



# TOWN OF SOUTHAMPTON

Department of Community Preservation  
 24 W Montauk Hwy, Hampton Bays, NY 11946  
 Ph: 631-287-5720 Fx: 631-728-1920  
[www.southamptontownny.gov/WQIPP](http://www.southamptontownny.gov/WQIPP)

# 2023

## COMMUNITY PRESERVATION FUND (CPF) WATER QUALITY IMPROVEMENT PROGRAM PROPOSAL SUMMARY

Project Applicant: Village of Sag Harbor  
 Project Title: Phase II Sewershed Expansion Area Engineering Design  
 Project Manager Name: Aidan Corish, Trustee

Name	Aidan Corish
Title	Trustee
Organization	Village of Sag Harbor
Address	55 Main Street, Sag Harbor, NY 11963
Phone	631-725-0222
Email	acorish@sagharborny.gov

Property owner (if different from Project manager organization):

Name	same
Affiliation	
Organization	
Address	
Phone	
Email	

Project Address: Sag Harbor Sewerage system - Phase II area SCTM #(S) N/A N/A Sewerage system encompasses municipal boundary

Type of Project (Check all that apply):

Reduction     Remediation     Restoration

Project Summary: (Provide a brief narrative description of proposed WQIPP project)

As a step towards mitigating existing water quality issues in area surface waters, the Village of Sag Harbor plans to construct Phase II of its sewer service area expansion to collect and convey approximately 65,000 gallons per day of sanitary wastewater generated within the Phase II area to the existing Village of Sag Harbor Wastewater Treatment Facility (WWTF). Parcels within the Phase II study area currently utilize onsite wastewater treatment systems in an area identified as high priority for sewerage in the Village Sewer Master Plan. Treated effluent discharged from the WWTF has nitrogen concentrations that are better than any approved onsite septic system. Therefore, the Village's WWTF will prevent nitrogen-rich onsite wastewater point sources from continuing to discharge to the ground, thereby contributing to the improvement of water quality in the Peconic Estuary.

CPF funds will support the cost of professional engineering services to prepare an engineering report, secure regulatory approvals, and prepare contract documents (plans and specifications) suitable for bidding. The project will advance the Village to a state of readiness for construction. It is estimated that when complete, Phase II sewerage will connect 217 parcels to the WWTF, leading to a reduction in nitrogen loading to groundwater by 11,872 pounds per year.



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\*If additional information is needed to describe the project; a project narrative can accompany the application. Please limit the narrative to approximately 3 pages of project description, provide a summary of water quality benefits/objectives of approximately 2 pages and provide a cost estimate of approximately 2 to 4 pages with supporting estimates. Any additional materials should be focused specifically on the proposed project with references to other studies that are pertinent\*

## 1. PROJECT TYPE (check all that apply)

Must meet at least one of the definitions of "Water Quality Improvement Project" per State Law Chapter 551 cited above. Check all that apply. **Note: Monitoring costs are only potentially eligible for CPF funding within Aquatic habitat restoration projects.**

- Wastewater Treatment Improvement Project
- Non-point source abatement and control
- Aquatic habitat restoration
- Pollution prevention
- Operation of Peconic Bay National Estuary Program (Grant Match)

## 2. PRIORITY AREA(S) (check all that apply)

Priority areas are defined in the [Water Quality Improvement Project Plan \(WQIPP\)](#).

- 303(d) Impaired
- Peconic Estuary Program - [PEP map](#)
- High
- Medium
- Outside High and Medium priority areas\*

\*If Outside High and Medium priority areas, explain how the project is relevant to WQIPP goals.

## 3. PROJECT DESCRIPTION

3a. Existing conditions of applicable groundwater/sub-watershed/waterbody and most recent and relevant data available (provide sources).

Sag Harbor and Sag Harbor Cove are listed as Impaired waterbodies in the NYSDEC Priority Waterbody List. They are included in the Peconic Estuary Pathogen TMDL to address shellfishing impairments. Multiple studies confirm that the water quality impairments are caused largely by nitrogen loading due to onsite septic systems. See attached narrative.

3b. How the proposed solution addresses the issue in the context of Reduction, Remediation and/or Restoration as per the CPF Water Quality Project Plan. Note all remediation and restoration projects must assure that reduction measures are also addressed.

