

**Town of East Hampton**  
Brownfields Redevelopment Agency  
Monday, November 27, 2017  
Regular Meeting – 7:00 P.M.  
East Hampton High School T-Bell

DRAFT MINUTES

**Present:** Carla Sylvester, Scott Bristol, William DeMore, Dan Wolfram, Mary Ann Dostaler, Kay Willson and Kelly Kerrigan

**Call to Order:** Chairperson Sylvester called the meeting to order at 7:00 P.M..

**Adoption of Agenda:** *Mr. Bristol moved and Mr. Wolfram seconded to adopt the agenda. Voted 6-0 in favor. (Vice Chair DeMore was not yet present during this vote)*

**Approvals:**

**Meeting Minutes of September 6 & 25, 2017:** *Mr. Wolfram made a motion to approve the minutes with corrections as discussed, seconded by Mr. Bristol. Voted 6-0 in favor. (Vice Chair DeMore was not yet present during this vote)*

**2018 Meeting Dates:** *Mr. Bristol moved to approve the 2018 meeting dates and to change the meeting time to 6:30 P.M. Second by Mr. Wolfram. Voted 7-0 in favor.*

**Public Comment:** None

**Town Staff Reports:** Town Manager Maniscalco was not available to attend the meeting, but relayed to Chairperson Sylvester that 1 Watrous St. is nearly cleaned out. Public Works Director Michelson has stated that the trailers were moved and there had been no need to remove the fence at 13 Watrous St.

**Continued Business:**

**DECD STEAP Grant Project Update (13 Watrous Street)**

**Water Supply Well Installation (4 Starr Place):** The contract has been signed to have the well drilled. LaFramboise (the driller) gave a four week turnaround time with the goal of installing the well the second or third week of December. They are currently waiting on their permit. They will install the well, sample, connect to the house, then Chatham Health Dept. will sample. Based on that sample it will be determined if a treatment system is necessary.

**Grant Extension Request:** The extension request has been re-submitted to the State after a revision. Finance Director Jylkka has obtained verbal approval to extend the grant until Dec. 31, 2018, with no revised budget.

**Budget Status/Anchor Invoice:** An Anchor invoice for April – Sept. 2017 was presented, along with the associated change orders. Discussion occurred around the COs and whether the work had been completed as of yet. The contents of the invoice and lack of back-up were discussed.

*Mr. Bristol moved to recommend to the Town that the Anchor invoice not be approved until additional explanatory back-up detail is received, as consistent with previous requests to Anchor. Second by Mr. Wolfram. Voted 7-0 in favor.*

It is estimated that there will be close to \$200,000 left to do the remediation portion.

**Discuss Remediation Scope/Bid Specs:** Chair Sylvester has begun to work on the bid specs. The subcommittee charged with putting this together will meet this weekend to work further.

**New Business:** Mr. Bristol will respond to the auditor regarding the long term liability amount for 13 Watrous St. The amount was discussed and the group consensus was to stay consistent with \$300,000.

**Public Comment (pertaining to current agenda items only):** None

**Confirm next meeting (December 18, 2017 at the Middle School Library):**  
Confirmed

**Adjournment:** *Mr. Bristol moved and Mr. Wolfram seconded to adjourn the meeting at 7:55 P.M. Voted 7-0 in favor.*

Respectfully submitted,

Eliza LoPresti  
Recording Clerk