area-Wide Brownfields Study, the total area of Brownfield sites exceeds 200 acres – **20% of the City's usable commercial space**. Most of these properties are abandoned or the owner is unable to fill vacancies or sell due to environmental concerns. The city is not able to collect any property taxes on the properties and the target sites represent almost one million square feet of potential residential, commercial and industrial space as well as an approximate \$728,275 in lost tax revenue and 1,291 lost employment opportunities (2012). These abandoned sites strain local services, such as police, fire, public health, public works and social services. Approximately 117 calls for service were handled by the police and fire departments in the last 12 months at Brownfield sites in the three targeted Census tracts due to vandalism and fire related hazards.

**2. Project Description and Feasibility of Success**

**a. Project Description**

**i.) Project Description/Alignment with Land Use Plans & Redevelopment Strategy**

The 2012 Area-Wide Brownfields Study identified target areas and key Brownfield sites that pose health threats and whose redevelopment would have significant benefit to the target areas. The study utilized existing economic development, land use and redevelopment plans previously adopted by the City Council. Community input was obtained during this process and prioritized Brownfield sites were based on the input and needs of the community. These prioritized Brownfield properties are located in the targeted Census tracts focusing on Chelsea, Waterfront and Taftville Districts and include the Chestnut Street Mills, Shipping Street area and Ponemah Mills. As detailed in the 2012 Area-Wide Brownfield study produced by Cecil Group (professional architects, economists, designers and planners), projected re-developments are:

<u>Location</u>	<u>Proposed Use</u>	<u>Square Feet</u>	<u>Jobs Created or Housing Units</u>
Chestnut Mills	Commercial (retail)	40,941	63 Jobs
	Commercial (office)	40,079	134 Jobs
	Commercial (storage)	39,905	N/A
	Residential	80,148	142 Housing Units*
Shipping St/Waterfront	Commercial (restaurant)	20,000	100 Jobs
	Commercial (office/retail)	162,033	341 jobs
	Industrial	174,000	348 jobs
	Residential	108,208	102 Housing Units*
Ponemah Mills	Commercial (office/retail)	145,042	305
	Residential	137,850	115 Housing Units*

\* Greater than 22% of Norwich's housing stock is deemed affordable and new housing units typically require a percentage of 60-80% AMI deed restrictions

The city is requesting this EPA Brownfields Assessment Grant with all funds going to complete Phase I, Phase II and Phase III Environmental Site Assessments (ESAs) and Remedial Planning for these sites, with the exception of travel. The Phase I ESAs will include historic research and a site inspection to identify areas of concern (AOCs) and contaminants of concern (COCs). Phase II ESAs will include the collection of soil, groundwater, sediment, surface water, and other samples for the analysis of COCs to determine the extent of impact at the AOCs. Most likely, VOCs, ETPH, metals, petroleum products and other contaminants associated with an industrial past will be found during the assessments. Data will be used to develop a Remediation Feasibility Study on high priority sites. The study will contain specific approaches to address and reduce the threats to human health and the environment at the site and surrounding area. Since the target areas contain many sensitive populations, the ESAs will be used to identify any potential threats to these sensitive populations and plan for the removal of these threats. It is anticipated that the majority of funds will be spent on the Chestnut Street & Ponemah Mills and Shipping Street area. However, this is a community wide application. The site selection process is discussed below in Section iii) and further details how additional sites would be selected.

**ii.) Project Timing**

The city uses LEPs and will follow the process used with previous EPA grants by retaining an experienced, qualified and licensed Environmental Consultant (LEP) through a competitive bidding process in accordance with federal procurement regulations. An RFP for services will be done within one week of the EPA contract signing. All work will be overseen by the LEP. The day-to-day operation will be handled by the city's land use and community development departments. The CT Department of Energy and Environmental Protection (DEEP) is available for consultation for Brownfields remediation projects. As our assessments evolve and remedial alternatives are considered, the city will consult DEEP and engage them as a partner. We will also engage CT Department of Public Health (DPH).

Each target area contains sites with available access (Chestnut St. Mills) or access agreements in place (Ponemah and Shipping St.). The city will host at least four community engagement opportunities per year and will begin by hosting two community engagement seminars prior to work commencing. This is so residents can learn and comment on the assessment strategy. Efforts will be made to amend strategies based on stakeholders input whenever appropriate. Outreach efforts will continue during the project providing updates on progress. This will

provide another opportunity to address questions or concerns from residents. Remedial and redevelopment planning efforts will focus on community input so that the needs of the community are met. Concluding seminars with the residents, city and LEP will focus on the final findings/results of the ESAs. Future developments will host appropriate infrastructure, utilities and public transportation systems to ensure a sustainable outcome.

The city and the LEP will work with Three Rivers Community College, located in the city, to enhance existing job training programs in the field starting in year one. The city and LEP will conduct educational workshops at the Norwich Free Academy and Norwich Technical High Schools to promote the benefits of Brownfield redevelopment and stimulate high school students' interest in environmental issues. Private property owners will be engaged by the city and partnerships will help further assessment and redevelopment efforts.

Once assessed, the city will market sites for redevelopment through the Connecticut Economic Resource Center, a statewide development agency working with the state to leverage Connecticut as a premier business location. Detailed information about each site will be made available on their nationally marketed "Site Finder" website. Inclusion in this inventory increases the city's ability to reach a larger audience. In addition, assessment information will be made available to commercial real estate agents on an on-going basis to expedite the return of properties to the market for future job growth opportunities.

### **iii.) Site Selection**

Information gathered during the 2012 Area-Wide Brownfields Study has provided the ability to select the most appropriate sites for study under this project. High priority sites were identified using the following criteria:

- *Existing ownership or access agreements in place* – Chestnut Street Mill was recently foreclosed for back taxes and is city owned). The city is negotiating access agreements for Shipping Street and Ponemah Mills (both non-responsible parties).
- *Economic and environmental importance* – The importance of individual Brownfields to the economic and environmental health of the region will be given priority. Sites with immediate human health concerns are assessed first.
- *Viability*- properties that have a conceptual plan supported by the community and most likely to come to fruition. Sites having an identified end user will be given priority.
- *Public Benefit* - redevelopment plan has the most potential for public benefit, such as job creation, community facilities, environmental conservation and the elimination of blight.

The city will attempt to voluntarily obtain access agreements for non-target sites in private ownership when the above mention bulleted criteria is met. CGS 22a-133dd states that a Licensed and Qualified Environmental Professional may enter a site to perform an environmental site assessment if 1) the owner cannot be located, or 2) the property is encumbered by a tax lien, or 3) upon filing a notice of eminent domain. CGS22a-133dd will be used only as the last resort to gain access. Town officials will make every attempt to voluntarily gain access to the site.

### **b. Task Description and Budget Table**

**i.) Task 1- Public Engagement:** The public engagement process will be implemented in accordance with the plan described in section 3. City residents will be engaged throughout the program and outreach will be provided to the immediate adjacent neighborhood of sites being assessed and redeveloped. As discussed above, the city has been conducting public outreach through the Area-Wide Brownfields Study, Council informationals, public art projects and

community-wide events. A minimum of four output-measurable public meetings per year will be held with stakeholders. The budget is for the costs for supplies such as printed materials in multiple languages (\$500 - English, Creole-Haitian, Chinese and Spanish) and posting notices to ensure active engagement of participants in the public process (\$1000 news adds/\$500 mailings). City personnel time will be from other resources and will not be charged to the grant. *Outputs:* number of outreach events, attendees, environmental educational material reviewed. *Outcomes:* changes in behavior, attitude, circumstances and/or knowledge. *Measure:* Pre/Post tests, residents engaged/spreading information through media outlets

**Task 2-Phase I ESAs:** To achieve outputs, the city anticipates conducting five Phase I Hazardous Substances ESAs and five Petroleum Phase I ESAs. Average cost estimated between two consultants is approximately \$3,000 per ESA. The Phase I ESAs will be provided in accordance with ASTM E1527-13 and the All Appropriate Inquiry Rule. Majority of EPA grant funds will be allocated to hiring qualified environmental professional to oversee all Brownfield activities as well as coordinate with the city on filing and certifying all required reports, including ACRES and EPA reports. *Outputs:* number of Phase I ESAs, environmental related reports/documents made available. *Outcomes:* Phase I ESAs completed, Phase IIs recommended, *Measure:* Quarterly reports, Phase I documents, bi-monthly meetings

**Task 3-Phase II and III ESAs:** Phase II and III ESAs will be conducted to confirm the presence of releases at the RECs identified in the Phase I ESA. Phase III ESAs will determine degree/extent of releases in accordance with CT DEEP’s Site Characterization Guidance. The following are estimates: Three Phase II Hazardous Substance ESAs and three Petroleum ESAs (\$25,000 X 6). Two Phase III Hazardous Substance ESAs (\$60,000 each) and two Petroleum ESAs (\$53,000 each). Costs based on consultation with two separate LEPs. These outputs are essential to achieve long-term outcomes of stabilizing the tax base. *Outputs:* number of Phase II/III ESAs, environmental related reports/documents made available, RAPs/Health/Safety Plans initiated *Outcomes:* Phase II/III ESAs, RAPs completed, clean-up fund application *Measure:* Quarterly reports, Phase II/III documents, remediated properties, redevelopment, jobs created.

**Task 4- Program Development:** A budget of \$2,000 is set for two staff to travel, attendance at the National Brownfields conference in order to learn and share best practices.

Each task has associated outputs, outcomes and measures mentioned. Long term outcomes are measured and mentioned on page 12. Bi-weekly, in-person meetings will take place in Norwich and/or on-site (weather permitting). Meetings will focus on a work breakdown structure (WBS) with key benchmarks to show progress.

**ii). Hazardous Substance**

Budget Categories:	Task I: Public Engagement	Task II: Phase I ESAs	Task III: Phase II and III ESAs	Task IV: Program Redevelopment	Total
Personnel <sup>1</sup>					
Fringe Benefits <sup>1</sup>					
Travel				\$2,000	\$2,000
Equipment <sup>2</sup>					

Supplies	\$2,000				\$2,000
Contractual <sup>3</sup>		\$75,000	\$120,000		\$195,000
Total <sup>4</sup>	\$2,000	\$75,000	\$120,000	\$2,000	\$199,000

**Petroleum**

Budget Categories:	Task I: Public Engagement	Task II: Phase I ESAs	Task III: Phase II ESAs	Task IV: Program Redevelopment	Total
Personnel <sup>1</sup>					
Fringe Benefits <sup>1</sup>					
Travel				\$2,000	\$2,000
Equipment <sup>2</sup>					
Supplies	\$2,000				\$2,000
Contractual <sup>3</sup>		\$75,000	\$106,000		\$181,000
Total <sup>4</sup>	\$2,000	\$75,000	\$106,000	\$2,000	\$185,000

Notes: 1. Existing personnel will administer/coordinate this grant initiative and will not charge administrative or indirect costs to this grant 2. EPA defines equipment as items that cost \$5,000 or more with a useful life of more than one year. Equipment is typically not needed for assessment grants per EPA guidance. 3. The City will comply with procurement procedures contained in 40 CFR 30.40 through 30.48 when contracting services. 4. Total does not include in-kind services provided by the City which will not be charged to this grant.

