



REDEVELOPMENT AGENCY
SPECIAL MEETING MINUTES
Tuesday, September 16, 2021, 12 PM
Virtual via Zoom

MEMBERS PRESENT: Tucker Braddock, Richard Verbeke, Mark Kulos and Shane Roberts

MEMBERS ABSENT: Chair James Quarto, Alderwoman Stacy Gould

SUBCOMMITTEE MEMBERS PRESENT: None

SUBCOMMITTEE MEMBERS ABSENT Diba Khan-Bureau of Three Rivers Community College (TRCC): Barry Ellison of Norwich Public Utilities, Sean F. Buckley and Jennifer Messervy

OTHERS PRESENT: City Planner Deanna Rhodes and Recording Secretary Melinda Wilson

- I. Call to Order Call to Order: Mark Kulos called the meeting to order at 12:01 pm.
- II. Roll Call and determination of quorum: It was determined a quorum was present.
- III. Approval of Minutes: Not addressed.
- IV. Old Business:
Amy Vaillancourt of Tighe & Bond to provide updates on the following:
Project Budget:

Ms. Vaillancourt reported no significant changes to the budget since her last report to the RDA. The balance of the hazardous materials portion of the grant is \$619. The petroleum portion of the funding has a balance of approximately \$20,000 remaining. The YMCA tank removal was completed and invoiced for \$7,900. The tank at the YMCA was removed. Soil samples from around the tank came back clean. The remainder in the petroleum funds is a little over \$12,000.

- V. New Business:
Discuss and Consider Funding the following:
Task Order #25 – YMCA Additional Project Support

Ms. Vaillancourt reported on the status of the YMCA project. The City of Norwich is issuing a Request for Proposals (RFP) for development of the site. Also, the City has been accepted into the University of Connecticut's (UConn) Brownfield Program. UConn is applying for certification with EPA to provide technical assistance for EPA applications. Currently, students work to support the writing of grant proposals on behalf of

municipalities. The YMCA project was selected, meaning that UConn students will provide support for the creation of the application. City staff will actually write the proposal. UConn has requested specific documentation on the site. Tighe & Bond is prepared to provide support for the EPA grant effort and the RFP issuance.

In addition to applying for an EPA grant for the YMCA project, Connecticut's Department of Economic and Community Development (DECD) announced a new round of brownfield grant opportunities. Ms. Vaillancourt suggested that the city apply to the state for this project, as well. The DECD opportunity will be available sooner than the EPA grant. The DECD proposal is due October 22, 2021. City staff will write the proposal. Tighe & Bond is available to support this effort. Ms. Vaillancourt reported that EPA has given approval to use \$2,500 of the remaining petroleum funding for this purpose. The YMCA qualified as a petroleum site under the EPA guidelines for the grant.

Ms. Rhodes clarified that Tighe & Bond supports the City's grant effort by providing specific paperwork for the grant application. Ms. Vaillancourt reviewed the proposed Task Order #25. It included 2 hours for meetings and correspondence for the CT Brownfield initiative with UConn, 2 hours for provision of documents shared via Drop Box, and the Analysis of Brownfield Cleanup Alternatives (ABCA). All work will be completed and invoiced by September 30, 2021.

Clarifying questions by members were addressed by Ms. Vaillancourt.

On a motion by Tucker Braddock, seconded by Shane Roberts, the RDA unanimously approved Task Order #25 in the amount of \$2,500.

VI. Citizen Comment: None

VII. Adjournment: On a motion by Tucker Bra, seconded by Richard Verbeke, the Redevelopment Agency unanimously adjourned at 12:19 PM.