The Village will retain a qualified consultant to evaluate the Phase II Sewer Extension Area, prepare an engineering report, support legal regulatory approvals, and prepare plans and specifications required for construction bidding. This work would enable an estimated 217 parcels located in a CPF high priority area to connect to the WWTF. See narrative.



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3c. Describe the proposed technology and its demonstrated efficacy in similar settings. May include published data.

See Narrative.

3d. How the project supports Town of Southampton, Suffolk County, NYSDEC, Long Island Nitrogen Action Plan (LINAP) or other adopted goals/policies (provide references with page numbers).

See Narrative.

3e. Review the following statements and indicate whether they are applicable to your project. For all “Yes” responses, please indicate how your project addresses the requirements indicated.

YES      N/A



**If stormwater system or drainage is proposed:** The project must indicate compliance with the New York State Stormwater Design Manual (2015 and as updated).



**If project is related to farmland:** Describe any Agricultural Stewardship Plan or other long term strategy for Nitrogen abatement.



**If the project is for habitat restoration:** The narrative must address how underlying causes are being ameliorated and expected outcomes for local species populations or other ecological considerations are given.



**If project is a Sewage Treatment Plant (STP) or cluster treatment system:** Fund allocation request is based on cost for reduction of pre-existing conditions and not for purpose of accommodating new density (describe pre-existing density and associated flow (gallons per day) and total projected nitrogen reduction in narrative). Include detailed information on how many homes the system would treat as well as potential for formation of Sewer District, if required by Suffolk County Health Department or Town Law.



**If the project is requesting grant match:** Include information related to funding program source and purpose of application and any relevant items on this checklist. Note: A Town Board resolution will be required in order to encumber matching funds for grant applications.

## 4. WATER QUALITY BENEFIT

4a. Identify Nitrogen, Pathogen or Pollutant of Concern (POC) including Existing Condition and Target Reduction.

Nitrogen reduction expected to be achieved by connecting up to 65,000 gpd from the Phase II sewer expansion area is estimated at 11,872 pounds per year. See narrative.

4b. Describe plans for collecting and reporting on water quality over time.

See Narrative.



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4c. Indicate useful life of proposed technology (must meet or exceed five years).

See Narrative.

## 5. COST FACTORS

5a. Explain how you have confirmed that the proposed budget is reasonable, appropriate and necessary. If available, provide third party estimates or other documentation of how costs were determined.

See Narrative.

5b. Describe any matching funds to be provided.

See Narrative.

5c. Explain: i. Why project cannot proceed and intended benefits cannot be achieved without external funding.  
ii. if funds are awarded at a lower level than requested, or if there are cost overruns, explain how the project will proceed.

See Narrative.

## 6. MANAGEMENT, EXPERIENCE, ABILITY

6a. Describe applicant's experience in completing similar projects.

See Narrative.

6b. Describe community support or opposition to project. If there is opposition, explain how this is to be addressed.

See Narrative.

6c. Describe any permits needed and time frame/status of approvals. If permits are approved, indicate same.

See Narrative.



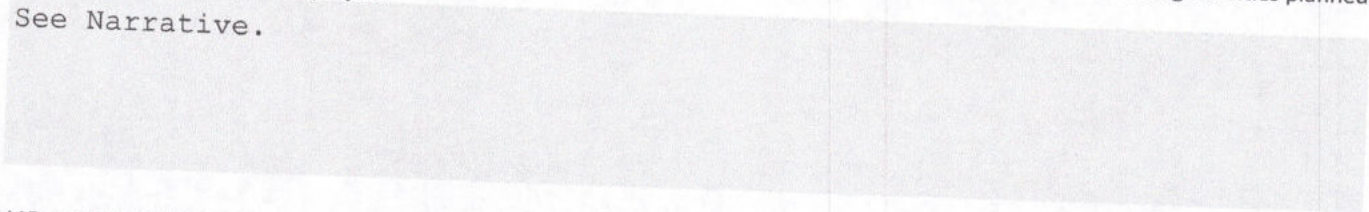
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**7. MAINTENANCE, MONITORING, EVALUATION**

Estimate ongoing maintenance costs and explain how these will be supported. Explain stewardship and monitoring activities planned for ensuring sustainability of the project.