**c. Ability to Leverage**

Regional priorities will be achieved through coordinated public funding for Brownfields. The city is working to implement the 2012 Area-wide Brownfield Plan, coordinated funds include:

- \$200,000 Brownfield assessment near the river; 2014 CT Department of Economic & Community Development (DECD) – 40 acres, requires substantial assessment money
- \$270,000 create master plan for revitalizing historic mill sites, includes funds to assess environmental conditions; 2015 DECD – assessment funds needed to complete plan
- \$14,000,000 private development - CT Department of Housing (DOH) to convert mill site into LMI housing; additional assessment and remediation funds needed, multi-phase
- \$2,000,000 pending clean-up application, previous assessed site near river; 2015 DECD
- \$250,000 city funds used to demolish blighted structure causing imminent threat to life and safety; property taken through tax foreclosure - site needs assessment and remediation

The EPA funds are desperately needed to “fill the gaps” and pursue a more comprehensive approach to site characterization; eventually leading to clean-up and redevelopment.

**3. Community Engagement and Partnerships**

**a. Plan for Target Community & Other Stakeholders; Communicating Progress i.&ii.)**

Norwich conducted extensive community engagement with the Area-Wide Brownfields Study. In the past 2 years even more outreach events were held, including a professional photo exhibition of Norwich’s Brownfields entitled, *Arrested Development: Norwich’s Brownfields*, a panel discussions regarding the environmental and economic threat Brownfields pose, and multiple City Council and neighborhood presentations regarding activity updates and plans.

The Community Development Office collaborates/partners with city departments, community agencies, and faith-based organizations to coordinate educational outreach efforts while soliciting public input. This project will provide a minimum of four public meetings per year regarding process, activity and updates in target areas. These meetings will also inform the city of significant community concerns which need to be addressed. Notices of meetings will be advertised in local papers and be placed in public places such as the library, the Senior Center and city office buildings. All meetings will be held at times and locations convenient to the community. Special outreach efforts will involve community members who have difficulty attending the meetings. Additional meetings may be scheduled with individual community-based organizations as requested. The city will also do communication through the following resources:

- **Norwich Public Utilities:** City owned utility company (148 year partnership); provide information through monthly bill mailings/newsletters. The city will promote energy efficiency audits and weatherization activities through the Home Energy Solutions (HES) program. This program works to help reduce the overall carbon foot print, benefit low-to-moderate income residents financially, and is an added incentive for business relocation/expansion projects
- **ESL: Adult Education:** (11 year partnership). To improve information to property owners/renters with limited English proficiency we will work with our English as a Second Language programs and coordinated outreach activities are instrumental
- **Other Currently Engaged Collaborations:** Norwich Human Services (City Department), Catholic Charities (15 year partnership), NAACP (50 year partnership), Norwich Area Clergy Association (NACA) (9 year partnership), Neighborhood Revitalization Zones (NRZs) (13 year partnership), 12 Block/Neighborhood watches (2 year partnership), and Norwich Property Owners Association (8 year partnership), DECD, and local financial institutions/banks

Notices and information will be presented in the following manner to reach residents:

- Adult Education/English as a Second Language Classes (limited English proficiency)
- Public Service Announcements (PSAs) in culturally/language specific newspapers
- Public access television scrolling marquee and televised meetings
- City of Norwich & Norwich Property Owners Association (landlord organization) websites
- Mailings to individuals owing or renting homes within 100 feet of properties

The three most predominant cultural/language barriers involve the Haitian Creole, Hispanic (Spanish) and Asian communities. The city will use cultural relevant media outlets and existing *Diversity Outreach Specialists* representing these communities to provide accurate translation(s).

## **b. Partnerships with Government Agencies**

### **i.) Local/State/Tribal Environmental and health agencies**

The city has retained an LEP through a transparent procurement process to provide oversight of work and to ensure compliance with state agencies regarding statutory and communication requirements on current projects. If necessary the city will re-issue an RFP for federal funds. Norwich has developed strong relationships with Regional EPA staff, Connecticut Departments of Energy and Environmental Protection (DEEP), Economic and Community Development (DECD) and Public Health (DPH). We will contact DEEP, DECD, DPH and EPA to evaluate public health threats identified and develop remedial action plans that will be protective of human health and the environment in accordance with appropriately required standards.

### **ii.) Other relevant federal, state, and local governmental agencies**

**CT DECD and DEEP:** the state is funding current projects that include a regional boat launch & potential commercial/industrial development near a river and a current mixed income housing development in an abandoned mill building - funding is insufficient; **HUD's** CDBG program (entitlement community) and Office of Healthy Homes Lead Based Paint Hazard Control program (end of \$2.8 million, 3-year grant). Outcomes include decreasing the number and percent of elevated blood lead levels, increasing property values, decreasing resident housing cost burden, reducing crime, returning unsafe buildings to the market and reducing the number of blighted as well as abandoned properties. The city will reapply for Lead Based Paint Hazard Control funding if available in 2016 and thereafter. CDBG can be used to provide clean-up and developer assistance for returning properties to market; thereby creating jobs. **Uncas Health District:** regional health district covers Norwich and will provide public education, evaluate & communicate health risks regarding Brownfield sites and provide testing for health issues related to environmental concerns. An LEP will be retained to provide oversight of work being completed. **Three Rivers Community College (TRCC)** is a state college located in Norwich offering two Associates Degree level and two certificate level courses focusing on environmental and/or engineering sciences, including coursework on hazardous materials, sustainable landscape ecology and conservation and environmental regulations. The city retained Licensed Environmental Professional (LEP) will provide workshops and training opportunities to students enrolled in these programs creating a “hands-on” opportunity to apply principles learned in class and will provide a venue to hold public forums where residents can participate and better understand current as well as future Brownfield related actions. **Norwich Technical High School** participates in the “Work Based learning Experience” (WBL). WBL enhances the trade education experience by providing real world work experience within the specific industry. The city retained LEP will provide workshops and training opportunities to students, including field trips to the sites, and will leverage the partnership with TRCC to create a natural progression for the high school students to participate in an environmental training track at a collegiate level – and eventually discover careers in environmental sciences.

**c. Partnerships with Community Organizations**

**i.&ii.) Redevelopment Agency (RDA)** is charged with returning commercial/industrial sites to productive use and will aid this grant in coordinating outreach to residents and businesses ***Norwich Community Development (NCDC)*** city’s economic development agency will engage businesses regarding opportunities to redevelop sites and/or market sites to prospective buyers. ***Chamber of Commerce*** regional chamber will provide a venue to ensure engagement by the business community in regards to assessment related activities ***Norwich Area Clergy (NACA)*** represents more than 35 local congregations (Protestant, Catholic, Jewish, Muslim, etc..) and faith-based community service providers reflecting the needs of the minority community (including low-to-moderate income residents and individuals with limited English proficiency). NACA will provide outreach through newsletters, existing neighborhood events and a venue for community informational workshops. ***Greenville Neighborhood Revitalization Zone (NRZ)*** is a collaborative group of neighbors/businesses working to revitalize target neighborhoods. The NRZ will work with residents to encourage participation and resident turnout in community forums. The organization will provide information to encourage local businesses to participate in the assessment process and to be active agents for change regarding the economic, civic, commercial, cultural and educational interests of the greater Norwich area. Letters are attached.

**4. Project Benefits**

**a. Health and/or Welfare and Environment**

i.) Funds will identify threats to human health and the environment at the target areas through the performance of Phase I/II/III ESAs following EPA, DEEP, and ASTM standards. Data will be used to develop a Remediation Feasibility Study on high priority sites. The study will contain specific approaches to address and reduce the threats to human health and the environment at the site and surrounding area. The ESAs will be used to identify any potential threats to sensitive populations and plan for the removal of these threats. A site-specific health and safety plan that complies with applicable local/state regulations will be developed that is protective of both workers and the public. The chart below summarizes outcomes attained as a result of activities and outputs

The “Community Need” section referenced health issues, crime, blight, environment and employment (income/jobs) as barriers to Norwich revitalization. Outputs are on page 8. Important impacts around health/welfare anticipated from assessment funding are in this chart:

**ii.) Health, Welfare and Environmental Outcomes/Benefits:**

<b>Category</b>	<b>Short Term Outcomes (Assessment Grant)</b>	<b>Interim Outcomes</b>	<b>Long Term Outcomes (Clean-up Grant)</b>
<b>Health</b>	(1) Improve stakeholders' knowledge of health risks to community including sensitive populations: pregnant women, children and the elderly	(1) Decrease health risks/exposure/obesity; (2) Increase energy efficiency/reduce carbon footprint; (3) Increase job creation;	(1) Aid in the decrease incident of Cancer rates; (2) Aid in decrease incidents of malnutrition; (3) Aid in decrease occurrences of elevated blood lead levels
<b>Welfare</b>		(1) Decrease blight; (2) Decrease crime; Improve look of neighborhood; (3) Increase resident income	(1) Work to decrease poverty rate; (2) Increase of property values; (3) Stabilize tax base
<b>Environment</b>	(1) Quantify extent/type of contaminants; (2) Formulate remedial action plan for remediation & potential re-use; (3) Generate work product that can be presented to developer for redevelopment	(1) Improve industrial landscape; (2) Decrease potential contamination of air, land & waterways	(1) Increase Greenspace (2) Replace blighted industrial landscape with LEED buildings reducing environmental impact Improve industrial landscape; (3) Further reduce potential contamination of air, land & waterways

The city’s 2013 Plan of Conservation and Development (a state required policy document that guides physical development taking place in the city focusing on a 10-year period) and new zoning map & regulations (completed in 2015) speaks to inclusionary zoning and encourages adaptive reuse through a mill enhancement program for former industrial sites. Policies provide incentives for affordable/workforce housing and grocery stores. Norwich is considered a food desert, has a food insecurity rate of 12% and a food gap of 5.5 million meals (USDA, 2013; United Way 2014). Commercial incentives focus on employment opportunities and access to mixed transportation venues. This approach ensures the creation of healthy, vibrant, communities of opportunity. The city's goal is to produce equitable outcomes through smart, intentional strategies to ensure that low-income and minority communities participate in and

benefit from decisions that shape their neighborhoods and regions. Redevelopment of sites will focus on public access to pedestrian/bike routes and waterways, thereby promoting healthy, active lifestyles. Our goal is not to displace residents that have historically lived in the targeted communities but to improve their environment and quality of life through the access of free or low-cost amenities.

