



## Municipal Hurricane and Severe Weather Event Prepared Reminder

Dear Municipal Official:

June 1<sup>st</sup> traditionally is the start of the hurricane season. As we begin to approach peak season for storm events here in the northeast, it is time to evaluate our readiness and review the resources available to assist in cleanup and recovery should the need arise. The Interagency Debris Management Task Force (IDMTF) offers the following update and reminders for municipalities in the event of a major storm event:

- ❖ **Disaster Debris Management Preparedness** – The updated [State of Connecticut Disaster Debris Management Plan, revised November 2018](#) and the updated [State Concept of Operations Plan \(ConOps\) for Disaster Debris Management](#), and State Contracts ([Disaster Debris Response and Management Services](#), and [Disaster Debris Monitoring Services](#)) are posted on the State of Connecticut’s Department of Energy and Environmental Protection (DEEP) web site. These documents, as well as other information for municipalities, may be obtained at the following link: [www.ct.gov/deep/disasterdebrismanagement](http://www.ct.gov/deep/disasterdebrismanagement)
- ❖ **Emergency Authorization (EA)** – An EA will likely be issued by DEEP for the management of storm debris at temporary sites operated by or for municipalities at municipal facilities, municipally owned properties and properties under lease agreement to the municipality. It typically authorizes storage locations for 90 days. This is intended to provide time for municipalities to identify authorized temporary sites that can receive storm-generated debris for recycling and disposal. The use of authorized temporary debris management sites is a critical component when pursuing Federal Emergency Management Agency (FEMA) Public Assistance reimbursement.

For a municipality to be issued an EA, the municipality must provide the following information within **forty-eight (48) hours** of selection or initial placement of waste at the temporary debris management site(s): (1) name(s) and (2) address(es) of all the sites at which the authorized activities will occur. This information must be submitted, by any available means, to any of the contacts listed below:

- **Joseph Schiavone (DEEP):** [Joseph.Schiavone@ct.gov](mailto:Joseph.Schiavone@ct.gov) or (860) 424-3206; or
- **Abigail Wiktorowski (DEEP):** [Abigail.Wiktorowski@ct.gov](mailto:Abigail.Wiktorowski@ct.gov) or (860) 424-3460; or
- **Annette Coste (DEEP):** [Annette.Coste@ct.gov](mailto:Annette.Coste@ct.gov) or (860) 424-3614; or
- **Interagency Debris Management Task Force (IDMTF):** [DEEP.debris@ct.gov](mailto:DEEP.debris@ct.gov)

Within **five (5) calendar days** of the subject event, the Authorization Holder (the municipality) must submit the list of sites including names and addresses to DEEP in writing via electronic mail or traditional mail. DEEP will acknowledge the notification in writing and enter the location into a database which is shared with FEMA. This written acknowledgement from DEEP of your debris management site selection provides the municipality with the documentation needed to establish FEMA reimbursement eligibility.

To assist municipalities with debris management site selection and the Emergency Authorization process, DEEP has developed two fact sheets:

- o [Emergency Authorization Fact Sheet for Managing Storm Generated Debris](#)
- o [Site Selection Guide for Debris Management Sites \(DMS\)](#)

*Please note*, to be eligible for FEMA reimbursement it is imperative that a municipality manage storm debris only at locations **authorized and acknowledged** by DEEP. Several Connecticut municipalities have not received full FEMA reimbursement for debris work solely due to the use of unauthorized (and unacknowledged) and/or unpermitted sites.

Also, documenting municipal activities during storm events is extremely important and required. Documentation should provide the “who, what, when, where, why and how much” for each item claimed. It is the Applicant’s (the municipality’s) responsibility to substantiate its claim as eligible. If the Applicant does not provide sufficient documentation to support its claim as eligible, FEMA cannot provide public assistance funding for the work.

❖ **Pre-positioned Contracts** – Towns are reminded that FEMA requires competitive bidding procedures for procurement of disaster debris management and monitoring services. In order to be eligible for FEMA reimbursement, towns should utilize a competitive bidding/request for proposal process. The State has pre-positioned disaster debris management and monitoring contractors in place (if the towns choose to use them), and they are as follows:

- o **Disaster Debris Response and Management Services** (Contract Award 22PSX0119AA) “AshBritt” provides for clearing, collecting and transporting debris, establishing and operating temporary debris management sites, and ensuring ultimate recycling or disposal of debris.