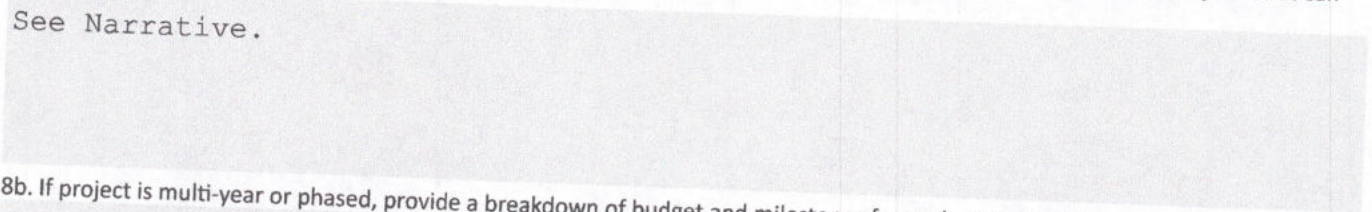
See Narrative.



**8. DURATION OF PROJECT**

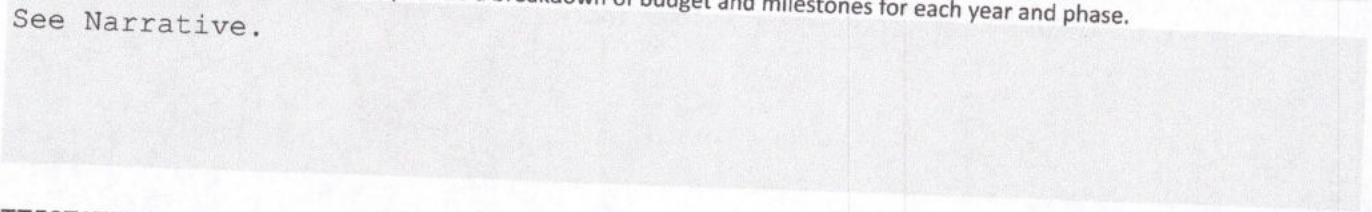
8a. Provide a projected project timeline. Note: The Committee will only make recommendations for shovel-ready projects that can commence this fiscal year.

See Narrative.



8b. If project is multi-year or phased, provide a breakdown of budget and milestones for each year and phase.

See Narrative.



**9. ATTESTATION**

Allocation of CPF funds will not be for the purpose of accommodating new growth, as this is prohibited by State law. Check all boxes & sign.

- We certify that funds will not be directed for projects for the purpose of accommodating new growth.
- We understand that progress reports will need to be generated as specified in our Water Quality Improvement Contract AND a final report showing qualitative and/or quantitative data will be generated upon project completion.

Signature: AAH Date 3/14/2023

**10. REQUIRED ATTACHMENTS** Confirm that the following required documents are attached to this application:

- Photos of existing conditions
- Location Map
- State Environmental Quality Review Act (SEQRA) Long or Short Environmental Assessment Form (EAF) \* <https://www.dec.ny.gov/permits/6191.html>
- Completed EPA Spreadsheet Tool for Evaluating Pollutant Load (STEPL) <https://www.epa.gov/nps/spreadsheet-tool-estimating-pollutant-loads-step1> or similar standardized methodology (describe)
- Project budget (see attached template)
- Ownership commitment is provided via letter of intent (LOI) for non-municipal owners or municipal resolution for municipal owners
- Public agencies must complete SEQRA on the project and submit determination of significance and associated documentation. \*

**11. OTHER ATTACHMENTS**

List other attachments provided, including cost estimates, bids, plans, documentation of matching funds, and other as appropriate to demonstrate project readiness, quality, feasibility, and cost effectiveness

\*Environmental review to be addressed as part of engineering scope of work.



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**BUDGET PROPOSAL**

Is the applicant a municipality?  Yes  No  
 If yes, please enter the request date or anticipated request date of RFP (Request for Proposals) Summer 2023.