## **b. Environmental Benefits from Infrastructure Reuse/Sustainable Reuse**

### **i.) Planning, Policies and Other Tools**

There have been extensive community efforts to formulate plans and action items to encourage the redevelopment of Brownfield sites. The Chelsea District and Waterfront areas are of primary concern, because they are directly connected. Members of the Norwich Community Development Corporation, Norwich Planning Department, Harbor Management Commission and Redevelopment Agency worked cooperatively from 2001 – 2003 to draft a *Waterfront Development Vision* statement for the subject areas.

The plan identifies and proposes smart growth action items. The principals of Equitable Development will be utilized City-wide. The city's 2013 Plan of Conservation and Development and the new zoning map & regulations mentioned in previous paragraph speak to inclusionary zoning and encourages adaptive reuse through a mill enhancement program for former industrial sites. Policies provide incentives for affordable/workforce housing, grocery stores (Norwich is considered a food desert and is food insecure according to USDA, 2013), commercial uses focused on employment opportunities, and access to mixed transportation venues. This approach ensures the creation of healthy, vibrant, communities of opportunity. The adaptive reuse of the mills allows the community to capitalize on existing public transportation and infrastructure, such as public water and sewer, sidewalks and road systems, without expanding into greenfields. Such actions promote conservation of land, wildlife, reduction of pollution and resource consumption and exploration of alternative energy sources.

Efforts towards creating a more sustainable community include a \$3.38 million bond specific to the Chelsea Central District which contains historically significant buildings located in the downtown (listed on the National Register of Historic Places). Preservation of the historic mills and other buildings is a priority for the community. The bond funds assist property owners with grants and loans to facilitate code compliance and adaptive reuse of targeted properties. A number of the properties have known or suspected hazardous substances and/or petroleum contamination issues. These funds will assist property owners with leveraging other Federal or State funds.

The city will promote the use of sustainable reuse measures in development planning. Existing plans already call for increased walkability in target areas, access to public/open space/waterways, green buildings, energy efficiency, and water management is also required for future development. Also, during site demolition and cleanup, green remediation, construction and demolition materials recycling, and diesel emissions reductions will be required.

### **ii.) Integrating Equitable Development**

Policies provide incentives for affordable/workforce housing, grocery stores (Norwich is considered a food desert and is food insecure according to USDA, 2013), commercial uses focused on employment opportunities, and access to mixed transportation venues. As the chart on page 6 shows, the vision for the three target areas clearly encourage mixed income housing (with percentage set-asides for those at or below 60% AMI) and commercial development that

utilizes existing structures while adding new structures that can support growth in the adjacent downtown nodes. Proposals increase pedestrian and bicycle passageways through what are currently blighted, lower income areas and inserts “green” buffers and appropriate landscaping in place of cold, industrialized, abandoned buildings. New retail, office and restaurant space provides employment/income opportunities for local residents.

**c. Economic or non-Economic Benefits (long term benefits)**

**i.) Economic Benefits**

There is limited land available for commercial development (20% of total commercial acreage is considered to be a Brownfield or petroleum site). Returning these sites to the tax rolls is significant. Sustainable development allows for job creation/expansion and providing work for residents. Brownfield site development will benefit the community economically as redevelopment of abandoned and/or underutilized properties will increase the commercial tax base thus relieving the heavy tax burden on residential property owners. The assessments will encourage new businesses to invest in the city and create jobs. Having approximate \$728,275 in lost tax revenue and 1,291 in lost employment opportunities (2012 Area-wide study), returning properties to use will diversify and stabilize the tax base.

These sites all have unique attributes such as large areas of flat land, direct access to deepwater, navigable channels and a Federal turning basin. They are located along public transportation routes for bus and rail and have full utilities and other infrastructure. Once the extent of the contamination is known, these property can realize their highest and best use.

**ii.) Local Hiring and Employment Opportunities**

The City of Norwich includes a local hiring clause in its requests for proposals for all Brownfield work. With the use of CDBG funds, the city created a job creation and training program. Included in this project, Norwich Technical High School participates in the “Work Based learning Experience” (WBL). WBL enhances the trade education experience by providing real world work experience with responsibilities that are included in having a job within the specific industry. The program gives students hands on experience within an industry with area employers and provides employers the opportunity to observe and utilize the abilities that technical students possess. Per the attached letter of support, Brownfield assessment activities will be included in this program. We estimated two to three local hires for assessment work and two to three internship opportunities for college students. Anticipated hiring related to future clean-up activities is mentioned on page 6 and could be as high as 1,000 positions.

**5. Programmatic Capabilities and Past Performances**

**a. Programmatic Capabilities**

**Administrative Staff:** The Office of the City Manager will provide oversight for this grant, along with the City of Norwich Redevelopment Agency. Professional staff from the Department of Planning, Community Development and Finance Department will be assigned by the City Manager to take the lead on administrative duties.

**Norwich Planning Department:** has a long track record of successful Brownfield grant administration. Director, Peter Davis, has over 25 years of experience as a planner in the City of Norwich, which has received many federal and state grants. Most notably, Mr. Davis collaborated with NCDCE to administer 2.5 million dollars of EPA and State grant funding to develop the Occum Park project between 1999 and 2004. The EPA features this as a Brownfield success story on its printed literature and website. Mr. Davis was also one of the leads for the

assessment work on the Capehart Mill complex initiated in 1998 and continues to work with the developer currently working to reclaim the property.

**Office of Community Development:** administers the Federal Community Development Block Grant (CDBG), Office of Healthy Homes Lead Based Paint Hazard Control Program, Neighborhood Stabilization Programs 1 & 3 (NSP1 & 3), and the Property Rehabilitation Program on behalf of the City of Norwich. Director Gary A. Evans has over 18 yrs. experience in the administration and oversight of various grant programs. Mr. Evans has direct responsibility for managing the HUD required Citizen Participation Plan, which includes community outreach and engagement. Other duties include drafting annual reports for HUD, completing environmental reviews, overseeing procurement, monitoring adherence to prevailing wage requirements, setting community development priorities, providing technical assistance to applicants and other city agencies.

**Finance Department:** City Comptroller and Director of Finance, Josh Pothier, will assist in grant administration and program compliance. Mr. Pothier has considerable experience in state and federal financial reporting. He recently administered a \$250,000 grant from CT DECD for the renovation of a downtown building and a \$145,000 HUD EDI grant for the purchase of equipment for a municipal boating program. Mr. Pothier has over 17 years of experience with municipal/public accounting. The Finance Office has won numerous awards from the Government Finance Officer's Association and has been recognized with Certificates of Excellence in Financial Reporting for its Comprehensive Annual Financial Reports.

Staff turnover rate at the city is very low. If new staff is needed during the project period, the city will ensure a timely replacement in order to maintain momentum projects. The city abides by a detailed hiring process as outlined in their personnel policy and does not discriminate on the basis of age, race, religion, national origin, color, or handicap in accordance with applicable laws and regulations. The city has been fortunate to receive a high qualified pool of applicants whenever a position becomes available.

## **b. Audit Findings**

The City of Norwich has not received any adverse audit findings for any prior EPA grants.

## **c. Past Performance and Accomplishments**

### **i.) Previous EPA Grantee**

The City of Norwich has been fortunate to receive funding through EPA's Brownfields Grant Programs in the past. **All EPA Brownfield grants have been successfully closed and all outputs and outcomes are up to date in ACRES.** Successful Brownfield projects:

- **1999-Occum Park** -Prior 3 acre mill site successfully converted to a public park. EPA funding \$ 85,000 leveraging \$2.6 million from State and local sources.
- **1998-Capehart** –10 acre mill site, plans for mixed rate & affordable housing. EPA funding \$ 350,000. Completed Phase I/II/ III and RAP. Approximately \$1,000,000 in private funding invested by private developer through assignment of tax lien by city.
- **1998-Seders Scrap Yard** –Existing 3 acre scrap recycling facility on Thames River. Phase I and limited Phase II completed with remaining funds from Caperhart \$350,000 EPA grant.
- **2005-26 Shipping Street** –Former manufacturing business on parcel located near river. Proposed mix-use includes public access to river. EPA funds \$110,000 complete Phase I/ II.
- **2008-26 Shipping Street** –EPA cleanup funding in amount of \$200,000 with leveraged funds from city in amount of \$275,000.

City of Norwich, CT  
Threshold Criteria Documentation Reference

1. **Applicant Eligibility:** The City of Norwich, Connecticut is a General Purpose Unit of Local Government as defined under 40 CFR Part 31.
2. **Letter from the State or Tribal Environmental Authority:** Please see the attached letter from the Department of Energy and Environmental Protection (DEEP).
3. **Community Involvement:** Per the application, in addition to working with other government agencies and businesses mentioned on pages 10 & 11 in the narrative, the City of Norwich will provide the following to ensure an engaged community:

Norwich conducted extensive community engagement as part of the Area-Wide Brownfields Study and in anticipation of Brownfield funding. exhibition of Norwich's Brownfields entitled, *Arrested Development: Norwich's Brownfields*, a panel discussions regarding the environmental and economic threat Brownfields pose, and multiple City Council and neighborhood presentations regarding activity updates and plans.

Additional engagement activities for this project will include the Community Development Office collaborating/partnering with City departments, community agencies, and faith-based organizations to coordinate educational outreach efforts while soliciting public input. The project will provide a minimum of four public meetings per year regarding process, activity and updates. These meetings will also work to inform the City of any significant community concerns. Notices of meetings will be well advertised in local papers and be placed in public places such as the library, the Senior Center and City office buildings. All meetings will be held at times and locations convenient to the community. Special outreach efforts will attempt to involve community members who have difficulty attending the meetings. Additional meetings may be scheduled with individual community-based organizations as requested. The City will also do communication through the following resources:

- **Norwich Public Utilities:** City owned utility company (148 year partnership) will provide information through monthly bill mailings and newsletters. At the same time, the City will also promote energy efficiency audits and weatherization activities through the Home Energy Solutions (HES) program. This program works to help reduce the overall carbon foot print, benefit low-to-moderate income residents financially, and is an added incentive for business relocation/expansion projects.
- **ESL: Adult Education/Literacy Volunteers:** (11 year partnership). Our experience has been that in order to improve information flow to those property owners/renters with limited English proficiency working with our English as a Second Language programs offered by Board of Education/Norwich Adult Educ. and Literacy Volunteers is crucial. These organizations work with the highest non-English speaking populations and coordinated outreach activities are instrumental
- **Other Currently Engaged Collaborations:** Norwich Human Services (City Department), Catholic Charities (15 year partnership), NAACP (50 year partnership), Norwich Area Clergy Association (NACA) (9 year partnership), Neighborhood Revitalization Zones (NRZs) (13 year partnership), 12 Block/Neighborhood watches (2 year partnership), and Norwich Property Owners Association (8 year partnership), School Readiness Council, CT Department of Economic and Community Development (DECD), and local Financial

Institutions - Dime, People's United Bank, Bank of America, Chelsea-Groton, Eastern Federal Savings

Notices and information will be presented in the following manner to reach residents:

- Adult Education/English as a Second Language Classes (limited English proficiency)
- Public Service Announcements (PSAs) in regional as well as culturally/language specific newspapers
- Public access television scrolling marquee and televised meetings
- City of Norwich & Norwich Property Owners Association (landlord organization) websites
- Mailings to individuals owing or renting homes within 100 feet of properties

The three most predominant cultural/language barriers involve the Haitian Creole, Hispanic (Spanish) and Asian communities. In addition to utilizing cultural relevant media outlets, the City will retain *Diversity Outreach Specialists* representing these communities to provide accurate translation(s).

