



REDEVELOPMENT AGENCY  
SPECIAL MEETING MINUTES  
Tuesday, August 24, 2021, 12 PM  
Virtual via Zoom

MEMBERS PRESENT: Chair James Quarto, Alderwoman Stacy Gould, Tucker Braddock, Richard Verbeke and Mark Kulos (joined at 12:05 pm)

MEMBERS ABSENT: Shane Roberts

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: Chair Jim Quarto 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: On a motion by Tucker Braddock, seconded by Richard Verbeke, the Redevelopment Agency (RDA) unanimously approved the meeting minutes of July 26, 2021, as presented.
- IV. Old Business:  
Amy Vaillancourt of Tighe & Bond to provide updates on the following:

YMCA: Ms. Vaillancourt reported that Tighe & Bond has gone through the buildings and done the hazardous materials inspection. They have results and have issued an opinion of probable cost. Their opinion of probable cost for the abatement and demolition of all of the buildings of the YMCA is \$850,000. The test drilling showed fill material and coal ash, with some of the materials having elevated lead. They will do final testing and finish the report this week. They expect to begin the removal of the underground tank in the first or second week of September.

Reid & Hughes: Ms. Vaillancourt reported that the Phase 1 draft will be finalized next week. The only recognized environmental condition was an underground tank that was abandoned in place. There was some damage to the tank. She expects that it will be removed during redevelopment. She confirmed that fifteen years ago there was an offsite environmental hazard that was overseen by DEEP and cleared. The city is assisting with facilitating clean-up but they do not own the building.

Ms. Rhodes reported that the city was accepted into a program with the University of Connecticut to have UConn prepare a grant proposal for the city for a future EPA grant opportunity. There is no charge to the city for this preparation. The city will issue an RFP on the YMCA abatement and potential demolition. Ms. Vaillancourt confirmed that the estimated costs of abatement and demolition will be listed separately in their report. Tighe & Bond will supply documentation that UConn needs to prepare the EPA grant proposal.

**Project Budget:**

Ms. Rhodes noted that members have been supplied with a budget report prior to the meeting. Ms. Vaillancourt reviewed the budget in detail, including the separate petroleum balance. After all pending work is complete, there will be approximately \$6,000 which will close out the grant. Ms. Rhodes clarified that the final tank removal is pending but the budget plans for it. She reviewed the projects in detail.

Ms. Vaillancourt gave an update on 401 – 409 West Main Street and 128 Maple. Jiffy Lube operated on this site. DEEP indicated that EPA funds could not be used for all three properties. That budget item might not be accurate based on the lack of approval to use the EPA funds for all three plots.

**V. New Business:**

Discuss and Consider Funding the following:

Task Order #24 – Grant Closure Administration:

Ms. Vaillancourt spoke to the proposed Task Order #24. Initially Tighe & Bond planned on a three-year grant term. The grant has been extended so more funding needs to be allocated to the grant administration. She reviewed the grant reporting process. This is the last Task Order. She will also include an additional meeting, if necessary, at no additional charge.

On a motion by Alderwoman Stacy Gould, seconded by Tucker Braddock, the RDA unanimously approved Task Order #24 in the amount of \$9,100.

**VI. Citizen Comment: None**

**VII. Adjournment: On a motion by Tucker Braddock, seconded by Mark Kulos, the Redevelopment Agency unanimously adjourned at 12:39 PM.**