

Mark B. Walter  
First Selectman

Emmett J. Lyman  
John J. Blaschik  
Selectmen

Office: 860-873-5020  
Fax: 860-873-5025  
Email: admin@easthaddam.org

## Selectmen's Office

TOWN OFFICE BUILDING  
EAST HADDAM  
CONNECTICUT  
06423



July 24, 2012

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

Subj: EAST HADDAM CENTER FOR COMMUNITY AGRICULTURE  
2013 STEAP GRANT APPLICATION

Dear Secretary Barnes,

Enclosed, please find two copies of the Town's application for funding through the 2013 Small Town Economic Assistance Program (STEAP).

The Town proposes to develop the Center for Community Agriculture ("the Center") at the Town-owned Harris Farm. The Center will serve as an agricultural business incubator for new farmers; a technical resource for new and existing agricultural businesses; and a community farm for area residents. We have been planning this project for better than a year and are eager to bring this facility into operation to create jobs, grow our economy and enhance food security.

Please don't hesitate to contact me at 860-873-5020 if you have any questions.

Sincerely,

Mark B. Walter  
First Selectman



State of Connecticut  
Office of Policy and Management  
STEAP Project Application, Analysis & Eligibility  
*Pursuant to Connecticut General Statutes Section 4-66g*

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

Applicant Town Town of East Haddam  
Town Address P.O. Box K, East Haddam Town Offices, East Haddam, CT 06423  
Project Address 218 Mount Parnassus Rd, East Haddam, CT 06423

If no project address is available, please provide street intersection detail.

Requested FY 2013 STEAP Funding \$431,200.00

Identify town officials and professionals that may be contacted with questions regarding this application.

Mark Walter, First Selectman, admin@easthaddam.org, 860-873-5020  
Print Name, Title, Email Address and Phone Number

Allan P. MacKinnon, Agriculture Commission, scot@cshore.com  
Print Name, Title, Email Address and Phone Number

Jessica Stone, Agriculture Commission, onebotanychick@yahoo.com  
Print Name, Title, Email Address and Phone Number

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

Construction of a barn, a greenhouse, two high tunnels and related site improvements on a town-owned parcel to support the development of an agricultural business incubator and community farm. See attached.

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

See Attached

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

See Attached

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

See Attached

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

See Attached

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

No, See Attached

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

See Attached

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

See Attached

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## Project Funding

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

<u>Funding Sources</u>	<u>Total</u>
FY 2013 STEAP grant	\$431,200
Local (applicant) funds	\$27,875
<b>Other funds:</b>	
Land Acquisition	\$585,000
<b>Total Project Cost</b>	<b>\$1,044,075</b>
<b><u>Uses (Project Budget)</u></b>	
Water Well, Electric Service, Site Work	\$27,875
Land Acquisition	\$585,000
Barn	\$308,000
Greenhouse (1X)	\$13,200
High Tunnel Greenhouses (2X)	\$22,000
Commercial Kitchen	\$88,000
<b>Total Project Cost</b>	<b>\$1,044,075</b>

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

Funding for the real estate acquisition, well, electric and site work have been raised. There are no current plans by the town to apply for future STEAP funding for this project

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

Land Acquisition funds have been expended and title transferred to Town. The Town FY 2012-2013 budget includes \$27,875 to fund the well, electric and site work. These funds are available, but not expended.

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

The Town is committed to the creation of the Center to foster agricultural economic development and support the growth of farming. The development schedule will be slowed without STEAP funding

**Attach the following material:**

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

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

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




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

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

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

  
Applicant's Signature

  
Title  
Town of EAST  
HADDAM

7-24-12  
Date

2013 Small Town Economic Assistance Program  
(STEAP) Application  
Town of East Haddam  
Harris Property: Center for Community Agriculture

## **Project Description**

The Town of East Haddam is requesting \$431,200 to fund the construction of a new barn, commercial kitchen, greenhouses and related site work for the Town's Center for Community Agriculture ("the Center") at the Harris Community Farm. The 130-acre Harris Community Farm is Town-owned property that was acquired in 2011 for a total cost of \$585,000. The Town is anticipating State reimbursement through DEEP in the amount of \$108,900. East Haddam purchased this property for municipal purposes, agricultural development and Open Space conservation. A 6-acre parcel is set aside for future municipal facilities, 12-acres will be devoted to agriculture and the remaining 112-acres of land will be preserved as open space. The agricultural parcel, the Center, will be an agricultural business incubator, education and training facility and community farm\*. The Town of East Haddam, through the Selectman's Office and the Agriculture Commission will manage the Center. The Town also plans to engage the Middlesex County Farm Bureau, UCONN Agricultural Extension Service, the 4-H Program, and the Vocational Agriculture (VO-AG) program at Nathan Hale -Ray High School for technical resources and education.

