Meeting Minutes
Town of East Haddam
Redevelopment Agency
June 12, 2025

1. Call to Order
The meeting was called to order by Chair William DiCristofaro at 7:02 p.m. at the Municipal Office Complex, Meeting Room 1. The Pledge of Allegiance was recited.

Attendance
Redevelopment Agency Members Present: William DiCristofaro, Andrew Lord, James Curtin, Randy Dill, Jacquelin Nowell, Caitlin Taylor, John Cotter, Cameron Hendry, Thomas Sevigny, Harvey Thomas (BOF Liaison).

Absent Members: Jeff Miller.

Other(s): Amy Valencourt VHB and Linda Zemienieski.

2. Approval of Minutes
a. Regular Meeting of May 22, 2025
Motion: To approve the meeting minutes as presented.
Lord/Cotter

Favor: DiCristofaro, Lord, Nowell, Taylor, Cotter, Sevigny, Curtin, Hendry

Abstain: Dill
Passed.

3. Committee Reports
A. Executive
Mr. DiCristofaro reported that a meeting would be scheduled with Kathleen Klink, and there was discussion about arranging a meeting with the Sons of the American Revolution for further collaboration.

B. Environmental
Ms. Valencourt provided the Agency with a Site Assessment Report and presented the findings of the recent site assessment. Arsenic was detected in every soil sample, but levels were consistent with past findings and may be attributable to natural background sources. Heavy metals, including lead, were located beneath the garage slab, an area currently capped and not requiring remediation unless the structure is removed. Petroleum hydrocarbons (ETPH) were found in groundwater, with one well exceeding state standards slightly. It is believed this may be due to parking lot runoff, potentially worsened by a faulty well cap. Additional groundwater testing is scheduled for September and December to complete seasonal monitoring. Amy explained options for addressing contamination, including pursuing an Environmental Land Use Restriction (ELUR) or waiting for a developer to incorporate remediation into redevelopment plans. Discussions are ongoing with DEEP to verify arsenic as a background condition, which

would resolve a significant portion of environmental concerns. The overall report indicated the site is in good shape and nearing regulatory closure.

C. Finance
A budget update was provided. The Agency was reminded that $26,000 in professional services funds from the current fiscal year must be invoiced before June 30 to avoid lapse. Grant funds remain available, including allocations for future planning and assessments. Coordination with VHB was ongoing to ensure timely execution of the master planning contract and proper use of available funds.

VHB's Master Planning contract will be funded through a combination of three funding sources: $26,000 in town operating funds, a $15,000 SHPO grant (which includes a required match), and a portion of existing Brownfield grant funds.

The $26,000 from town funds will be invoiced first, followed by the SHPO grant funds. If there is a remaining balance, up to $30,000 from the original $130,000 Brownfield grant (set aside for planning within the Brownfield area) can be used to cover the difference. Importantly, this portion of Brownfield funds is flexible and can also be used for future environmental assessments of other properties within the project area. The $76,300 referenced for planning includes contributions from these multiple sources and does not reduce the full Brownfield planning allocation—it is in addition to it.

Mr. Curtin suggested that, beyond environmental work, the agency should consider advancing design and engineering for key infrastructure elements such as the proposed walking path along the river and potential access improvements via Broom Road. These efforts would require hiring a surveyor and an engineer and could be pursued using the agency's upcoming professional services funds in the next fiscal year (anticipated at $26,000). He emphasized that early surveying and conceptual design work could run parallel to the master planning process, helping define feasible routes, right-of-way needs, and grade modifications in advance. This proactive work would provide developers with clarity on viable access options, especially where existing limitations like steep grades or road widths affect future buildout. The Agency agreed that understanding whether Broom Road can be upgraded is essential for making use of parcels like Mary Ellen Klinck's property. It was also noted that the VHB master planning team includes a dedicated traffic specialist, and that the master plan would address these issues at a high level before moving into more detailed engineering.

D. Community Engagement
Mr. Dill noted that a summary of the May meeting had been published in the East Haddam News, inviting residents to become involved in the redevelopment planning process.

E. Legal
The TIF plan and consultant contract had been sent to the town attorney on June 3 for review. No response had been received. A follow-up email will be sent, and a phone call is planned to expedite legal review and ensure timely contract execution.

F. Master Planning
VHB was selected as the master planning consultant. The award letter was issued, and the contract was in development. A project kickoff is expected before the end of June, with a six-month timeline. VHB emphasized a strong public engagement component, and the agency discussed how to schedule check-ins and integrate community input throughout the process.

4. Old Business
Nothing new.

5. New Business
Members discussed the need to manage real estate acquisition matters discreetly. It was agreed that related discussions could be added to future agendas as needed, and executive sessions would be used when appropriate to protect the agency's negotiating position and comply with FOIA regulations. Mr. Lord suggested putting Real Estate Discussion under Old Business on future agendas.

Linda Zemienieski informed the agency that Facilities Director Don Angersola had included $150,000 in the proposed capital budget for demolition of the garage building, citing safety concerns due to structural deterioration. She recommended that the agency coordinate directly with Don, particularly regarding the environmental implications of removing the concrete slab, which currently caps contamination. If the slab is removed, remediation may be triggered, and it was unclear if Don's plan accounted for that. Linda also suggested that demolition of the building could be a strong candidate for a future STEAP grant application, similar to how the town previously secured funds to remove the brown barn.

6. Bills
Motion: To approve payment of the invoices:

- VHB: $247.50
- Camoine: $8,852.95
  Dill/Cotter
  Passed unanimously.

7. Next Scheduled Meeting
The next regular meeting was confirmed for Thursday, June 26, 2025. The agency agreed to cancel the meeting scheduled for July 10, 2025.

Motion: To cancel the July 10, 2025 meeting.
Sevigny/Dill
Passed unanimously.

8. Public Comment
There was none.

9. Adjournment
Motion: To adjourn the meeting at 8:20 p.m.

Nowell/Dill
Passed unanimously.

Respectfully submitted,
E. Ruth Ziobron
Recording Secretary