

**Town of East Hampton**  
Brownfields Redevelopment Agency  
Monday, August 28, 2017  
Regular Meeting – 7:00 P.M.  
East Hampton Town Hall

DRAFT MINUTES

**Present:** Carla Sylvester, Scott Bristol, William DeMore, Mary Ann Dostaler, Kay Willson and Town Manager Mike Maniscalco

**Absent:** Dan Wolfram

**Call to Order:** Chairperson Sylvester called the meeting to order at 7:05 P.M..

**Adoption of Agenda:** *Ms. Willson moved and Ms. Dostaler seconded to adopt the agenda with the change of making item number 5 "Review of Bylaws" item number 4. Voted 5-0 in favor.*

**Approval of Minutes:**

**Regular Meeting, July 24, 2017:** *Vice Chairman Bristol made a motion to approve the minutes with a change and an addition as discussed, seconded by Mr. DeMore. Voted 5-0 in favor.*

**Public Comment:** None

**Review of Bylaws:** Within the bylaws was a note about an amendment for "canceled meetings" from 2015 that was apparently not changed in the text of the document. The Agency would still like this to be included. There was discussion on deleting article VIII, section 4, which imposes term limits on the Chairperson and Vice Chairperson. It was also noted that on July 25, 2016, the bylaws were reviewed and affirmed with all amendments from 2015. It was noted later in the meeting that the bylaws were also reviewed and affirmed September 28, 2015. Ms. Willson will email bylaw amendments and addendums in summary to the Agency.

Vice Chairperson Bristol moved to delete section 4. There was discussion on whether this would require renumbering. Vice Chair Bristol amended the motion to strike section 4 and have that section now read "intentionally left blank." This was passed unanimously, however, it was then discovered that per article XII the bylaws cannot be amended without a unanimous vote. Since Mr. Wolfram was absent the discussion on bylaws is tabled until the September meeting.

**Annual Election of Officers:** The election was held in compliance with the existing bylaws.

*Mr. Bristol nominated Mr. DeMore for Vice Chairperson and Parliamentarian; this was seconded by Ms. Dostaler. Motion passed unanimously.*

*Mr. Bristol nominated Chairperson Sylvester for Chairperson; second by Ms. Dostaler. Motion passed unanimously.*

**Town Staff Reports:** The building at 1 Watrous St. is currently being cleaned out by Belltown Recycling. They have removed some external vehicles. Nothing has been removed from the inside yet.

The new community videos are up on the website; these were a free service to the Town provided by CGI.

The public forum on the Town Hall Facilities Campus project will be held tomorrow evening: August 29, 2017 at 6:30 at the High School.

In response to the lack of a State budget Mr. Maniscalco has instituted capital spending and hiring freezes. In addition, the town will implement a tax sale which will take the properties of the top 30 individuals that owe back taxes (in order of amount owed) out to auction if they are not paid. The properties are a mix of commercial and residential; at least two of the properties are on the Brownfield inventory. Details regarding the auction and the properties will be publicly noticed and provided to the Agency. The tax sale will most likely happen in December. There is potential to come up with 3.7 million dollars to help offset the budget with the approaches mentioned above.

The water interconnectivity study is still being worked on and there is no update at this point.

**Continued Business:**

**DECD STEAP Grant Project Update (13 Watrous Street):** Weise is finishing up on site; the fencing and waste disposal are left. There have been no additional invoices from Weise or Anchor to review.

**Water Supply Well Update:** Chatham Health Dept. performed some sampling at the residence at 4 Starr Place to gather an initial representative sample. Chairwoman Sylvester sent out for quotes to install the well. Of four firms, two have provided quotes so far. These will be reviewed after a third bid is received. The two quotes that had been received were discussed and

compared. Mr. Maniscalco stated that a letter was sent to the homeowner but he has not yet been heard from regarding permission to place the well.

**Investigation/Remediation Update:** Mr. Wolfram, Mr. Bristol and Chair Sylvester met to come up with a plan, numbers and a schedule for the investigation/remediation. They determined that the assessment work done in the past was more thorough than all remembered and the existing data is sufficient. However, a bidding process will need to be completed per DECD (rather than issuing a large change order to Weise). This will make it difficult to meet the grant deadline of December 31, 2017. DECD is willing to grant another extension so the work can be completed. There is confidence that there is enough money left in the grant to perform the work. Mr. Wolfram will begin to work on the bid for this. The length of the extension was discussed.

A possible future special meeting was discussed for the above and also to discuss the residential well. The Agency agreed to wait until the homeowner at 4 Starr Pl. is on board with the plan.

**EDC Focus Group:** Mr. Monahan resigned from the EDC and disbanded the Village Center Focus Group.

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

**Confirm next meeting (September 25, 2017 at the High School T-Bell):** Confirmed

**Adjournment:** *Mr. Bristol moved and Vice Chair DeMore seconded to adjourn the meeting at 8:03 P.M. Voted 5-0 in favor.*

Respectfully submitted,

Eliza LoPresti  
Recording Clerk