- Direct contacts

Dilia Camacho at (239) 248-8664 or via email: [dcamacho@ashbritt.com](mailto:dcamacho@ashbritt.com)

Rob Ray at (954) 868-9502 or via email: [rray@ashbritt.com](mailto:rray@ashbritt.com)

- Contract: A copy of the contract may be accessed through DAS’ website: <https://portal.ct.gov/DAS/CTSource/ContractBoard>

Search: [Disaster Debris Response and Management Services](#)

- o **Disaster Debris Monitoring Services (Reimbursement Documentation)** (Contract Award 22PSX0118AA). “TetraTech” provides for monitoring of debris removal operations and debris site management. The monitoring contract also provides comprehensive oversight, guidance and documentation services. This monitoring is required to receive potential federal reimbursement for disaster debris management expenditures under FEMA Public Assistance programs, as applicable.
  - Direct contacts
    - Betty Kamara at (407) 803-2551 or via email: [TDR.Contracts@tetratech.com](mailto:TDR.Contracts@tetratech.com)
    - Ralph Natale at (407) 580-8184 or via email: [ralph.natale@tetratech.com](mailto:ralph.natale@tetratech.com)
    - Frank Guthman, III at (774) 329-4409 or via email: [frank.guthman@tetratech.com](mailto:frank.guthman@tetratech.com)
    - Allison McLeary at (225) 937-2384 or via email: [allison.mcleary@tetratech.com](mailto:allison.mcleary@tetratech.com)
  - Contract: A copy of the contract may be accessed through DAS’ website: <https://portal.ct.gov/DAS/CTSource/ContractBoard>
    - Search: [Disaster Debris Monitoring Services](#)
- ❖ **Open Burning** – Open burning of brush (shrubs, vegetation or prunings, the diameter of which is not greater than 3 inches at the widest point) by municipalities is typically not authorized in an Emergency Authorization and FEMA will not reimburse for illegal open burning. A municipality may only burn brush if it has been issued a permit by DEEP before burning is conducted. Open burning of brush by a municipality can occur only on municipally owned land that has been approved as a solid waste disposal and or recycling location (i.e., a transfer station, recycling center, or landfill). Requests for permit applications may be sent to: [deep.ctopenburning@ct.gov](mailto:deep.ctopenburning@ct.gov). Consult the web page on open burning at this link: <https://portal.ct.gov/deep/air/open-burning/open-burning--municipal>
- ❖ **Guidance and Information** – Please take some time and review DEEP’s Disaster Debris Management Preparedness web page at the links above and below. This is a useful resource page for topics pertaining to FEMA guidance, site selection for temporary debris management sites, contracts, beach sand clean-up and replacement, and much more.
- ❖ **Public Assistance (PA) Forms** – For PA forms, go to DESPP/DEMHS website at <https://portal.ct.gov/despp/service/emergency-management-and-homeland-security>. Scroll down to ‘Programs and Services’ then click on ‘Disaster Recovery’. Then, click on ‘FEMA Public Assistance (PA)’. The PA forms page is: <https://portal.ct.gov/demhs/emergency-management/resources-for-officials/disaster-recovery/fema-public-assistance>.

- ❖ **Requests for Assistance** – During the storm event, stay in contact with your DEMHS Regional Coordinator and tell your Regional Coordinator what services you are requesting and your Regional Coordinator will forward your request to the State Emergency Operations Center (SEOC) with a copy to the IDMTF at [DEEP.debris@ct.gov](mailto:DEEP.debris@ct.gov).
  
- ❖ **Contact Information** – Additional questions can be directed to:
  - Interagency Debris Management Task Force (IDMTF) at [DEEP.debris@ct.gov](mailto:DEEP.debris@ct.gov)
  - Dana Conover (IDMTF Co-Leader) at [demhs.pa@ct.gov](mailto:demhs.pa@ct.gov)
  - Joseph Schiavone (IDMTF Co-Leader) at [joseph.schiavone@ct.gov](mailto:joseph.schiavone@ct.gov)
  - Abigail Wiktorowski (IDMTF Co-Leader) at [abigail.wiktorowski@ct.gov](mailto:abigail.wiktorowski@ct.gov)
  - Annette Coste (IDMTF Co-Leader) at [annette.coste@ct.gov](mailto:annette.coste@ct.gov)
  - DEMHS Region 1, Robert Kenny at (860) 250-2478 or [demhs.region1@ct.gov](mailto:demhs.region1@ct.gov)
  - DEMHS Region 2, Nicole Velardi at (860) 250-3453 or [demhs.region2@ct.gov](mailto:demhs.region2@ct.gov)
  - DEMHS Region 3, Vacant at (860) 250-2548 or [demhs.region3@ct.gov](mailto:demhs.region3@ct.gov)
  - DEMHS Region 4, Josh Cingranelli at (860) 250-3449 or [demhs.region4@ct.gov](mailto:demhs.region4@ct.gov)
  - DEMHS Region 5, Christopher Bernier at (860) 250-2535 or [demhs.region5@ct.gov](mailto:demhs.region5@ct.gov)