**4. Site Eligibility (site specific only): N/A**



ESTABLISHED 1659

## CITY OF NORWICH

CONNECTICUT

JOHN BILDA  
ACTING CITY MANAGER  
(860) 823-3747

100 Broadway  
Norwich, CT 06360  
Fax (860) 885-2131

December 9, 2015

Mark R. Lewis  
Brownfields Coordinator  
Connecticut Department of Energy & Environmental Protection  
Office of Constituent Affairs and Land Management  
79 Elm St.  
Hartford, CT 06106-512

Re: EPA Assessment Grant "State Letter"

Dear Mr. Lewis:

The City of Norwich is applying for a Brownfields Assessment Grant from the US EPA and to satisfy the FY 2016 Grant Application requirements is requesting a "State Letter" acknowledging that the department is aware of our intent to apply for the grant.

The City is applying for a \$400,000 Community-wide Assessment Grant. We are requesting the funding for assessments of hazardous substances, pollutants or contaminants and petroleum sites. Our intent is to use the grant proceeds for site characterization including Phase I, Phase II and Phase III Environmental Site Assessments and Remedial Planning. The intent will be to conduct and/or oversee assessment related activities if funds are awarded by EPA.

In 2012, the City of Norwich self-funded an area-wide Brownfield plan which enumerated multiple Brownfield sites. It is anticipated that this round of funding will focus on the three primary target areas mentioned in this plan: 1) Chestnut Street Mills, 2) Shipping Street Waterfront Area, and 3) Ponemah Mills.

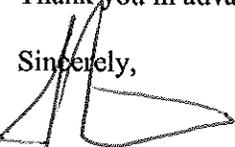
The Applicant is Mayor Hinchey and the contact for any questions is Peter Davis. The contact information is below:

Mayor Debercy Hinchey  
City of Norwich  
City Hall  
100 Broadway  
Norwich, CT 06360  
(860) 823-3742  
E-mail: [mayorsoffice@cityofnorwich.org](mailto:mayorsoffice@cityofnorwich.org)

Peter W. Davis  
Director of Planning  
23 Union Street  
Norwich, CT 06360  
(860) 823-3767  
E-mail: [pdavis@cityofnorwich.org](mailto:pdavis@cityofnorwich.org)

Thank you in advance for your response to this request in support of our application.

Sincerely,



John Bilda  
Acting City Manager



Department of Economic and  
Community Development

**Connecticut**  
still revolutionary

**Tim Sullivan**  
Deputy Commissioner

September 10, 2015

Mr. John Bilda  
Acting City Manager  
City of Norwich  
100 Broadway  
Norwich, CT 06360

Re: 26 Shipping Street Assessment

Dear Mr. Bilda:

The Department of Economic and Community Development is pleased to submit a proposal for financial assistance in support of the City of Norwich's plans to complete an environmental site assessment (ESA) on real property located 26 Shipping Street, Norwich, CT. The following pages contain a project description and supporting details of a financial assistance package developed jointly between your staff and ours.

This proposal represents Governor Malloy's continuing commitment to support Connecticut's municipalities and we are pleased to have an opportunity to work with you on this project. The success of your project and your community are important to us.

Our staff will continue to be available to you and your staff throughout the duration of the project. If you have any questions concerning this proposal please contact Ned Moore, your Project Manager, at 860.270.8148.

Sincerely,

Tim Sullivan  
Deputy Commissioner

**Agreed and Accepted By:**

**The City of Norwich**

\_\_\_\_\_  
John Bilda, Acting City Manager

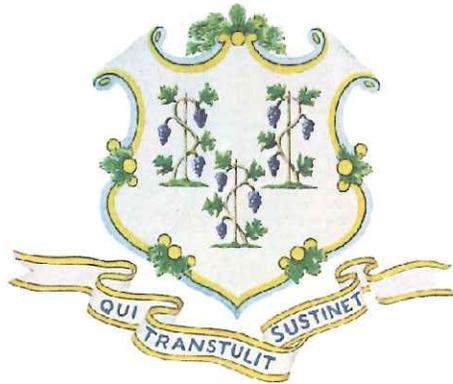
\_\_\_\_\_  
Date

# State of Connecticut

Governor Dannel P. Malloy

## Department of Economic and Community Development

Commissioner Catherine H. Smith



## Financial Assistance Proposal

For

## Shipping Street Site Assessment

City of Norwich

September 2015

Ver. 9.14.Mun

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## BACKGROUND

**Applicant Description:** The City of Norwich is located in Southeastern Connecticut in New London County and is situated at the confluence of the Shetucket, Yantic and Thames Rivers. During the 1700s, Norwich became an important colonial seaport, due to its direct access to Long Island Sound. The power of the three rivers was harnessed to support construction of mills, which supported the growth of a number of other businesses such as rope making, gun manufacturing, textile production and iron works. The abundant water power and busy port activity set the stage for significant growth during the industrial revolution. There were a number of large mills constructed that operated in various sections of the city. Norwich had all the ingredients to support strong economic growth and in 1860 was the third largest city in Connecticut, exceeded only by New Haven and Hartford. Norwich evolved with defined village centers around the mills – a pattern that is still visible today. With a 2010 population of over 40,000, Norwich is now the largest municipality in Southeastern Connecticut.

**Project Description:** This is a \$200,000 Brownfield Grant to the City of Norwich to fund an environmental site assessment (ESA) for real property located at 26 Shipping Street, Norwich. When the areas of concern (AOCs) are delineated, the site will be remediated and redeveloped as surface parking infrastructure to support the boat launch facility to be constructed at 1 Terminal Way.

## SOURCE AND USE OF FUNDS

Sources of Funds	
City of Norwich	\$ 35,000
DECD – Brownfield, Sec. 32-763	200,000
<b>Total</b>	<b>\$ 235,000</b>

Use of Funds	
Assessment	\$ 125,000
Remediation	50,000
DECD Legal	5,000
Norwich Legal	5,000
Administration	30,000
Contingency	20,000
	<b>\$ 235,000</b>

*\* The figures above may be amended from time to time through requests for revisions to the Project Financing Plan and Budget, as approved by the Department of Economic and Community Development.*

## FINANCIAL ASSISTANCE PROPOSAL

This financial assistance proposal is based upon the commitment of the City of Norwich, (hereafter, the "Applicant"), to implement the project as described herein. The State of Connecticut, acting through the Department of Economic and Community Development (hereafter, "DECD") and under the provisions of Sec. 32-763 of the C.G.S proposes a

financial assistance package consisting of a grant in the total amount of \$ 200,000. DECD financial assistance shall not exceed \$200,000 as described in this proposal and as set forth in the most recently approved Project Financing Plan and Budget. The components of this financial assistance are outlined below:

<b>Applicant:</b>	City of Norwich	
<b>DECD Financing:</b>	\$200,000	Grant
<b>Amount and Use of DECD Funds:</b>	\$ 125,000	Assessment
	50,000	Remediation
	20,000	Contingency
	<u>5,000</u>	DECD Legal
	<b>\$ 200,000</b>	<b>TOTAL</b>

### ENVIRONMENTAL COMPLIANCE

#### Environmental Condition of the Real Property

As determined by DECD, the environmental site assessments, survey, reports and remedial action plans will be prepared for real property subject to project activities. A professional firm licensed to practice in the State of Connecticut shall prepare the reports. The scope of investigations and report shall conform to the applicable Department of Environmental Protection laws and regulations, and the applicable American Standards for Testing Materials document standards. Copies of all reports shall be made available to DECD.

If the Applicant and/or other parties for the subject properties within the project area have conducted Environmental Site Assessments, copies of such documents must be submitted to DECD.

### ADMINISTRATIVE AND PROJECT MONITORING PLAN

The Applicant shall be required to submit to the DECD a project administration plan, acceptable to the DECD, that describes how they will document and monitor the financial and construction oversight of the State funds as required by the Assistance Agreement and as approved in the DECD's Project Financing Plan and Budget. The purpose of the plan is to assure the completion of the project within the approved Financing Plan and Budget and the appropriate use of State funds. The plan should address how State funds will be disbursed in conjunction and in accordance with all contractual agreements. The plan should include the process that they will undertake to approve payment requisitions and project construction change orders.

### REPORTING

#### Project Audit

Each Applicant subject to a federal and/or state single audit must have an audit of its accounts performed annually (see Schedule A). The audit shall be in accordance with the DECD Audit Guide (located at <http://www.ct.gov/ecd/cwp/view.asp?a=1096&q=249676>) and the requirements established by federal law and state statute. All Applicants not subject to a federal and/or state single audit shall be subject to a Project-specific audit of

its accounts within ninety (90) days of the completion of the Project or at such times as required by the Commissioner. Such audit shall be in accordance with the DECD Audit Guide. An independent public accountant as defined by generally accepted government-auditing standards (GAGAS) shall conduct the audits. At the discretion and with the approval of the Commissioner, examiners from the Department of Economic and Community Development may conduct Project-specific audits.

The completion of the project will be determined by the end date of the most recently approved Project Financing Plan and Budget.

#### **Semi-Annual Project Financial Statements**

The Applicant will also be required to provide unaudited Balance Sheet and cumulative Statement of Program Cost to the Commissioner in the approved DECD project statement format as outlined in the most current Accounting Manual located at <http://www.ct.gov/ecd/cwp/view.asp?a=1096&q=249670> (see accounting manual financial statements). This information shall be due within 30 days after June 30<sup>th</sup> and December 31<sup>st</sup> until the Project Financing Plan and Budget expires.

#### **Project Progress Reporting**

The Applicant shall submit quarterly project milestone and progress reports acceptable to the DECD. These reports shall delineate progress in the area assessments until Final reports are completed and accepted by the Department of Energy and Environmental Protection. The reports will be due Beginning October 1, 2015 and will be required to be provided quarterly, until the expiration of the Project Financing Plan and Budget.