PLANNING/ENGINEERING/DESIGN	Town CPF Request	Matching Funds Committed	Matching Funds Pending	Estimated Total Project Costs
Task 1-Engineering Design Services (see attachments)	\$-1,498,475.00	\$-	\$-	\$-1,498,475.00
Task 2-	\$-	\$-	\$-	\$-0.00
Task 3-	\$-	\$-	\$-	\$-0.00
Task 4-	\$-	\$-	\$-	\$-0.00
Task 5-	\$-	\$-	\$-	\$-0.00
Task 6-	\$-	\$-	\$-	\$-0.00
	\$-	\$-	\$-	\$-0.00
<b>Planning/Engineering/Design Cost Total</b>	<b>\$-1,498,475.00</b>	<b>\$-0.00</b>	<b>\$-0.00</b>	<b>\$-1,498,475.00</b>

Contractual Services				
	\$-	\$-	\$-	\$-0.00
	\$-	\$-	\$-	\$-0.00
	\$-	\$-	\$-	\$-0.00
	\$-	\$-	\$-	\$-0.00
	\$-	\$-	\$-	\$-0.00
	\$-	\$-	\$-	\$-0.00
	\$-	\$-	\$-	\$-0.00
<b>Contractual Services Cost Total</b>	<b>\$-0.00</b>	<b>\$-0.00</b>	<b>\$-0.00</b>	<b>\$-0.00</b>

Construction & Site Improvements				
	\$-	\$-	\$-	\$-0.00
	\$-	\$-	\$-	\$-0.00
	\$-	\$-	\$-	\$-0.00
	\$-	\$-	\$-	\$-0.00
	\$-	\$-	\$-	\$-0.00
	\$-	\$-	\$-	\$-0.00
	\$-	\$-	\$-	\$-0.00
<b>Construction &amp; Site Improvements Cost Total</b>	<b>\$-0.00</b>	<b>\$-0.00</b>	<b>\$-0.00</b>	<b>\$-0.00</b>



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Equipment/Materials/Supplies	Town CPF Request	Matching Funds Committed	Matching Funds Pending	Estimated Total Project Costs
	\$-	\$-	\$-	\$-0.00
	\$-	\$-	\$-	\$-0.00
	\$-	\$-	\$-	\$-0.00
	\$-	\$-	\$-	\$-0.00
	\$-	\$-	\$-	\$-0.00
	\$-	\$-	\$-	\$-0.00
	\$-	\$-	\$-	\$-0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
<b>Equipment/Materials/Supplies Total</b>	<b>\$-0.00</b>	<b>\$0.00</b>	<b>\$-0.00</b>	<b>\$-0.00</b>

Additional Cost				
	\$-	\$-	\$-	\$- 0.00
	\$-	\$-	\$-	\$- 0.00
	\$-	\$-	\$-	\$- 0.00
	\$-	\$-	\$-	\$- 0.00
	\$-	\$-	\$-	\$- 0.00
	\$-	\$-	\$-	\$- 0.00
	\$-	\$-	\$-	\$- 0.00
<b>Additional Cost Total</b>	<b>\$- 0.00</b>	<b>\$- 0.00</b>	<b>\$- 0.00</b>	<b>\$- 0.00</b>

<b>Planning/Engineering/Design Cost Total (from page 7)</b>	<b>\$- 1,498,475.00</b>	<b>\$- 0.00</b>	<b>\$- 0.00</b>	<b>\$- 1,498,475.00</b>
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Total Project Cost	\$-1,498,475.00
Applicant matching funds committed	\$-0.00
Applicant matching funds pending approval (e.g. grant request submitted pending determination)	\$-0.00
Total CPF Funds Requested	\$-1,498,475.00

Source of matching funds	Amount



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## COMMUNITY PRESERVATION FUND (CPF) WATER QUALITY IMPROVEMENT PROGRAM LETTER OF INTENT

### APPLICANT'S INFORMATION

Owner: Village of Sag Harbor  
Contact First and Last Name: Aidan Corish, Trustee  
Contact Address: 55 Main Street, Sag Harbor, NY 11963  
Contact Phone: 631-725-0222  
Contact Email: acorish@sagharborny.gov

### CONTRACT RECIPIANT INFORMATION

Name/Organization: Village of Sag Harbor  
Contact Person/Officer: Aidan Corish, Trustee  
Contact Address: 55 Main Street, Sag Harbor, NY 11963  
Contact Phone: 631-725-0222  
Contact Email: acorish@sagharborny.gov

### PROJECT INFORMATION

Project Title: Phase II Sewershed Expansion Area Engineering Design  
Project Location: Sag Harbor Village  
Project Description (1-3 sentences): \_\_\_\_\_

Evaluate the Phase II Sewer Extension Area, prepare an engineering report, support legal regulatory approvals, and prepare plans and specifications required for construction bidding.

### ANTICIPATED PROJECT TIMELINE

Begin: Summer 2023  
Complete: Spring 2024  
Notes: \_\_\_\_\_