Agriculture and agriculture-related businesses are an important sector of commerce for the Town of East Haddam and the region. One feature of the Town's Economic Development strategy is to improve the business environment for farms and agriculture. Agricultural development preserves East Haddam's rural character, limits sprawl development, creates new jobs, and promotes food security through Connecticut-grown produce. In addition, it will provide a focal point for regional organic farming and make plots of land available for incubator farms and resident gardeners. The Center will also serve as an important venue for education and training.

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

The barn, high tunnels and greenhouse will provide the Center with the critical infrastructure needed for production, training, office, and storage space. The construction of these structures is an important first step in supporting the cultivation of the property and agricultural business operations. Due to excessively high land values, the "entrance cost" for new farmers into the farming business is prohibitive. Access to certified commercial kitchens is a common barrier for farmers in bringing prepared foods, such as preserves and sauces to market. Additionally, there is an unmet need for coordinating and providing technical resources for the farming economy, particularly for organic farming. The Town's plans for The Center will help address these needs and: 1) support the growth of local employment; 2) provide "start-up" or expansion space for farmers; 3) support the growth of local agricultural businesses; 4) provide a local food system; 5) bring fresh produce to the local Food Bank; 6) create recreational activities; and 7) establish a "hub" for community events. The completion of the Center will make available cultivation plots for farmers ranging in sizes from 10,000 square feet to 2,500 square feet. The 12-acres can conservatively accommodate 20 to 30 large plots (using 70% of the gross area) and support an equal number of farmers and farm businesses. Produce grown on site or at other local farms can be processed into prepared foods, pies, preserves, breads, and sauces, which will further support business development. The greenhouses will provide year-round growing space for farmers.

Other benefits of this project include: 1) Reclamation of historic farmland; 2) Utilization of prime farmland soils; 3) Controlling invasive exotics such as multi-flora rose; 4) Advancement of food security for East Haddam and area residents; and 5) Serving as a model for Open Space. The community farm (and community farms in general) represents a financially viable approach for managing open space.

Specifically, community farms provide both public and private organizations with valuable platforms to promote active public engagement with preserved land. They provide affordable growing space for farmers and economic and educational opportunities for the entire community.

\*A Community Farm is a publicly accessible farm that conducts educational programming and technical resources to the public and to farming businesses. It is also a local source of healthful produce, and a demonstration site for local food systems.



There is a growing demand for locally grown produce as a result of the need for improved food security. Organic agriculture provides healthy produce with less demand on the environment than non-organic methods. Additionally, the annual growth rate of organic farming was 19% between 1997 and 2008. In 2010, the organic agriculture sector grew by 8 percent; whereas conventional agriculture grew by just 1% in 2010\*.

As the Center becomes established, it will support business creation through graduating farmers, and prepared food producers, and the growth of support businesses servicing this "agricultural cluster" (the Center and area farms). Such businesses include, but are not limited to: composting operations, poultry processing, farm equipment rental and repair, as well as additional farms. Many of these businesses, such as poultry processing, are not available within Connecticut, and are an additional operating cost to farmers. The future development of these services will reduce operating costs for existing farms; improving their long-term viability and, in some instances, even decreasing their carbon footprint by significantly reducing the overland transportation costs to out-of-state facilities.

In addition to adult education and technical support to farmers, the Center will work with the local 4-H program and the Future Farmers of America (FFA) and the Vocational Agriculture (VO-AG) program at Nathan Hale-Ray High School to provide meaningful education opportunities through workshops and organized activities for students. Programs available through the Middlesex County Farm Bureau and the UCONN Agricultural Extension Service will assist students and farmers alike, and aid in the development of the next generation of farmers/agricultural businessmen and women.

The Center will also function as a town emergency center providing a refuge for residents after storm events, natural disasters and power outages.

