

TOWN OF EAST HAMPTON
Brownfields Redevelopment Agency

Regular Meeting

Monday, January 22, 2024

6:30 PM

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

Minutes

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

Absent: None

Call to Order: Mr. Baldassario called the meeting to order at 6:43 P.M. in the Town Hall 2nd floor meeting room #201 and virtual meeting via zoom.

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

Approval of Minutes: *A motion was made by Ms. Willson, seconded by Ms. Yenknier, to approve of the December 18, 2023 regular meeting minutes as submitted. Voted 4-0 in favor.*

Public Comment: Jack Solomon, member of the Town Council, mentioned a state law that Brownfield properties are eligible for installing solar arrays. It was suggested that the members think over the state law. A large scale solar array, either roof mounted or on the ground, would be a great advantage for the town. Mr. Solomon wanted to put the solar array on the member's radar. Mr. Solomon also mentioned Shared Clean Energy Facility to the members as well.

Town Staff Reports

- a. Liaison Reports:** The town is in the midst of budget season.
- b. Updates for EPA/DECD Correspondence with Town:** The Town Manager mentioned that the first quarterly report was received. He shared the information with the members.

Discussion - Next Steps for Work with VHB: Amy Vaillancart and Pam Lind of VHB attended the meeting to discuss and answer any questions from the members. Chairman Baldassario spoke at the last Town Council meeting to give an update. Members of the Town Council made a motion to accept VHB on the recommendation of the agency. The scope of work and the project costs, reviewed by Ms. Minor, are looking good. An environmental site assessment for 1 Summit and 13 Watrous was discussed by the members. VHB's project number will be used for the Brownfields project numbers as well. It was suggested to keep the tasks for the DECD grant separate from the tasks for the EPA grant. This would help to differentiate the work being done under the two grants. Another suggestion was made to keep the invoice numbers separate for each grant for the billing and invoicing. This will help to keep track of how much money is

coming out of each grant. This could also prevent any sort of double dipping with both grants. The terms and conditions of the contracts for the grants were reviewed and look good. The EPA grant is more flexible with funding than the DECD grant. The EPA funds can be used in the Village Center as long as it pertains to Brownfields properties. The community outreach section of the grants were discussed by the members. There needs to be some planning and coordinating for creating the outreach program or efforts for the projects in town. The estimated working time for VHB is 28 hours with a dollar amount of \$5,000. The members discussed creating a sub-committee consisting of a couple agency members and some people from the community. The members need to get DEEP approval for starting work on the projects. *A motion was made by Ms. Minor, seconded by Ms. Yenknner, to suggest recommend approval from the Town Council for both VHB contract work estimates in the amount of \$6,500. Voted 4-0 in favor.*

Grant Next Steps: The members discussed the next steps for the grants and projects. The collaboration with Clean Energy Task Force on the use of solar arrays and clean energy solutions on Brownfields properties.

- a. Discuss Communication Plan to Town Agencies/Community Groups**
 - i. TC Recommendation to Collaborate with Clean Energy Task Force/State**

Solar Programming: The members are interested in collaborating with the Clean Energy Task Force on future Brownfields projects. More thinking and planning will be needed for following through on this topic.

- b. Discuss Community Engagement Efforts:** This topic was tabled for next month's meeting.
- c. Determine Need for Website Updates:** This topic was tabled for next month's meeting.

New Business: None

Adjournment: *A motion was made by Ms. Willson, seconded by Ms. Yenknner, to adjourn the meeting at 7:47 P.M. Voted 4-0 in favor.*

Respectfully Submitted,

Katrina Aligata

Recording Clerk