

**BROWNFIELDS REDEVELOPMENT FOCUS GROUP
MINUTES OF REGULAR MEETING
WEDNESDAY, JULY 28, 2021
GAZEBO AT THE TOWN GREEN - 7 WAVERLY AVENUE**

MEMBERS PRESENT: Melissa Felter, Bob Wildermuth, Shaun Manning, Tim Lavoy, Malcolm Beeler, Angela Aresco (Arrived at 6:26pm). Town Staff: Susan Bransfield – 1st Selectman, Jim Trip – Board of Selectmen, Mary Dickerson – Economic Development/Planning.

CALL TO ORDER: The meeting was called to order at 6:03pm.

AGENDA: Shaun Manning made a **MOTION** to accept the agenda, seconded by Bob Wildermuth. VOTE unanimous, MOTION carried.

MINUTES: Shaun Manning made **MOTION** to approve the minutes of the May 26, 2021 meeting, seconded by Bob Wildermuth. VOTE unanimous, MOTION carried.

REVIEW OF SCOPE OF SERVICES AND ADDENDUM TIMELINE:

Mary Dickerson provided the following update:

- Tighe & Bond issued the original Proposal for Planning and Oversight of 222, 230, and 248 Brownstone Avenue in February 2020. The Town accepted this proposal with a fee for the Scope of Services not to exceed \$210,500.
- In January 2021, Tighe & Bond and the Town of Portland amended this contract to reflect anticipation of an extra \$20,000 in costs related to Negotiations & Administration, Remedial Design Investigation, Remedial Action Plan, Project Support and Permitting. The additional costs agreed to in Amendment No.1 brought the total fee for the Scope of Services to \$230,500.
- In July 2021, Tighe & Bond and the Town of Portland agreed to Amendment No. 2. This amendment Included preparation of Bid Specifications, the Final Investigation Report and Completion of Investigative Form, the Engineered Control and Widespread Polluted Fill Variance, PCB Sampling, and Engineering, bringing the fee for the Scope of Services to not more than \$259,500.
- Tighe & Bond submitted a request and received a Letter of Determination from DEEP for the Natural Diversity Data Base, indicating that there are no expected negative impacts of state listed species. This determination expires May 28, 2023.
- The Bid Specifications including advertisement to Bidders, CHRO requirements, prevailing wage rates, bid form, and insurance and bond requirements have been completed by Tighe & Bond and submitted to the DEEP and DECD for review. Once DEEP/DECD analysis is complete and the Bid Specifications approved, the remediation project can immediately be put out to bid.
- Award of the contract for remediation is expected in September with work starting as soon as possible. Under the Brownfields Revitalization and Remediation Program, the Town must initiate the remaining remedial activities by October 31, 2022.

COMMERCIAL USE SURVEY: Mary Dickerson distributed an updated survey of potential uses that included uses from the previous survey and added suggestions provided by focus group members and requests of Town Staff. She requested the completed surveys be returned to her by August 23, 2021. Surveys will be emailed to all members of the Focus Group.

PUBLIC COMMENT: None

ADJOURN: Shaun Manning made a **MOTION** to adjourn the meeting at 6:43pm, seconded by Bob Wildermuth. VOTE unanimous, MOTION carried.

Respectfully Submitted,


Mary Dickerson -Acting Clerk