

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

**Regular Meeting**

**Monday, May 22, 2023**

**6:30 PM**

**Town Hall 2nd Floor Meeting Room #201 and via Zoom**

**Minutes**

**Present:** Ryan Baldassario, Kay Willson, Virginia Yenkner and Victoria Minor with Town Manager David Cox.

**Absent:** Brian Corvo

**Call to Order:** Mr. Baldassario called the meeting to order at 6:33 P.M. in the Town Hall 2<sup>nd</sup> floor meeting room #201 and virtual meeting via zoom.

**Adoption of Agenda:** *A motion was made by Ms. Yenkner, seconded by Ms. Willson, to adopt the agenda as submitted. Voted 4-0 in favor.*

**Approval of Minutes:** *A motion was made by Ms. Yenkner, seconded by Ms. Willson, to approve of the April 24, 2023 regular meeting with no changes. Voted 4-0 in favor.*

**Public Comment:**

- a. **Introduction of Prospective Volunteers:** There were two people present for public comment. Samantha Myers and Rachel Watkins attended the meeting to get a feel for what the agency does in town and what is discussed at the meetings. Samantha has lived in the town for 7 years and she has been an environmental consultant for years. Rachel lived in the town before moving away for some time. She is the manager at CVS and works for a law firm in Portland. Both woman are interested in the agency.

**Town Staff Reports**

- a. **Liaison Reports:** The Town Manager gave the members an update on the progress of the water project. There is a basic design for the plans in place. The Village Center and Memorial School have also been included in the plans for bringing water to town. The budget has been finished and there will be a referendum for next Tuesday at the Town Hall.

**Status Update (if available) - Grant Funding**

- a. **EPA Grant:** The agency was awarded the EPA grant. Documents have been sent to the town to be reviewed and signed. The grant wasn't publically announced yet. The hard part is getting the work started and completed. The next steps is a long process. The

members discussed the planning aspect and details of the projects in town. The agency would need to find LEP's and contractors to perform the work on the projects. There was discussion of the process of find the right LEP for the agency to help with the work at the properties. The 5-year period for the grant starts upon signing the contract.

- b. CT DECD Grant:** The members discussed their approach to contacting DECD about the grant funding. It was suggested to withdraw from the DECD grant once the town signs the documents for the EPA grant. The members can't wait for the DECD grant funding once the agency has the EPA grant signed and funding is available.

**CT State Historic Preservation Office:** Chairman Baldassario and Ms. Willson made some progress with the Historic Preservation Office about the dam. Although, it has been a couple weeks since their last response to the members. The office stated the dam should be on the register. There is another dam in town, on Skinner Street, which is currently listed on the register. A safety rating needs to be performed on the dam. The office states the dam is a brownfields historic dam. Chairman Baldassario will email the office to follow up on the information they provided. The money would be used only for the dam. It can't be used for open space or any other land. The Historic Preservation Office would need to be informed of what will happen on the property and what work will occur to the office. This will help to ensure no corruption or change of status to the dam. This would mean the commission would have to keep the office informed of what work is being done at the 3 Walnut property.

**Initial Review of EHBRA By-Laws:** It is stated in the by-laws that the July meeting should hold elections of officers and a review of the by-laws. The members would need to re-elect the officers during the July meeting.

- a. Discussion on Potential Revisions:** The by-laws have been added to the commission's share folder. The members should review the by-laws for next month's meeting to discuss if there are any changes that should be made.

**New Business:** The agency's budget was approved. In the past, the agency received \$10,000 for a budget. The members would like to get a copy of their budget going forward.

**Adjournment:** *A motion was made by Ms. Yenknner, seconded by Ms. Willson, to adjourn the meeting at 7:27 P.M. Voted 4-0 in favor.*

Respectfully Submitted,

Katrina Aligata

Recording Clerk