



REDEVELOPMENT AGENCY MEETING MINUTES  
Monday, February 26, 2018  
100 Broadway, City Hall, Room 319, 6 PM

MEMBERS PRESENT: Chair James Quarto, Alderwoman Stacy Gould, Tucker Braddock, Robert Buckley, James Heist, Anthony Jacobs, Mark Kulos, Sofee Noblick and Shane Roberts

MEMBERS ABSENT: None

SUBCOMMITTEE MEMBERS PRESENT: None

SUBCOMMITTEE MEMBERS ABSENT: Barry Ellison of Norwich Public Utilities, Sean F. Buckley, Diba Khan-Bureau and Jennifer Messervy

OTHERS PRESENT: Jim Olsen and Amy Vaillancourt of Tighe & Bond, City Planner Deanna Rhodes and Recording Secretary Melinda Wilson

- I. Call to Order Call to Order: Chair Jim Quarto called the meeting to order at 6:00 pm.
- II. Roll Call and determination of quorum: Roll call was taken. It was determined a quorum was present.
- III. Approval of Minutes: January 24, 2018 Meeting  
  
On a motion by Mark Kulos, seconded by Tucker Braddock, the Redevelopment Agency (RDA) meeting minutes of January 24, 2018 were unanimously approved as presented.
- IV. Correspondence: Jim Quarto reported Heather Lussier has resigned from the subcommittee due to a multitude of obligations.
- V. Old Business:
  - a. Updates from Amy Vaillancourt & Jim Olsen/Tighe & Bond – Brownfields Assessment Projects
  - Inventory and Prioritization - EPA City-Wide Assessment
    - Update on letters to municipal departments: Amy said these letters explained the inventory project, the inventory list and what information they were looking for from each department. As of now, the fire marshal, historian and

tax collector have responded. The deadline was given as March 1, 2018. Deanna will send out a reminder email. Once the department heads have had time to respond, Amy will be ready to design the draft inventory which should be ready mid-March. So far, Tighe & Bond has 93 sites in the inventory.

- Begin developing prioritization criteria and discuss priority sites nominated by RDA, municipal depts., etc.: Amy noted that criteria can be based on several different priorities. Amy presented a list of properties based on the municipal input she had received to-date for vacant/abandoned, city-owned, and other notable properties. Discussion ensued regarding correct addresses and histories for some of the properties. Amy would like to meet with the Redevelopment Agency members to discuss the inventory list. A workshop at Tighe & Bond's office in Middletown was suggested.
  - Uncas Leap: Amy updated on the tank assessment at Uncas Leap. Her research has found that the business that had been in the Artform building is listed as an existing business. This business is now operated out of the owner's home. The tank removal must be put out to bid.
- Begin public outreach/outreach to property owners: Amy suggested defining the public outreach. She gave several options including public meetings or a group of committees meeting together. The meetings could be walking tours targeted at priority areas. Jim Olsen noted that tracking this outreach is important. For property owners, Amy noted using caution when publically naming sites as brownfields. Priority access to funding would be available only to properties on the public inventory list.
- Student Involvement: Jim and Amy noted that students cannot work at the sites. Students could work on assessment and remediation in ways such as research and data collection. Students could watch the tank removal at Uncas Leap from a safe distance away.

- Shipping Street - DECD Grant update:

270 West Thames Street: Phase I and II have been completed. The reports are being drafted. There were no surprises uncovered.

28 South Street and 27 Terminal Way: There was some remediation done in the past. There is urban fill on the property.

26 Shipping Street: There is a long industrial history at this site. The city has put the property into Voluntary Remediation.

1 Terminal Way: The best use may be to tear it down and cap it.

Flood Hazard Study – Present overview of final report: Jim Olsen reported that FEMA's assessment was fairly accurate. They do not recommend residential development for the area. The structures can be reused.

b. Ponemah Mills – Assessment Grant Status: Deanna reported DECD sent over the agreement for assessment Friday and it has been signed. A Request for Qualifications for consultant services will go out.

c. POCD Plan Implementation Committee: Deanna reported the committee will meet next month.

VI. New Business:

6 pm start time: It was decided to keep the meeting at 6 pm for one more month and re-assess the time.

Jim Quarto asked about out-dated documentation for the land near American Ambulance which needed his signature. He will follow-up with Attorney Michael Driscoll.

VII. Citizen Comment: None

VIII. Adjournment: On a motion by Jim Heist, seconded by Sofee Noblick, the Redevelopment Agency unanimously adjourned at 7:31 PM.