**TOWN OF EAST HAMPTON**

**BROWNFIELDS REDEVELOPMENT AGENCY**

 **REGULAR MEETING**

**Monday, February 24, 2014**

**7:00 p.m.**

**Town Hall Meeting Room**

**MINUTES** – Draft

**Presen**t: Chair Cindy Karlson, Vice Chair Carla Sylvester, Kay Willson, Dan Wolfram, Scott Bristol.

**Absent**: Mary Ann Dostaler, William DeMore.

**Also Present**: Public Works Director Phil Sissick.

1. **Call to Order**

 This regular meeting was called to order by Chair Karlson.

1. **Adoption of Agenda/Added Agenda Items**

 Mr. Bristol made a motion to adopt the agenda as presented, seconded by Ms. Sylvester. 5/0/0. Motion passed.

1. **Approval of Minutes**
2. **Meeting of October 28, 2013.**

***Ms. Sylvester motioned to approve the minutes of October 28, 2013, seconded by Ms. Willson, Vote 5/0/0, motion passed***.

1. **Meeting of November 25, 2013**

***Mr. Wolfram motioned to approve the minutes of the November 25, 2013 meeting, seconded by Ms. Willson. Vote 5/0/0. Motion passed.***

1. **Public Comments** – None
2. **Staff Reports**

Public Works Director Sissick had no report.

1. **Liaison Reports**

 Regarding the meeting to revive the Water Task Force, approximately 70 people were present.

 The old dry cleaner property was purchased.

1. **Old Business**
2. **Epoch Arts – Report and Invoice Status**

Comments were given to VHB in December, no report yet. The invoice is due in today. Once report is received, agency will meet with Epoch Arts.

1. **Recordkeeping**

Ms. Willson has begun the purchase order process.

1. **New Business**
2. **USEPA Grant Status**
3. **Groundwater Evaluation Scope of Work**

Post award – came through with only a few questions for Mr. Jylkka regarding recordkeeping.

Discussion ensued regarding information necessary for scope of work, list of Town-owned properties, surveys, wells, etc.

Chair Karlson will draft something for committee.

1. **Potential Community Outreach and Education**

This effort could help in furthering East Hampton’s position for future grants, etc.

1. **Public Comment** (pertaining to current agenda items only)
2. **Confirm Next Meeting** – February 24, 2014. The time will be 6:30 p.m.
3. **Adjournment**

***A motion to adjourn was made by Mr. Bristol. Meeting adjourned at 7:40 pm.***

Respectfully submitted,

Jennifer Carducci

Recording Secretary

(not present at meeting – minutes recorded from CD)