### **REQUIRED DOCUMENTS**

The Applicant must provide the following required documents prior to contract closing. No financial assistance agreements will be signed by DECD until all required documents have been received, which include the following

- NA

### **PROJECT START/END DATE**

For purposes of this proposal this project will have a start date of July 14, 2015, and any eligible Applicant project expenditures after that date will be permitted as part of the project. The end date of the project will be determined by the most recently approved Project Financing Plan and Budget.

### **EXPIRATION**

The Applicant must accept this proposal no later than 15 calendar days after the date of proposal. In the event the DECD does not receive the acceptance of this proposal by the aforementioned date, the offer will be considered null and void and withdrawn.

### **INSTANCES OF DEFAULT**

If funding for the project is approved, the Assistance Agreement between DECD and the Applicant may be subject, but not limited to the following default provisions: breach of agreement, misrepresentation, receivership or bankruptcy, condemnation or seizure, lack of adequate security, violation of terms in other project documents. In addition to

repayment in full of the funding, DECD's remedies may include, but not be limited to, the ability to collect an additional 5% in liquidated damages on the total amount of financial assistance, and to charge a 15% per annum rate of interest on financing provided.

#### **CLOSING AND TRANSACTION COSTS**

The Applicant shall be responsible for the payment of all necessary and appropriate costs associated with this transaction, whether or not a closing takes place, including but not limited to the State's attorneys fees and other such costs incurred by the State or associated with securing the State Financial Assistance. Such costs may also include reasonable attorney fees, appraisal costs, and other possible fees and costs related to the closing. No financing will be provided until the Applicant has paid DECD's legal fees.

#### **LABOR COMPLIANCE**

##### **Nondiscrimination**

The Applicant will comply with Connecticut General Statutes section 4a-60, as may be amended, which prohibits the Applicant from discriminating or permitting discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, mental disability, or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut.

The Applicant will comply with Connecticut General Statutes section 4a-60a, as may be amended, which prohibits the Applicant from discriminating or permitting discrimination against any person or group of persons on the grounds of sexual orientation.

##### **Affirmative Action**

The Applicant will comply with Connecticut General Statutes Section 4a-60, which prohibits the Applicant from engaging in or permitting discrimination in the performance of the work involved as well as requires that the company take affirmative action to ensure that all job applicants with job related qualifications are employed and that employees are, when employed, treated in a nondiscriminatory manner.

##### **Executive Order Number Three**

The Applicant will comply with Executive Order Number Three, which gives the State Labor Commissioner continuing jurisdiction over Agreement performance in regard to nondiscrimination. It empowers the State Labor Commissioner to cancel, terminate or suspend the Assistance Agreement for violation of or noncompliance with the order or any state or federal law concerning nondiscrimination.

<http://www.cslib.org/exeorder3.htm>

##### **Executive Order Number Sixteen**

The Applicant will comply with Executive Order Number Sixteen, of Governor John G. Rowland promulgated August 4, 1999, regarding Violence in the Workplace Prevention. The Assistance Agreement may be cancelled, terminated or suspended by the State for

violation or noncompliance with said Executive Order No. Sixteen.  
<http://www.ct.gov/governorrowland/cwp/view.asp?A=1328&Q=255942&pp=12&n=1>

#### **Executive Order Number Seventeen**

The Applicant will comply with Executive Order Number Seventeen, which gives the State Labor Commissioner and DECD joint and several jurisdiction in respect to Agreement performance in regard to listing all employment openings with the Connecticut Employment Service. <http://www.cslib.org/exeorder17.htm>

#### **WITHDRAWAL OF FINANCIAL ASSISTANCE PROPOSAL**

Notwithstanding any other provisions of this proposal, the State, in its discretion, may elect to withdraw this proposal and withhold payment of funds if:

- The Applicant shall have made to the State any material misrepresentation in the project data supporting the funding request, in the application or any supplement thereto or amendment thereof, or thereafter in the agreement, or with respect to any document furnished in connection with the project; or
- The Applicant shall have abandoned or terminated the project, or made or sustained any material adverse change in its financial stability and structure, or shall have otherwise breached any condition or covenant, material or not, in this proposal and/or thereafter in the agreement.

#### **ADDITIONAL TERMS AND CONDITIONS**

- A. The Applicant acknowledges that the obligation of DECD to provide the financial assistance set forth herein is subject to the normal State approval process, including but not limited to approval by the State Bond Commission, and may be subject to review and approval of any documentation by the Attorney General as to form and substance.

The State financial assistance will be subject to the standard terms and conditions established by DECD for financial assistance under the Brownfield Grant Program, Sec. 32-763 of the Connecticut General Statutes. The Applicant will enter into an Assistance Agreement with the State of Connecticut, acting through DECD, which will contain but not be limited to provisions of this proposal, and set forth the terms and conditions of the state financial assistance, and will execute and/or deliver such other documents, agreements, and instruments as DECD may require in connection with the State financial assistance or any required security.

This proposal is not a contract by the State of Connecticut or the Applicant. The State shall not be bound until a contract has all approvals required by law, and is executed in accordance with all applicable State procedures.

- B. The Applicant shall provide to the state a list of all environmental assessments and projects undertaken on the site within the last fifteen (15) years. The reports shall be made available for inspection upon request by the Commissioner of DECD.

## **DECD CONTACTS**

**Project Manager:** Your Project Manager is responsible for coordinating all aspects of your project as it moves forward. Please consider the development manager as your main point of contact throughout the life of your project.

**Contact: Ned Moore**

Phone #: **860.270.8148**

**Director:** Your Director is also available to you at any time for issues pertaining to all aspects of your project.

**Contact: Tim Sullivan**

Phone #: **860.270.8040**

**CLIENT OBLIGATION CHECKLIST**

The following is a brief outline of the documents that will be required to be provided by the municipality over the life of the agreement. This is not an attempt to define all of the terms and conditions as outlined in this proposal, but to provide a snapshot of the requirements.

General Requirement	Comment	Y E A R S										Status
		1	2	3	4	5	6	7	8	9	10	
State Single Audit (if applicable for non-profits/municipalities) – See Schedule B	Due within 180 days of FYE until all project funds are expended	X	X	X								
Unaudited balance sheet and Cumulative Statement of Program costs	Due every six months until project is complete	X	X	X								
Narrative Reports / Updates	Quarterly	X	X	X								

\_\_\_\_\_  
Applicant Initials

\_\_\_\_\_  
Date

**NEXT STEPS**

The enclosed documents, accompanying this financial assistance proposal, must be completed and returned to DECD within 15 calendar days of acceptance of this assistance proposal.

- \* Project Financing Plan and Budget
- \* Municipal Resolution

Please return the signed acceptance letter and initialed Client Obligation Checklist to:

Department of Economic and Community Development  
Office of Brownfields Remediation and Development  
505 Hudson Street  
Hartford, CT 06106

**Attn: Ned Moore, 4<sup>th</sup> Floor**

## SCHEDULE A

**TO:** Municipal or Nonprofit Agency Grantee – DECD Program

**FROM:** Michael J. Lettieri, Community Development Director  
Office of Financial Review and Special Projects

**SUBJECT:** DECD and State Single Audit Submission Requirements

---

Pursuant to Sections 4-230 through 4-236, as amended, of the Connecticut General Statutes, each municipality, audited agency, tourism district and not-for-profit organization that expends state financial assistance equal to or in excess of three hundred thousand dollars in any fiscal year of such nonstate entity beginning on or after July 1, 2009, shall have a single audit made for such fiscal year in accordance with the provisions of the above-referenced General Statutes. If total state financial assistance expended for the fiscal year is for a single state program, a program-specific audit may be conducted in lieu of a single audit.

Copies of the state single audit report package must be filed with the state grantor agencies, the cognizant agency and pass-through agencies (if applicable). Submission of the report package must be made within 30 days of completion of the audit report, if possible, but no later than six months after the end of the audit period. For recipients with a June 30, 2005 fiscal year end, the filing deadline is December 31, 2005. Cognizant agencies must be notified of the Independent Auditor appointed to conduct the audit. Such notification must be made not later than thirty days before the end of the fiscal year of the entity to be audited.

The Office of Policy and Management is the cognizant agency for municipalities, tourism districts, other quasi-governmental entities and nonprofit organizations under the State Single Audit Act. The Dept. of Economic & Community Development is the cognizant agency for Housing Authorities. Your Cognizant Agency has the authority under C.G.S. Section 7-393 and State Single Audit Regulations to grant an extension for filing an audit report past the statutory deadline. In order for such an extension to be considered, an Audit Submission Extension Request Form must be submitted to the cognizant agency no later than 30 days prior to the required filing date. Both the independent auditor and the Chief executive officer of the audited entity must sign the request. If the reason for the extension relates to deficiencies in the entity's accounting system, a corrective action plan must accompany the request. The request may be faxed to the cognizant agency as indicated on the request form.

The following is a list of the required components of a complete audited financial report package that must be filed by the deadline with your cognizant agency, each State agency that provides funding to you, such as the Dept. of Economic & Community Development, and pass-through agencies (if applicable):

1. The Audit Report on the Financial Statements of the auditee
  2. State Single Audit Report or program-specific audit report (if applicable)
  3. Federal Single Audit Report (if applicable)
  4. Municipal Audit Questionnaire (Municipalities & Audited Agencies)
-

5. Management Letter (if applicable)
6. Corrective Action Plan (if applicable)
7. Report on Compliance and on Internal Control over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards

The DECD requires that the DECD Audit Guide must be used in conjunction with a State Single Audit of DECD programs. The only additional requirements are that the DECD programs be tested for compliance with laws and regulations using the compliance supplements contained in Appendix A of this guide and that the financial statement format outlined in Exhibit 4-2 of the guide be followed. The DECD *Consolidated Audit Guide for DECD Programs* is available at the following Website: <http://www.ct.gov/ecd> under Miscellaneous Publications.

State Single Audit Regulation Sec. 4-236-28, states, “In cases of continued inability or unwillingness to have a proper audit conducted of a program in accordance with these regulations, **state agencies** shall consider appropriate sanctions concerning the program including but not limited to:

- (a) withholding a percentage of awards until the audit is completed satisfactorily;
- (b) withholding or disallowing overhead costs; or
- (c) suspending state awards until the audit is completed”.

Any nonstate entity, which fails to have the audit report filed on its behalf within six months after the end of its fiscal year or within the time granted by the cognizant agency, may be assessed a civil penalty of not less than \$1,000 but not more than \$10,000.

While these are strong measures and in most instances not needed, they define the measures that state agencies and OPM may take to ensure that those grantees receiving state financial assistance submit timely and appropriate audit reports.