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

At full build out of the barn and cultivated fields, the community farm will conservatively support 20 full and part-time agricultural jobs (based on the larger plot sizes). Additionally, the project will sustain short-term construction jobs during the erection of the barn and to fit-out the barn interior.

The Town expects that this agricultural activity will induce secondary investments at local farms and agriculturally-oriented commercial development, and expand public and private-sector economic development activities centered on organic farming and food security. These activities will, in-turn, create jobs and additional business activity in the Town of East Haddam and surrounding communities.

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

The project requires limited design work. A preliminary site layout of the cultivation area, the water supply well, electrical service, barn location has been completed. Barn construction cost estimates have also been prepared.

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

Yes, the project is consistent with the C & D Plan. The project area is categorized as conservation area and rural lands due to the presence of farmland soils and wetland area (not to be disturbed). Project activities are supportive of the State's Conservation Priority #3 with the restoration of the former Harris Farm to agricultural use through the cultivation of land for the community farm. Project activities will be low-intensity and compatible with the rural character of the area.

**Will the project require the conversion of lands currently in agricultural use to non-agricultural use? Does the project area contain prime or important agricultural soils that are greater than 25 acres in area?** NO, the project will not affect 25-acres or greater of prime or important farmland soils. Project activities will support the restoration of prime and important agricultural soils for active cultivation.

\*Source: "Organic Farming Could Grow Even More Jobs with Better Policy Support," By Charles Redell, 2011-09-30, GreenBiz.com

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

Environmental impacts of the project are negligible. The proposed barn will replace the barn that historically served the farm. The existing barn is derelict and not salvageable. DEEP's Natural Diversity Database report (attached) advises that the region is habitat for the Eastern Box Turtle. Project activities can easily accommodate this habitat and any extant turtles. The Community farm will not be a significant generator of traffic nor create a negative impact on the neighborhood. The barn is not proposed to be located within wetland or floodplain areas. Mount Parnassus Road is a rural collector road that connects with State Routes 151 and 82, and will not require improvement for this project.

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

This project is the third phase in the Town's plans for developing the former Harris Property. Phase One of the project was the acquisition of the parcel. Phase Two involves clearing of the initial 12-acre parcel for cultivation, developing a new water supply source, and making provisions for electrical service and fencing. Phase Three includes the construction of a 3000 square foot barn that will provide facilities for cold and dry storage for crops and prepared foods, office and training space and a commercial kitchen. It will also include workshop and events space and a resource library. Future development phases planned for the Center include composting facilities, possible pasture land for animal husbandry and agricultural equipment space.

Presently, the Town is clearing the property of invasive plant species. The Town has set aside \$27,875 in its FY2012-2013 budget for drilling of a new water supply well, extending temporary electric power and additional land clearing to support the community farm. The proceeds of the STEAP grant, if awarded, will be used to erect a new barn, greenhouses and related improvements.

#### **Project Schedule**

Project duration is estimated at one year from contracting of funding and includes town permitting, design, site preparation, construction and project close out.

#### **Project Cost Estimate**

The barn and greenhouse construction estimate is \$431,200 and was obtained from contractors specializing in barns and storage structures.

