

**Town of East Hampton**  
Brownfields Redevelopment Agency  
Monday, January 22, 2018  
Regular Meeting – 6:30 P.M.  
East Hampton High School

DRAFT MINUTES

**Present:** Carla Sylvester, Scott Bristol, Mary Ann Dostaler, and Kelly Kerrigan

**Absent:** William DeMore, Dan Wolfram, and Kay Willson

**Call to Order:** Chairperson Sylvester called the meeting to order at 6:36 P.M..

**Adoption of Agenda:** *Mr. Bristol moved and Ms. Kerrigan seconded to adopt the agenda. Voted 4-0 in favor.*

**Approval of Minutes:**

**Regular Meeting on December 18, 2017:** *Ms. Dostaler made a motion to approve the minutes, seconded by Chairperson Sylvester. Voted 3-0-1 with Mr. Bristol abstaining.*

**Public Comment:** None

**Town Staff Reports:** Town Manager Maniscalco reported that the Town Hall facility project is moving forward. A Phase 1 was done of the site and it came back clean, soil sampling was good, Planning & Zoning and Inland Wetland applications are in.

Mr. Maniscalco is working on the RFP for 1 Watrous St. All the garbage has been removed from the inside and the associated bill has been submitted to the court. There are some internal structures that need to be removed and most of the wiring was removed as it was done illegally.

Mr. Maniscalco explained the Tax Increment Finance (TIF) District that has been proposed for the Village Center. The increment funds can be used for a laundry list of improvements, some of which have to do with Brownfields. He answered questions from Agency members regarding the TIF district at this time. A draft of the plan will be shared with the group.

The Police Chief search has been narrowed down to 9 from 30 applicants. Initial interviews will be conducted the first week of February, from which 3 candidates will be identified for interviews with the full interview committee.

The budget cycle is beginning; Mr. Maniscalco stated that if the Agency wished to submit budget requests they should do so shortly.

**Continued Business:**

**DECD STEAP Grant Project Update (13 Watrous Street):** The residential well installation at 4 Starr Place is done. This well replaces the dug well at 13 Watrous St. When Laframboise came back to connect the well, unknown utility pipes were found in the yard. Upon further investigation and coordination with Chatham Health Dept., the new well was connected to the piping of the old well. The water test came back fine.

Laframboise has forwarded an invoice that matches their proposal, but since they have not submitted a well completion report or testing results to Chatham Health, the work is not considered complete. If the tests merit it, a treatment system may need to be installed. Also, due to snow, they have not been able to restore the yard to what it was before the well was installed. This will need to be done in the spring. There was discussion on withholding some money from the invoice until all the work is complete, but it was agreed that it would be better to ask Laframboise to instead submit a partial invoice that can be paid in full. Chairperson Sylvester will speak to Finance Director Jylkka about this matter.

Mr. Bristol stated that he is still working on writing up a plan for PCB removal at 13 Watrous. Discussion of the RFP for that work and a timeline for such was held. The subcommittee will reconnect within the next few weeks.

**New Business:** None

**Confirm next meeting (February 26, 2018 at the Town Hall at 6:30):** Confirmed

**Adjournment:** *Mr. Bristol moved and Chair Sylvester seconded to adjourn the meeting at 7:05 P.M. Voted 4-0 in favor.*

Respectfully submitted,

Eliza LoPresti  
Recording Clerk