In summary, as a grantee of a DECD program, please file the following documents as applicable with DECD and OPM by the dates indicated:

**File the following with the state grantor agency – [DECD, Office of Financial Review and Special Projects, 505 Hudson Street, Hartford, CT 06106]:**

- *Complete Audit Reporting Package if your entity is subject to filing a State Single Audit (must be submitted within 30 days of completion but no later than the filing period deadline),*
- OR
- *State Single Audit Exemption Notification Form if your entity is exempt from filing a State Single Audit (submit as soon as possible after fiscal year end but no later than six months after your fiscal year end)*

**File the following with your cognizant agency – [OPM, Intergovernmental Policy Division, Municipal Finance Services, 450 Capitol Avenue - MS-54MFS, Hartford, CT 06106]:**

- *Auditor Notification Form (submit no later than thirty days before the end of the fiscal year of the entity to be audited)*

- *Extension Request For Filing Financial and State Single Audits* if the audit cannot be filed by the due date (*submit at least 30 days prior to the end of the six-month filing period*)
- *Complete Audit Reporting Package* if subject to filing State Single Audit (*submit within 30 days of completion but no later than the filing period deadline*),
- *State Single Audit Exemption Notification* Form (submit as soon as possible after fiscal year end if you determine that your organization was not subject to the State Single Audit Act but no later than six months after your fiscal year end)

If you have any questions please contact Steve Pons at (860) 270-8209.

Thank you for your attention to these matters.

Attachments:

- Extension Request for Filing Financial and State Single Audit Form
- Appointment of Auditor Notification Form
- State Single Audit Filing Exemption Notification Form

**EXTENSION REQUEST FOR FILING  
FINANCIAL AND STATE SINGLE AUDITS**

Pursuant to C.G.S. 7-393 and/or S.S.A. Regulation 4-236-25, a \_\_\_\_\_ day extension  
(Number of days)\*  
for filing the \_\_\_\_/\_\_\_\_/\_\_\_\_ Audited Financial Statements \_\_\_\_ State Single Audit \_\_\_\_ is  
(Fiscal Year Ended) (Check applicable reports)  
requested until \_\_\_\_/\_\_\_\_/\_\_\_\_ for \_\_\_\_\_  
(New filing date) (Name of entity)

Entity Federal Employer Identification Number (FEIN): \_\_\_\_\_

Entity Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact Person & Title \_\_\_\_\_

Telephone ( ) \_\_\_\_\_ Facsimile ( ) \_\_\_\_\_ Email \_\_\_\_\_

**Special Reasons For the Request:**

**List State Agency(s) providing funds**  
**(To be completed by entity receiving funds)** \_\_\_\_\_

**Requested by:**  
*Independent Accountant or Accounting Firm* \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Zip \_\_\_\_\_

Telephone ( ) \_\_\_\_\_ Facsimile ( ) \_\_\_\_\_ Email \_\_\_\_\_

\_\_\_\_\_  
Independent Auditor's Signature Date \_\_\_\_\_ Auditee CEO's Signature Date \_\_\_\_\_

**Mail or Fax (860) 418-6493 To OPM at least 30 days prior to the end of the 6-month filing period.**

<p><b><u>FOR OPM ACTION ONLY</u></b></p> <p>Extension Approved _____ Denied _____ Date ____/____/____ For OPM _____</p> <p>Date Auditor Notified: ____/____/____ Date State Agencies Notified: ____/____/____</p> <p>Comments _____</p>
---

\* Requests for extensions should not exceed 30 days per request.

<http://www.opm.state.ct.us/igp/services/Audits.htm>

**APPOINTMENT OF AUDITOR NOTIFICATION**

**To:** *Office of Policy and Management*  
Intergovernmental Policy Division  
Municipal Finance Services  
450 Capitol Avenue – MS-54MFS  
Hartford, Connecticut 06106-1308  
Tel.(860) 418-6400 Fax (860) 418-6493 E-Mail [lori.stevenson@po.state.ct.us](mailto:lori.stevenson@po.state.ct.us)

**From:** Entity Name \_\_\_\_\_  
Entity Address \_\_\_\_\_  
\_\_\_\_\_ Zip \_\_\_\_\_  
Federal Employer Identification Number (FEIN) \_\_\_\_\_  
Chief Fiscal Officer (Municipal) \_\_\_\_\_  
Executive Director (Nonprofit) \_\_\_\_\_  
Telephone (with area code) \_\_\_\_\_ Facsimile \_\_\_\_\_  
Internet E-Mail Address \_\_\_\_\_  
Chair, Board of Directors (Nonprofit) \_\_\_\_\_  
Telephone Number of Bd. Chairman \_\_\_\_\_

The following information is furnished in compliance with Connecticut General Statutes 7-396 and/or 4-232:

1. Independent Accountant or Accounting Firm Performing the Audit:

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Zip \_\_\_\_\_

State of CT Board of Accountancy CPA Firm Permit to Practice Number \_\_\_\_\_

Contact Person & Title \_\_\_\_\_

Telephone (with area code) \_\_\_\_\_ Facsimile \_\_\_\_\_

Internet E-mail Address \_\_\_\_\_

2. Fiscal Period(s) of Audit From \_\_\_\_\_ To \_\_\_\_\_, From \_\_\_\_\_ To \_\_\_\_\_

3. Appointment Date of Auditor \_\_\_\_\_

4. Name/Title of Appointing Authority \_\_\_\_\_

**<http://www.opm.state.ct.us/igp/services/Audits.htm>**

[ORGANIZATION'S LETTERHEAD]

STATE SINGLE AUDIT  
FILING EXEMPTION NOTIFICATION

Date: \_\_\_\_\_

Lori Stevenson, Executive Secretary  
Municipal Finance Services  
Office of Policy and Management  
450 Capitol Avenue MS#54MFS  
Hartford, CT 06106-1308

Dear Ms. Stevenson,

This letter is to inform the Office of Policy and Management that for our fiscal year, which ended \_\_\_\_\_, the total expenditures of State financial assistance was less than \$300,000 for any fiscal year beginning on or after July 1, 2009. Total expenditures of State Financial Assistance for all programs was \$ \_\_\_\_\_.

Based on the guidelines of C.G.S. 4-231(b), we are exempt from filing a State Single Audit for this fiscal period. If you have any questions please contact:

Contact Person: \_\_\_\_\_

Name of Nonprofit: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Zip \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ Facsimile ( ) \_\_\_\_\_ Email \_\_\_\_\_

Very truly yours,

\_\_\_\_\_  
Chief Executive Officer

\_\_\_\_\_  
Chief Financial Officer

cc: Michael J. Lettieri, Community Development Director  
Office of Financial Review and Special Projects  
Department of Economic and Community Development  
505 Hudson Street  
Hartford, CT 06106

**This form may be returned to OPM by facsimile (860) 418-6493 and DECD by facsimile (860) 270-8200.**  
<http://www.opm.state.ct.us/igp/services/Audits.htm>



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*Mohegan Tribe*  
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## ECONOMIC DEVELOPMENT

77 MAIN STREET  
NORWICH, CT 06360  
860.887.6964  
▶ askncdc.com

December 1, 2015

Mr. John Bilda  
Acting City Manager  
City of Norwich  
100 Broadway  
Norwich, Connecticut 06360

Subject: Brownfield Application

Dear Mr. Bilda:

On behalf of the Norwich Community Development Corporation, I am pleased to submit this letter in support of the City of Norwich's grant application for Federal EPA Brownfield and Petroleum Assessment funds. NCDC is a not for profit economic and community development agency, led by business and civic leaders, and has over fifty years of experience in creating opportunities for business. NCDC is the designated development agency for Norwich and has been responsible for a number of development initiatives in Norwich including the creation of over 45 business locations, 1.7 million square feet of space and over 2,300 jobs in the Stanley Israelite Business Park; the Mercantile Exchange building - a 100,000 square foot class A office building and the Norwich Superior Courthouse - both constructed in the heart of historic downtown Norwich.

As the economic development arm of the City, we are acutely aware of the impediments that environmentally contaminated sites present to the City's efforts to achieve our economic development goals. From the City's perspective, brownfields detract from the quality of life in our city and represent a significant lost opportunity, both in terms of vast areas of useable land as well as the inability to generate jobs and tax revenue from within our own city limits. We need to focus on reclaiming these sites and making them productive again in order to reduce the tax burden on our citizens, reduce the stress on municipal services, create more efficient patterns of development, create opportunities for new jobs, and improve our quality of place - factors which all play a key role in our ability to attract new investment and become competitive in the world market.

NCDC can help reduce obstacles to brownfield cleanup by raising external awareness and actively marketing brownfield sites. We can continue provide a venue for discussion of brownfield and petroleum sites and assist with the development of logical and programmatic approaches to redeveloping the sites. This includes hosting meetings with City administration and staff as well as the public, assist with leveraging other funding sources to further the program, providing staff support if necessary, use of our website to get information out to the public about the assessment programs and provide links to other sites for public education. Perhaps one of our largest opportunities to contribute is through our continual outreach to developers and development consultants in an effort to improve our community.

We are looking forward to working with you in the future to take back these amazing properties to enable us again to have a beautiful and economically-sound city.

Robert Mills  
President



CITY OF NORWICH  
Redevelopment Agency

Alan H. Bergren  
City Manager  
City Hall  
100 Broadway  
Norwich, CT 06360

Dear Mr. Bergren:

The City of Norwich Redevelopment Agency was established by ordinance in 1952 and is charged with carrying out the purposes of the Redevelopment Act, as specified in the Connecticut General Statutes, Sections 8-124 through 8-139. Mayor Nystrom and the City Council have placed the responsibility of addressing issues associated with Brownfield and Petroleum sites with the Redevelopment Agency.

The Norwich Redevelopment Agency is responsible for addressing brownfield sites within the city, as part of our duties to carry out the purposes of the Redevelopment Act. We have just completed an Area-Wide Plan to prioritize the brownfields sites, based on which sites are most likely to create jobs. These are the sites which will make the most significant contribution to the revitalization of the city when they are returned to productive use.

In order to bring new business and jobs to the City of Norwich, it's necessary to have space for the businesses to locate. Our best commercial and industrial sites are brownfields, so assessing, remediating and redeveloping these sites is the City's best option for growing jobs and businesses. Receiving EPA assessment funds will allow us to move forward quickly with the next steps on redeveloping these priority sites.

The Redevelopment Agency has been conducting public meetings, reaching out through our local press and involving other key City agencies and stakeholders in the current process. As the lead "Brownfield" agency in the City, we are committed to dedicating our time and resources in order to continue to coordinate and facilitate this very important project.

The opportunity to secure EPA assessment funds will dovetail with our work plan to continue the process of planning, in order to deal with contaminated sites in a logical and organized manner.