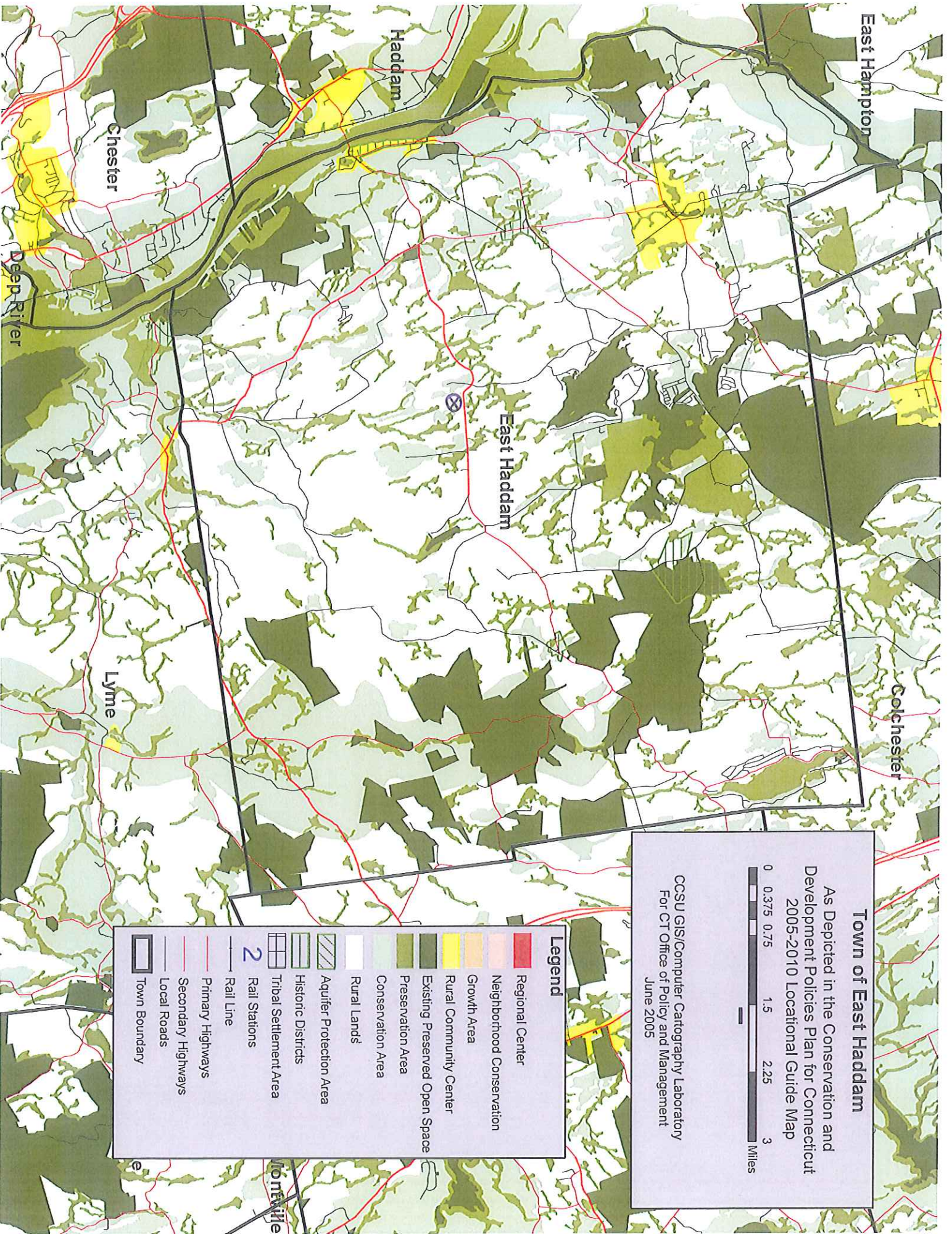
#### **Permits, Approvals and Status**

**Town:** permit applications will be prepared and submitted during project implementation

1. Planning and Zoning
2. Building Permit
3. Chatham Health District

**State:** None

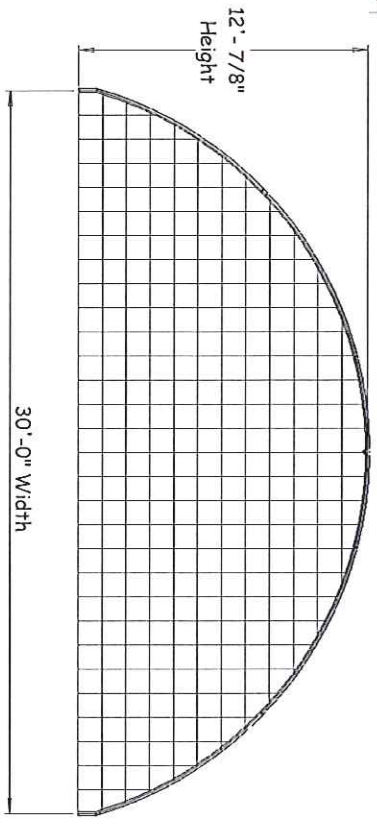
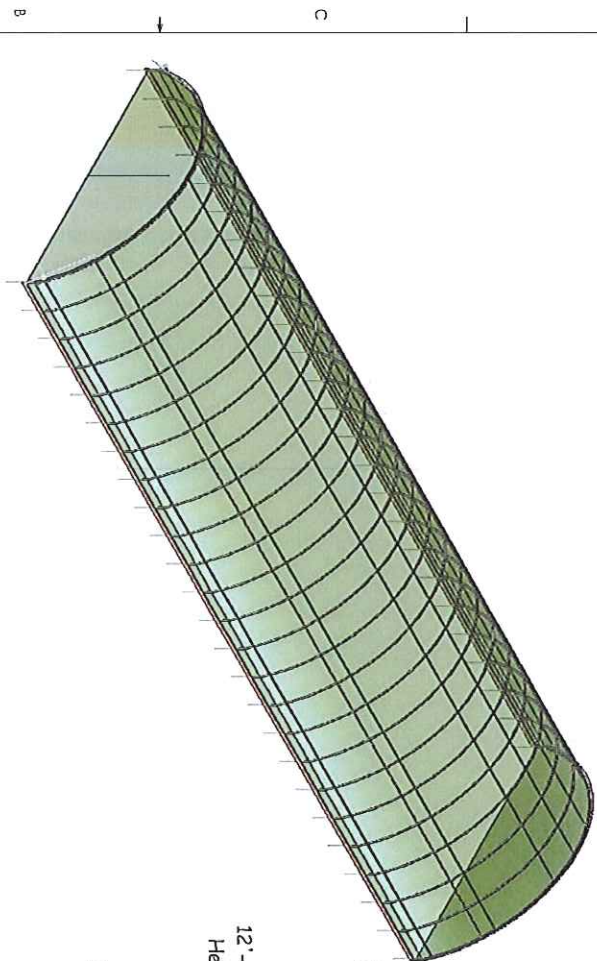






# PB01735R4

## 30' X 96' Rnd Style High Tunnel



### ISOMETRIC

### FRONT

Grid Represents 12" Squares

#### Shelter Information

Width (Center - Center)	30'-0"	Purlin Tubing & # of Runs	1.315" Round, 5 Runs
Height (Ground - Peak)	12'-0 7/8"	Cover Info	-
