

TOWN OF EAST HAMPTON
Brownfields Redevelopment Agency
Regular Meeting
Monday, October 23, 2023
Town Hall 2nd Floor Meeting Room #201 and via Zoom

Minutes

Present: Chairman Ryan Baldassario, Kay Willson, Victoria Minor and Virginia Yenknner with Town Manager David Cox

Absent: Brian Corvo and Rachel Watkins

Call to Order

Mr. Baldassario called the meeting to order at 6:34 p.m. in the Town Hall 2nd floor meeting room #201 and via Zoom.

Adoption of Agenda

A motion was made by Ms. Yenknner, seconded by Ms. Willson, to adopt the agenda as submitted. Voted 4-0 in favor.

Approval of Minutes

A motion was made by Ms. Willson, seconded by Ms. Yenknner, to approve the August 28, 2023 regular meeting minutes as submitted. Voted 4-0 in favor.

Public Comment

Jack Solomon, Old Marlborough Road, and member of the Conservation-Lake Commission spoke about a product called Aquaflex that is being used in the lake to fight phosphorus. Agency members asked questions about the product as its original purpose was in the petroleum industry. Members questioned whether it could be used for stream cleanup.

Town Staff Reports

No report.

Revision of November 2023 Meeting Date

The members discussed moving the November 2023 meeting from Monday, November 27 to earlier in the month to assist in the scheduling with the RFQ process.

A motion was made by Ms. Man, seconded by Ms. Yenknner, to cancel the November 27, 2023 meeting. Voted 4-0 in favor.

A motion was made by Ms. Man, seconded by Ms. Yenknner, to schedule a Special Meeting on Monday, November 13, 2023 at 6:30pm. Voted 4-0 in favor.

RFQ Process

a. Current Status

Mr. Cox noted that seven responses were received for the RFQ. He is working on a grading matrix. The members discussed some of the criteria they feel should be on the matrix. Mr.

Cox will have the document to the members by Wednesday, October 25th, they can provide feedback and the matrix will be finalized by Monday, October 30th. Members should have their grading sheets into Mr. Baldassario by November 11th and he and Ms. Watkins will work on the compilation of data in time for the November 13th Special Meeting.

b. Planning for Interview and Selection

Agency members discussed possible dates and time for interviewing the top firms. The interviews will be held on December 14th from 2pm to 5pm with December 13th from 11am to 3pm as a backup day depending on the number of firms being interviewed. Agency members should send their grading sheets to Mr. Baldassario and Ms. Watkins before the Special Meeting on November 13th.

Current Grant Work – CT DECD

a. Status of Contract

No new information available.

Current Grant Work – EPA Grant

a. Update – Eligibility of Funding for Dam, 3 Walnut Ave

Mr. Cox is getting quotes for dam inspections.

b. Discuss Community Involvement Plan

i. Review Draft of Engagement Materials

This item will be discussed at a future meeting.

c. Updates to EHBRA Webpage

Mr. Baldassario now has access to do updates on the Brownfields web page on the Town site.

New Business

None

Adjournment

*A motion was made by Ms. Yenker, seconded by Ms. Man, to adjourn the meeting at 7:35 p.m.
Voted 4-0 in favor.*

Respectfully Submitted,

Cathy Sirois
Recording Clerk