Sincerely,

Marjorie Blizzard, Chair  
Norwich Redevelopment Agency



## SouthEastern Connecticut Enterprise Region

19B Thames Street • Groton, Connecticut 06340

Telephone: 860-437-4659

Facsimile: 860-437-4662 • E-mail: [secter@secter.org](mailto:secter@secter.org)

December 15, 2015

Mayor Deberey Hinchey  
City of Norwich  
100 Broadway  
Norwich, CT 06360

RE: Grant Application for Brownfield Assessment Funding

Dear Mayor Hinchey,

seCTer is pleased to participate in the City of Norwich's 2016 application for EPA Brownfield Assessment funding. seCTer's mission is to promote and preserve the region's attractiveness, to encourage new businesses, and to assist and to nurture existing and expanding local enterprises. Norwich has many unused and neglected old mill sites in very desirable locations that not only diminish the vitality of surrounding neighborhoods, but also restrict growth of the City's potential tax base. Redevelopment of these former mill sites depends heavily on an investor/developer's understanding of the environmental barriers associated with developing these properties.

seCTer is the Economic Development District (EDD) for the region, and are responsible for submitting the CEDS (Comprehensive Economic Development Strategy) to the federal Economic Development Administration (EDA). The State of CT and Federal Economic Development Agency have both approved the CEDS as well as its goals and projects for the region. The environmental remediation and re-use of target areas in Norwich are a priority for the region and falls under more than one of the CEDS Goals for sustainable economic development:

- Goal 3B2: Enhance the [region's] physical infrastructure, by providing sites...needed to support the Region's economic development priorities, specifically to "Expedite Reuse of Brownfield Sites." An action item recommended with this goal is to implement the Norwich Waterfront Development Plan with the first phase being "fund remediation for Shipping Street area."
- Goal 5E2: Enhance the region's quality of life in Urban Centers... by increasing shoreline access and water dependent transportation and recreation. Specific to this goal is to "develop and support new and improved recreational opportunities on the region's rivers," including the Thames, Yantic and Shetucket.

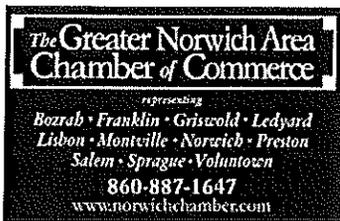
As a regional organization focusing on business development, we are very supportive of efforts by the City of Norwich and we will provide outreach to the business community as

well as host community round-table discussions throughout the grant period and longer in order to communicate future development concepts and ideas.

Sincerely,

A handwritten signature in black ink, consisting of a stylized, cursive 'C' followed by 'S MacKenzie'.

C. Stephen MacKenzie  
Executive Director



112 Main Street, Norwich, CT 06360  
860-887-1647 Fax 860-887-9238  
[www.norwichchamber.com](http://www.norwichchamber.com)

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— ■ —  
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Director of Operations

Jennifer Chauvin  
Operations Coordinator

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Mayor Deb Hinchey, City of Norwich  
Robert Mills, NCDC  
Kevin Skulczyck, Town of Griswold

December 14, 2015

The Honorable Deberey Hinchey, Mayor  
City Hall  
100 Broadway  
Norwich, CT 06360

**RE: Applications for Brownfield Assessment Grant**

Dear Mayor Hinchey,

The Greater Norwich Area Chamber of Commerce is the regional chamber of commerce for the northern half of New London County. Our membership is approximately 400 businesses strong, comprised of thousands of employees living throughout Eastern Connecticut.

Our offices are located in the City of Norwich and we are proud to have you as one of our members. As the largest municipality in Southeastern Connecticut, the City plays a vital role in both the local and regional economy.

According to the 2012 Area-Wide Brownfield Study completed using City general fund dollars, 133 brownfields were examined throughout the City and "...the total area of brownfield and petroleum sites exceeds 200 acres – 20% of the City's usable commercial space." Assessing and eventually cleaning these sites will be key to the economic future of Norwich and Southeastern Connecticut.

On behalf of The Greater Norwich Area Chamber of Commerce, please be advised that we wholeheartedly support the City of Norwich's request for assessment funding. The Chamber will provide a venue for the City to present assessment related activities to the business community as well as engage the business community in potential opportunities to redevelop the sites. Addressing concerns and involving members of the business community is essential in returning properties to the market, reducing environmental and health hazards and bringing jobs to the area. Physical space will be made available for community-wide presentations and print space will be reserved in our bi-weekly newsletter in order to increase communication.

Our support for the award of these grants is unwavering, and we urge those reviewing the applications to promptly approve and disburse the same.

Should you or anyone else have any questions regarding this letter, please do not hesitate to contact me.

Very Truly Yours,

Andrew Nollman  
Chairman, The Greater Norwich Area Chamber of Commerce



574 New London Turnpike • Norwich, CT 06360-6598  
860.215.9007 FAX: 860.215.9917

Office of the President

December 14, 2015

Mayor Debercy Hinchey  
100 Broadway  
Norwich, CT 06360

Dear Mayor Hinchey:

As President of Three Rivers Community College (TRCC) I write in support of Norwich's application for Brownfield funding.

According to [www.greendev.com](http://www.greendev.com), a known commercial development related website, businesses look at three major factors when considering expansion and/or relocation – proximity to major transportation routes; a trained/skilled workforce; and affordable operating costs. Norwich's ability to sustain and then grow the tax base relies upon capitalizing on these attributes.

Norwich offers excellent access to transportation routes, including water and rail. This provides us with the first factor. In terms of having a trained workforce, TRCC received a \$1.3 million U.S. Department of Labor grant to launch an advanced manufacturing training program. These funds will help Norwich meet the growing demand for high-tech manufacturing employees and achieve factor two. For factor three, Norwich has a competitive property tax rate and owns its own utility company providing some of the lowest rates in New England. Since more than 20% of available commercial property in the city may contain unknown levels of hazardous substances or petroleum related products, Norwich has difficulty meeting the needs of an expanding or relocating business. The EPA Assessment grant will allow the city to better understand the barriers preventing the return of these now vacant, abandoned and/or blighted properties to the market. This will lead to a stabilized tax base and future employment opportunities for its residents; thereby allowing Norwich and the region to be more competitive.

In addition to our advanced manufacturing training program, TRCC offers two Associates Degree level and two certificate level courses focusing on environmental engineering technology, including coursework on hazardous materials, sustainable landscape ecology and conservation and environmental regulations. It is with this coursework where we believe our partnership is greatest. The city will retain a Licensed Environmental Professional (LEP) who will provide workshops and training opportunities to students enrolled in these programs. This will allow students a "real life" or "hands-on" opportunity to apply principles learned in class. The city is also partnering with the local technical high school as part of this grant. We see a natural progression for the high school students engaged in the EPA grant to participate in an environmental training track at a collegiate level and we will work to help develop that relationship.

Mayor Debercy Hinchey  
December 14, 2015  
Page 2

Lastly, we will provide a venue to hold public forums where residents can participate and better understand current as well as future Brownfield related actions. This will also include convening manufacturers involved in our advanced manufacturing program so that they are aware of the availability of these parcels for future business expansion opportunities.

On behalf of the College, I thank you for the opportunity to partner with the City of Norwich and to help make an impact for our youth.

Sincerely,

A handwritten signature in cursive script, appearing to read "Mary Ellen".

Mary Ellen Jukoski, Ed.D.  
President

MEJ/ah



NORWICH  
TECHNICAL HIGH SCHOOL

Deberey Hinchey  
Mayor, City of Norwich  
100 Broadway  
Norwich, CT 06360

December 11, 2015

Dear Mayor Hinchey:

Thank you for the opportunity to partner with the City of Norwich on the assessment and potential rehabilitation of Brownfield sites in Norwich. You are to be commended for your efforts to reestablish the economic viability of these properties. The mission of the Connecticut Technical High School System states, in part, *responds to employers' and industries' current and emerging and changing global workforce needs and expectations through business/school partnerships*. The high number of brownfield sites in the state of Connecticut creates both an environmental and economic challenge that our students will have to contend with.

Our Physical Science curriculum promotes the understanding of the scientific process including the development of testable hypotheses, accurate collection of data, interpretation of the data, the ability to draw meaningful conclusions that are supported by the data and finally the ability to communicate the results in a variety of formats.

More specifically our curriculum includes the study of brownfield sites. The curriculum states in summary: *Some materials can be recycled, but others accumulate in the environment and may affect the balance of the Earth systems*. Our students are asked to 1) research a specific brownfield site in Connecticut to determine its history and the contaminants it contains. 2) Select a contaminant at the site and pose a question that can be answered through scientific investigation. 3) Write a general plan for the investigation including the independent and dependent variables to be studied, general procedures to be followed, and the data that will be collected.

I would like to lend my support for this grant application. Potential areas for collaboration between Norwich Tech and the City of Norwich include the following:

- The City of Norwich providing professional speakers (Licensed Environmental Professionals, geologists) to discuss the geology of the region, a Norwich Brownfield site

7 MAHAN DRIVE, NORWICH, CONNECTICUT 06360

TELEPHONE: (860) 889-8453 FAX: (860) 886-4632 WEB SITE: WWW.CTTECH.ORG/NORWICH

and various remediation techniques used to clean Brownfield sites. These presentations can be given to Physical Science classes at Norwich Tech.

- A field trips to a Brownfield site in Norwich to discuss the logistics of remediating specific contaminants with a field expert.
- Electronic collaboration between our students, teachers, and the Licensed Environmental Professionals. For example, when students are conducting the research described above, the licensed professionals could evaluate the student proposals and provide feedback regarding the viability of their proposals.

Sincerely,

A handwritten signature in black ink, appearing to read 'Nikitoula Menounos', written in a cursive style.

Nikitoula Menounos, Ed. D.  
Principal

## Greeneville NRZ

43 12<sup>th</sup> Street, Norwich, CT 06360  
(860) 908-5532 Daytime

Alan H. Bergren  
City Manager  
City Hall  
100 Broadway  
Norwich, CT 06360

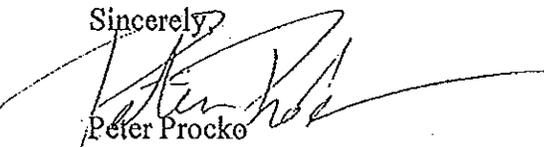
Dear Mr. Bergren:

The Greeneville Neighborhood Revitalization Zone (NRZ) was established in February 2001 and continues to play an active role in supporting economic development and quality of life issues in the neighborhoods of Greeneville and the City of Norwich. Greeneville is a historic village that was built around a number of mills dating back to the early 1800's. Unfortunately, the majority of these properties are now vacant, blighted and underutilized. Contamination from hazardous materials and petroleum products on such sites are obvious public health and safety concerns.

