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**FAX COVER SHEET**

**TO:** Eileen Barnes 424-4057

**WITH A COPY TO:** Frank Rizzuti 203 287-2587  
Director, Parks and Recreation  
Town of Hamden

**FROM:** Ann Catino

**RE:** Hamden Middle School and Newhall Site  
Operations and Maintenance Program

**FILE NUMBER:** 12678.0001

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**MESSAGE:**

Eileen,

Per our discussion, please find attached what may be the final version of the Hamden Middle School and Newhall Site Operations and Maintenance Program. I cannot affirmatively state that this is the final version as the Town individuals who were working on this document with Shannon Pociu are no longer with the Town. After we spoke, I talked to Frank Rizzuti, the Town Director of Parks and Recreation, and he is more than willing to meet with you and to walk the properties and determine how best to proceed to implement any revisions to this program that make sense.

Ann

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## HAMDEN MIDDLE SCHOOL and NEWHALL SITE OPERATIONS AND MAINTENANCE PROGRAM

### SUMMARY

This Operations and Maintenance program has been prepared, and will be implemented, as part of the Authorization for the disruption of an historic (inactive) solid waste disposal area. This authorization was issued by the Commissioner of the Department of Environmental Protection ("DEP") on January 5, 2001. The site of activity is the Hamden Middle School, 560 Newhall Street, Hamden, Connecticut, and adjacent areas as described below.

### SITE DESCRIPTION

The "Site" that is to be maintained under this program includes the following properties:

1. Hamden Middle School
2. Hamden Middle School Soccer Fields
3. Newhall Community Center
4. Rochford Field
5. Mill Rock Park
6. Sewer Pump Station adjacent to Mill Rock Park

### RESPONSIBILITY FOR IMPLEMENTATION

All correspondence and reporting shall be done through this Town of Hamden Public Works Department. The Director of Public Works shall be the Town official responsible for the on going implementation of this program. A budget line item shall be established by the Mayor and the Legislative Council and funded yearly as appropriate to implement the program.

### OPERATING PROTOCOL

1. The Director of Facilities for the Board of Education or his/her designee will inspect the Hamden Middle School portion of the Site, on a monthly basis, or after a significant storm event.
2. The Director of Parks and Recreation or his/her designee will inspect the Middle School Soccer Field portion of the Site, on a monthly basis, or after a significant storm event.
3. The Director of Public Works or his/her designee will inspect the Newhall Community Center portion of the Site, on a monthly basis, or after a significant storm event.
4. The Director of Parks and Recreation or his/her designee will inspect Rochford Field, on a monthly basis, or after a significant storm event.



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5. The Director of Parks and Recreation or his/her designee will inspect Mill Rock Park, on a monthly basis, or after a significant storm event.
6. The Director of Public Works or his/her designee will inspect the Sewer Pump Station adjacent to Mill Rock Park, on a monthly basis, or after a significant storm event.
7. A monthly inspection report will be submitted to the Director of Public Works with copies kept on file in the Hamden Middle School Office, the Board of Education Central Office, the Park and Recreation Office and the Town Clerk's Office.
8. The Director of Public Works will review each monthly inspection report. The format for the monthly inspection reports shall be in a form acceptable to the DEP.
9. A copy of the monthly reports will be transmitted to the DEP and the Inspecting Engineering Firm designated by the DEP.
10. The Director of Public Works shall direct and take all necessary maintenance or repair actions required at the Site within fifteen (15) days, ensuring that there are no disturbances or deficiencies in the affected areas.

### MAINTENANCE PROTOCOL

The on going maintenance protocols to be put into place are as follows:

#### LAWN AREAS

1. All areas covered with bark mulch shall be maintained with at least six (6") inches of cover over the new gravel cover.
2. Any areas of bark mulch erosion will be replaced with bark mulch to the same depths as the original installation.
3. In areas adjacent to walkways where foot traffic has disturbed the mulch bed, care will be taken to replace such bark mulch to its original depth.
4. In areas where the erosion control mat has been placed, care shall be taken to keep all foot traffic off of this area. Any uplifting of the mat by wind or other means shall be immediately secured with proper anchors.
5. No intrusive activities in the temporary cap area.
6. All Site areas shall be inspected for erosion.
7. The Town of Hamden's integrated pest management program, as adopted by the Departments of Park and Recreation and Public Works, shall be incorporated in this plan.
8. All lawn areas, whether sod, hydro seed, or existing shall be watered on a regular and consistent basis to insure good growth and to maintain a healthy stand of grass.
9. Any lawn area of existing growth that was not covered with hydro seed or sod will be re-seeded with the intent to cover all bare soil with grass.

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10. During the growing season the lawn areas of the Site will be maintained at a height of not less than 2".
11. In the event that an area of lawn is "scalped," that area will be re-seeded, covered with hay, and roped off until new grass has grown to the density of the surrounding area.

### EXISTING PLANTING BEDS

1. All existing planting beds will be required to maintain a minimum of six (6") inches of bark mulch.
2. There will be no new planting of trees, shrubs or bushes.

### NEW PLANTING BEDS

1. There shall be no new planting beds installed on the site.

### ASPHALT PAVED AREAS

1. All existing cracks in the asphalt paving in parking lots and walkways shall be sealed with asphalt crack filler. All area pathways from the soil below the paving shall be sealed.
2. Broken or damaged paving shall be removed and new asphalt patching installed in accordance with a repair and reconstruction plan prepared by the Director of Public Works.

All repair and maintenance work shall be performed by personnel training to the requirements of 40 CFR 1910.120.

### INSPECTIONS AND REPORTING

As part of the DEP authorization for disruption, the Town of Hamden shall conduct routine monitoring of the Site on a monthly basis to ensure that there are no disturbances or deficiencies in the affected areas. The Director of Public Works, or his/her designee, shall conduct all such monitoring and provide a written monthly report.

A copy of the monthly reports will be transmitted to the Connecticut Department of Environmental Protection.