Length (Center - Center)	96'-0"	Cover Conduit Tubing	N/A
Sidewall Height	N/A	End Wall Door	Zippered
Rafter Spacing	4'	End Wall Tubing	N/A
Rafter Tubing	1.90" Round	End Panel Info	N/A

**Important:** Read the instruction manual and the additional comments on the last page of this document before you begin construction.

#### CONTENT GUIDE

Only Applicable Pages Are Included

A	Title
B	Front Profile
C	Side Profile
D	Connection Call-Out
E	Connection Details
F	End Framing
G	Rafter Pipe Details
H	Cover and End Panel Details
I	New or Special Components
J	B.O.M.
K	Information



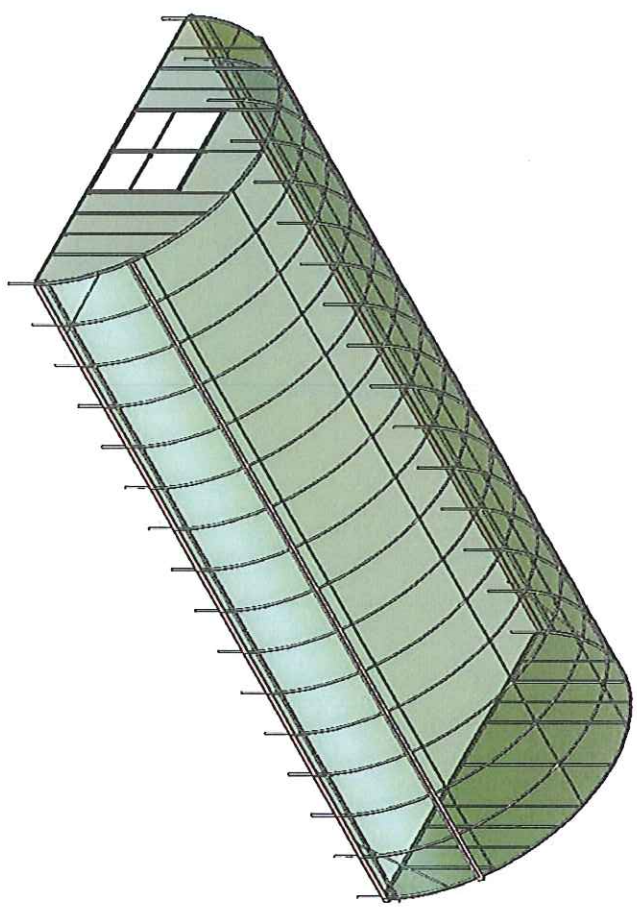
Engineering Services & Products Co.

A1-1.0

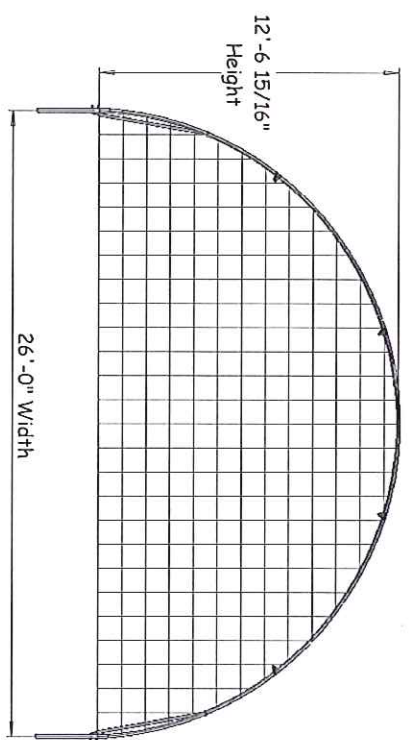
Shelter S/N Number	PB01735R4	Drawn By	MKapuraun
Shelter Dimensions	30' X 12' X 96'	Creation Date	8/16/2010
Shelter Description	30' X 96' Rnd Style High Tunnel	Last Revision Date	8/16/2010

# 104860

## 26' x 60' Solar Star Greenhouse



ISOMETRIC




FRONT  
Grid Represents 12" Squares

**Important:** Read the instruction manual and the additional comments on the last page of this document before you begin construction.

Shelter Information			
Width (Center - Center)	26'-0"	Purlin Tubing & # of Runs	1.315" Round, 4 Runs
Height (Ground - Peak)	12'-6 15/16"	Cover Info	6 Mil Dbl layer Film
Length (Center - Center)	60'-0"	Cover Conduit Tubing	1.56" Round
Sidewall Height	N/A	End Wall Door	48" x 92"
Rafter Spacing	4'	End Wall Tubing	1.5" x 1.5" Sq.
Rafter Tubing	1.56" Round	End Panel Info	8 mm Polycarbonate

CONTENT GUIDE	
Only Applicable Pages Are Included	
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H	Cover and End Panel Details
I	New or Special Components
J	B.O.M.
K	Information

 <p>Engineering Services &amp; Products Co.</p>	Shelter Sta Number	104860	Drawn By	JSS
	Shelter Dimensions	26' x 13' x 60'	Creation Date	1/23/2007
	Shelter Description	26' x 60' Solar Star Greenhouse	Last Revision Date	1/23/2007
	<p><b>A1-1.0</b></p>			





Corporate Offices  
Distribution Center

1395 John Fitch Blvd., South Windsor, CT 06074  
1440 Field of Dreams Way, Dyersville, IA 52040

Phone: 1.800.327.6835 • International Phone: 860.289.7261  
Fax: 1.800.457.8887 • International Fax: 860.289.4711  
Website: www.FarmTek.com

July 05, 2012  
Jessica Stone  
Center For Community  
Agricultu  
Account #: 6387020  
151 Falls Rd  
Po Box 12  
East Haddam, CT 06423-0012

Ship to: Jessica Stone  
Center For Community  
Agricultu  
151 Falls Rd  
Po Box 12  
East Haddam, CT 06423-0012

RE: Bid Proposal # 540314

Thank you for your recent product inquiry.