The Greeneville NRZ is in full support of the City of Norwich's current application for Hazardous and Petroleum Assessment funds through the EPA. We have had discussions with members of the City administration and planning staff and have offered to provide a venue for a public information sessions about Brownfield and Petroleum assessment programs. The sessions will include, but not be limited to residents and property owners. We feel that this forum will be an excellent opportunity to provide for public outreach and education. In addition, we will invite them back during and after assessments are completed in order to update the community. Engaging our community in the process of returning these sites to productive use is very important.

Should the City be awarded grant funds, the Greeneville NRZ is committed to providing whatever assistance we can to further the effort of assessing and cleaning up Brownfield and Petroleum sites within the City.

Sincerely,



Peter Procko

Chairman, Greeneville NRZ

Mr. Peter Davis  
Director of PE&D  
23 Union Street  
Norwich, CT 06360

Dear Mr. Davis:

The Norwich Area Clergy Association (NACA) was established in 1962 with a focus on bringing the City's many vibrant and religious-based community organizations together.

In Norwich, our cultural diversity has always been a source of strength and continues to play an active role in driving our local economy as well as quality of life. The NACA is a voluntary association representing 35+ local congregations (Protestant, Catholic, Jewish) and faith-based community service providers.

NACA is in full support of the City of Norwich's current application for Hazardous and Petroleum Assessment funds through the EPA. Our organization is representative of the diverse communities in Norwich and we would be happy to assist in outreach through newsletters and workshops available for our members/residents. We will also assist in providing a community venue before during and after assessments have been completed.

This will ensure residents of all socio-economic backgrounds are aware of the benefits and barriers related to this program. We feel that community involvement and understanding will be important to aide in returning these sites to productive use.

NACA is committed to assisting the City of Norwich in improving the lives of its residents as well as furthering the mission to assess and clean-up Brownfield sites within the City.

Sincerely,



Fr. Nicholas Dellermann



January 4, 2012

Jon L. Gant, Director  
Office of Healthy Homes and Lead Hazard Control  
U.S. Department of Housing & Urban Development  
451 7<sup>th</sup> Street, SW  
Washington, DC 20410

Re: 2012 Lead Based Paint Hazard Control Grant Program

Dear Mr. Gant:

I am writing on behalf of the City of Norwich, Connecticut's 2012 Lead Based Paint Hazard Control Grant Program application. As the local health department for the City of Norwich, the Uncas Health District provides environmental health and epidemiological lead investigations. In many cases, home-owners are referred to the Norwich Lead Program for support when a child has been identified with a poisoning and abatement or control measures are required by law. Due to the high percentage of older housing stock, and the growing number of children with risk factors that indicate a high probability of exposure and the resulting outcomes of lead absorption, we are confident that the program will continue to provide an invaluable benefit to the health of our children.

Sincerely,

  
Patrick R. McCormack, MPH

Director of Health

401 West Thames Street - Suite 108, Norwich, CT 06360  
Telephone No. (860) 823-1189 FAX No. (860) 887-7898  
E-Mail: [doh@uncashd.org](mailto:doh@uncashd.org)  
Internet: <http://www.uncashd.org>

Agreement Between  
The City of Norwich And  
Norwich Public Schools/Norwich Adult Education  
English for Speakers of Other Languages (ESOL) Program  
Concerning Proposed  
Norwich Lead Based Paint Hazard Reduction Program

Whereas,

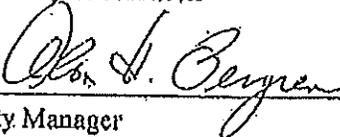
- The City of Norwich (the City) has some of the highest indication of lead poisoning in the State of Connecticut; and
- The U.S. Department of Housing and Urban Development (HUD) has made funding available through the Lead Based Paint Hazard Control Program; and
- Norwich Adult Education (Adult Education) is instrumental in removing barriers associated with residents who are predominately low-to-moderate income and have limited English proficiency; and
- Adult Education offers opportunities to improve the educational awareness and the participation level of those most at risk of lead based paint hazards.

IT IS THEREFORE RESOLVED THAT:

- 1) The City will apply for HUD funding through the Lead Based Paint Hazard Control Program for benefit to low and moderate income households and individuals in the City; and
- 2) Adult Education will work cooperatively with this program should funding be provided through HUD's Lead Based Paint Hazard Control Program; and
- 3) The role of Adult Education will be to help create a referral system for individuals with limited English proficiency and who are most at risk for lead related health concerns
- 4) The City will work together with Adult Education to
  - a. Help educate parents and children about lead based paint safety and healthy homes related information
  - b. Reduce lead poisoning in the City's population; and
  - c. Make housing units lead safe

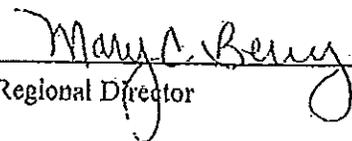
Agreed to by

For City of Norwich

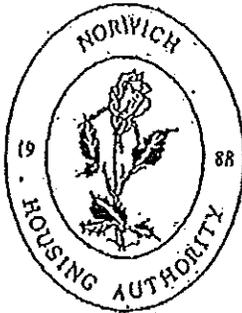
  
City Manager

1-18-12  
Date

For Norwich Public Schools, Norwich Adult Education

  
Regional Director

1-10-2012  
Date



## NORWICH HOUSING AUTHORITY

10 Westwood Park  
Norwich, CT 06360

(860) 887-1605  
FAX: (860) 889-3139

January 4, 2012

Mr. Gary A. Evans  
Community Development Supervisor  
City of Norwich  
23 Union Street  
Norwich, CT 06360

Re: Norwich Lead Based Paint Hazard Control Program

Dear Mr. Evans:

At the present time, the Norwich Housing Authority ("Authority") administers 514 Section 8 Housing Choice Vouchers. Individuals who possess a voucher live in various locations throughout the City of Norwich. The Authority has agreements with approximately one hundred ninety eight (198) landlords.

An apartment where Section 8 voucher holder wishes to reside is inspected by within the Authority or an outside contractor prior to the voucher holder moving into the unit. This review includes the issue of lead based paint. If a problem is found, the unit is not approved. In addition, an apartment where a Section 8 voucher holder lives is inspected by the Authority on an annual basis.

The City has determined that Norwich has some of the highest indication of lead paint issues in the State. Consequently, it is the Authority's understanding that the City is in the process of applying to the U.S. Department of Housing and Urban Development ("HUD") for funding for a lead based paint hazard control program ("program"). In particular, this program will benefit low and moderate income families in the City, as well as landlords who have or might have in the future a Section 8 voucher holder as a tenant.

The Authority will work cooperatively with the City with respect to the aforesaid program should HUD approve the grant. More specifically, the Authority will provide program information to existing or potential landlords that agree to house Section 8 voucher holders within the City. In turn, the City will offer incentives to such landlords to participate in the program.

The Authority looks forward to partnering with the City in order to improve and expand the existing housing stock in Norwich.

Very truly yours,

Charles C. Whitty  
Executive Director

CCW/jmd

 This is an Equal Opportunity Housing Program

TTY 1-800-842-0710

Agreement Between  
The City of Norwich And  
Norwich Public Utilities  
Concerning Proposed  
Norwich Lead Based Paint Hazard Reduction Program

Whereas,

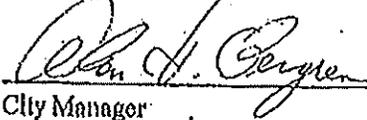
- The City of Norwich (the City) has some of the highest indication of lead poisoning in the State of Connecticut; and
- The U.S. Department of Housing and Urban Development (HUD) has made funding available through the Lead Hazard Control Program; and
- Norwich Public Utilities (NPU) is responsible for providing water, electricity and gas services to residents throughout Norwich
- NPU works to increase energy efficiency while reducing the related housing cost burden; and
- NPU administers energy audits, energy rebates and associated weatherization related activities for Norwich residents.

IT IS THEREFORE RESOLVED THAT:

- 1) The City will apply for HUD funding through the Lead Based Paint Hazard Control Program for benefit to low and moderate income households and individuals in the City; and
- 2) NPU will work cooperatively with this program should funding be provided through HUD's Lead Based Paint Hazard Control Program; and
- 3) The City will educate NPU staff around LBPHC programs and associated funding, thus helping to
  - a. Reduce lead poisoning in the City's population; and
  - b. Make housing units lead safe
- 4) The City will work with NPU to help increase energy efficiency, decrease housing cost burden and reach parents with children who may be affected by lead based paint and healthy homes related issues.

Agreed to by

For City of Norwich

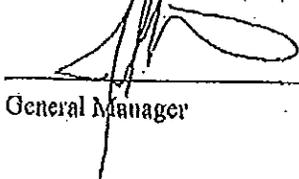


City Manager

Date

1-18-12

For Norwich Public Utilities



General Manager

Date

1-17-12

**Application for Federal Assistance SF-424**

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
--	--	--

* 3. Date Received: <input type="text" value="12/18/2015"/>	4. Applicant Identifier: <input type="text"/>
--	--

5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>
--	---

**State Use Only:**

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
---	---

**8. APPLICANT INFORMATION:**

* a. Legal Name: <input type="text" value="City of Norwich, Connecticut"/>	
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="066001888"/>	* c. Organizational DUNS: <input type="text" value="0606777470000"/>

**d. Address:**

* Street1: <input type="text" value="100 Broadway"/>
Street2: <input type="text"/>
* City: <input type="text" value="Norwich"/>
County/Parish: <input type="text"/>
* State: <input type="text" value="CT: Connecticut"/>
Province: <input type="text"/>
* Country: <input type="text" value="USA: UNITED STATES"/>
* Zip / Postal Code: <input type="text" value="06360-4416"/>

**e. Organizational Unit:**

Department Name: <input type="text" value="Ofc of Community Development"/>	Division Name: <input type="text"/>
--	-------------------------------------

**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix: <input type="text" value="Mr."/>	* First Name: <input type="text" value="Gary"/>
Middle Name: <input type="text" value="A."/>	
* Last Name: <input type="text" value="Evans"/>	
Suffix: <input type="text"/>	

Title: <input type="text" value="Director of Community Development"/>
---

Organizational Affiliation: <input type="text"/>
--

* Telephone Number: <input type="text" value="860-823-3770"/>	Fax Number: <input type="text" value="860-823-3715"/>
---	---

* Email: <input type="text" value="gevans@cityofnorwich.org"/>
--

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Environmental Protection Agency

**11. Catalog of Federal Domestic Assistance Number:**

66.818

CFDA Title:

Brownfields Assessment and Cleanup Cooperative Agreements

**\* 12. Funding Opportunity Number:**

EPA-OSWER-OBLR-15-04

\* Title:

FY16 Guidelines for Brownfields Assessment Grants

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

City of Norwich, CT 2016 Brownfields Assessment Grant

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="400,000.00"/>
* b. Applicant	<input type="text" value="47,500.00"/>
* c. State	<input type="text" value="200,000.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="647,500.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed: