

**TOWN OF EAST HAMPTON**  
**Brownfields Redevelopment Agency**

**Regular Meeting**

**Monday, September 27, 2021**

**7:00 PM**

**Town Hall 2nd Floor Meeting Room & Via Zoom**

**Minutes**

**Present:** Chairman Brian Corvo, Kay Willson, Brandon Goff, Virginia Yenkner, and Ryan Baldassario with Town Manager Dave Cox.

**Absent:** William DeMore.

**Call to Order:** Chairman Corvo called the meeting to order at 7:01 P.M. at the town hall meeting room and via zoom.

**Adoption of Agenda:** *A motion was made by Chairman Corvo, seconded by Mr. Goff, to adopt the agenda with the change to move up #7 for the discussion of the Draft RFP to before Town Staff Reports. Voted 5-0 in favor.*

**Approval of Minutes:** *A motion was made by Ms. Willson, seconded by Mr. Baldassario, to approve of the August 23, 2021 meeting minutes with no changes. Voted 5-0 in favor.*

**Public Comment:** None

**Draft RFP for 13 Summit and 1 Watrous and 13 Watrous**

- a. **Will be reviewed by Town Council at Sept. 28 meeting:** The draft was emailed to the agency members to review. It will be reviewed by the Town Council meeting at their meeting tomorrow night. Once the RFP is reviewed it will be approved by the Town Council and sent out quickly. There was some details and verbiage added to the RFP about the water problems and the difficulties in the area of the buildings. There were some points added into the RFP of what could possibly go in the area and changed the time frame of the history of the buildings from 7 years to 5 years. The proposals should be coming in a week before Thanksgiving. The proposals would be reviewed and possible final decisions would be made in the first quarter of 2022. There was discussion of which member would be on the sub-committee for the RFP process. The sub-committee would be the ones reviewing the incoming proposals and recommend a company for final decision to the Town Council. The member from the agency on the sub-committee would give an update at each monthly meeting.

**Town Staff Reports:** No update.

**Continued Business**

- a. **Discussion of 1 Watrous Street:** The RFP has been sent out.
- b. **Discussion of 13 Watrous Street/DECD STEAP Grant:** The grant is being closed out and the RFP is ready.
- c. **Discussion of 3 Walnut Avenue:** The ARP funds could possibly be used to help the clean-up process for the property. There are still some preliminary talks about figuring where the funding would come from.

**Outreach to other Agencies etc.**

- a. **Economic Development – 9/15/21 Walkthrough:** Mr. Corvo, Matt Reich, and Town Manager Dave Cox took a walk through the properties to look and discuss the potential of each. What could and would be able to go in each property.
- b. **Planning and Zoning – contacted Chairperson re: meeting next month:** Mr. Corvo needs to talk to the Chairman for the Planning and Zoning committee about the projects and RFP.
- c. **Arts and Culture – Attended 9/16/21 meeting:** Mr. Corvo mentioned getting them interested in participating on the projects and the RFP.
- d. **Village Center Planning Meeting – 8/3:** Mr. Corvo talked about getting the group interested in getting involved in the RFP and the projects for the rehabbed buildings and the property. The group could be shown the power point presentation to spread more awareness and information.

**New Grants:** There were some emails from Ms. Yenknier about some grants that could help the agency with future projects. The process for applying for more grants would start in early 2022.

**New Business:** Next meeting will be October 25<sup>th</sup>.

**Adjournment:** *A motion was made by Ms. Yenknier, seconded by Ms. Willson, to adjourn the meeting at 7:29 P.M. Voted 5-0 in favor.*

Respectfully Submitted,

Katrina Aligata

Recording Clerk