Item	Item #	Description	Unit Price	Quantity	Sub-total
1	105434	Greenhouse Premium Repair Tape - 2" x 108'	\$ 16.35	1	\$ 16.35
2	105587	Ground Anchor Assembly 1/2"x30"Lx4" Small to 34'W Buildings	\$ 17.84	8	\$ 142.72
3	PB01735R4F	30X12X96 HIGH TUNNEL W/5.2 OZ & ROLLUP	\$ 7,285.00	2	\$ 14,570.00
4	FAH009	CARRIAGE BOLT 1/4"x4"ZNC/100 BAG	\$ 11.19	2	\$ 22.38
5	FALB01	Zinc Full Finish Hex Nut 1/4" x 20	\$ 3.16	2	\$ 6.32
6	FAME50	Hot Dipped Galvanized Washer sold in Bulk of 100 1/4"	\$ 2.85	2	\$ 5.70
7	106093	Recycled Plastic Lumber 2" x 6" (1.5" x 5.5") x 12'	\$ 54.05	34	\$ 1,837.70
8	108246	Ridge Vent Kit Used with 30'W	\$ 125.00	4	\$ 500.00
9	104860SN	26x12x60 SOLARSTAR GRNHOUSE SYSTEM NGAS	\$ 9,525.00	1	\$ 9,525.00

**THIS PROPOSAL AND PRICING ARE SUBJECT TO CHANGE!!!**

Subtotal:	\$ 26,626.17
Shipping	\$ 3,177.90
Taxes:	\$ 1,892.56
Total:	\$ 31,696.63

Additional Notes:

Made in the USA!  
4 year warranty fabric!  
-Kathleen Osgood x 244  
The greenhouse quoted includes exhaust fans, intake  
shutters, circulating fans and a natural gas heater.

Sincerely,

Kathleen Osgood  
Senior National Account Manager  
1-800-327-6835 x244  
kosgood@farmtek.com



Connecticut Department of  
**ENERGY &  
ENVIRONMENTAL  
PROTECTION**

Bureau of Natural Resources  
Wildlife Division  
Natural History Survey – Natural Diversity Data Base

May 24, 2012

Mr. Peter Simmons  
Economic Development Coordinator  
Town Hall  
East Haddam, CT 06423

Regarding: Harris Farm Restoration, East Haddam – Site Clearing and Fencing  
Natural Diversity Data Base 201203757

Dear Mr. Simmons:

In response to your request for a Natural Diversity Data Base (NDDB) Review of State Listed Species for the Harris Farm Restoration in East Haddam, our records for this site indicate the following extant population of species on or within the vicinity of the site:

**Eastern box turtle (*Terrapene carolina carolina*) Status: Species of Special Concern**

Eastern Box Turtles require old field and deciduous forest habitats, which can include power lines and logged woodlands. They are often found near small streams and ponds. The adults are completely terrestrial but the young may be semiaquatic, and hibernate on land by digging down in the soil from October to April. They have an extremely small home range and can usually be found in the same area year after year. Eastern Box Turtles have been negatively impacted by the loss of suitable habitat. Some turtles may be killed directly by construction activities, but many more are lost when important habitat areas for shelter, feeding, hibernation, or nesting are destroyed. As remaining habitat is fragmented into smaller pieces, turtle populations can become small and isolated.

**Recommendation:** Land clearing and heavy vehicles could bury and destroy turtles. Any turtles that are discovered within the project site shall be moved, unharmed, to an area just outside of work area, and positioned in the same direction that it was walking.

The Natural Diversity Data Base includes all information regarding critical biological resources available to us at the time of the request. This information is a compilation of data collected over the years by the Department of Energy and Environmental Protection's Natural History Survey and cooperating units of DEEP, private conservation groups and the scientific community. This information is not necessarily the result of comprehensive or site-specific field investigations. Consultations with the Data Base should not be substituted for on-site surveys required for environmental assessments. Current research projects and new contributors continue to identify additional populations of species and locations of habitats of concern, as well as, enhance existing data. Such new information is incorporated into the Data Base as

it becomes available. If the project is not implemented within 12 months, then another Natural Diversity Data Base review should be requested for up-to-date information.

Please be advised a more detailed review may be conducted as part of any subsequent environmental permit applications submitted to the Department of Energy and Environmental Protection for the proposed site. Should state involvement occur in some other manner, specific restrictions or conditions relating to the species discussed above may apply.

Thank you for consulting the Natural Diversity Data Base. If you have further questions, I can be reached by email at [Elaine.hinsch@ct.gov](mailto:Elaine.hinsch@ct.gov) or by phone at (860) 424-3011.

Sincerely,  
/s/  
Elaine Hinsch  
Program Specialist II  
Wildlife Division