

**Meeting Notes of  
MetroHartford Brownfields Advisory Committee Meeting  
March 30, 2017  
CROCOG Offices, Hartford CT**

**Attendance**

Gary Anderson	Town of Manchester	Todd Andrews	Goodwin College
Glenn Geathers	City of Hartford	Mark Lewis	CT DEEP
Shaun Gately	Town of Vernon	Lilia Kieltyka	CT DECD
Leslie Campolongo	Town of Vernon	Jim Olsen	Tighe & Bond, Inc.
Jim Burke	Town of Windsor	Arthur Bogen	Naugatuck Valley COG
Mike O'Leary	Town of Hebron	Amy Vaillancourt	Tighe & Bond, Inc.
John Guskowski	Town of Hebron	Mary Ellen Kowalewski	CROCOG
Eileen Buckheit	Town of East Hartford	Lynne Pike DiSanto	CROCOG

**Introductory Remarks & Acceptance of April 28, 2016 Meeting Notes**

Mary Ellen Kowalewski of CROCOG opened the meeting at approximately 1 pm and asked attendees to introduce themselves. She asked for acceptance of the draft meeting notes from the April 28, 2016 Brownfields Advisory Committee meeting. Jim Burke moved to accept the minutes as drafted; Shaun Gately seconded and all voted in favor. Ms. Kowalewski then introduced Arthur Bogen of the Naugatuck Valley Council of Governments who would make a presentation on his years of experience working with the EPA's Revolving Loan Fund Program.

**Overview of EPA's Revolving Loan Fund Program**

Arthur Bogen, Environmental Planner from NVCOG, said he had experience with the Valley COG and Winsted RLF programs. He said the EPA Brownfields RLF program can provide financing for cleanup of sites, an activity banks may be hesitant to finance. He said when the loans are repaid, the funds can then be used for cleanup or assessment.

He described the special project tasks that are required under the program and noted the timelines for these tasks should be considered because they require public notice and information meetings and EPA reviews:

- Analysis of Brownfields Cleanup Alternatives (ABCA) which the LEP prepares for EPA and public review
- Quality Assurance Project Plan (QAPP) which the LEP prepares for EPA approval
- Community Relations Plan (CRP) which can be prepared by either the LEP or staff

He said other program requirements include the need to pay and document Davis-Bacon wages (this includes interviewing workers) and the need for obtaining and documenting at least three bids for work.

He recommended an independent party such as a local bank be retained to perform underwriting for loans and determining the credit-worthiness of borrowers. He said all documents should be retained by the underwriter. He offered practical advice on evaluating borrowers, loan terms, and other aspects of the program.

### **Status Report and Next Steps for MetroHartford Brownfields-Funded Projects**

Jim Olsen of Tighe & Bond presented an update on progress made on the MetroHartford assessment projects:

- A Phase I ESA was completed for 304 Main Street, East Hartford, a former Town Firehouse. This project was funded under the EPA Assessment grant.
- The DECD funded Phase II ESA and Hazardous Building Materials Assessment of demolition debris for 85 Hawthorn Street in Hartford was completed.
- A Phase I ESA was completed and the Phase II ESA and hazardous building materials assessment (HBMA) for 296 Homestead Avenue in Hartford were initiated. These investigations are funded under the EPA Assessment grant.
- The DECD funded Phase II ESA and the HBMA for 150 Windsor Street in Hartford were completed.
- The EPA funded Quality Assurance Project Plan (QAPP) for a Phase III ESA for the Gerich Service Station in Manchester was approved by US EPA, the Phase III ESA and HBMA were completed.
- The EPA funded Phase I ESA and HBMA for the Citizens Block in Vernon was completed and Tighe & Bond recommends a Phase II ESA be conducted if the site will be redeveloped.
- The EPA funded Phase I and II ESAs for 20-26 Poquonock Avenue in Windsor were completed and Tighe & Bond recommends a Phase III ESA be conducted.
- The EPA funded Phase I and II ESAs for 109-125 Poquonock Avenue in Windsor were completed and Tighe & Bond recommends a Phase III ESA be conducted.

Amy Vaillancourt of Tighe & Bond provided an update on the DECD funded Targeted Brownfields Inventory. She demonstrated the information and mapping available in the inventory.

Glenn Geathers of the City of Hartford reported that the Nuclear Regulatory Commission (NRC) plans to investigate 85 Hawthorne Street for the presence of Radium. Mark Lewis of CT DEEP said NRC has investigated a number of other sites in Connecticut recently.

Leslie Campolongo of the Town of Vernon reported that façade improvements to the Citizen Block building were completed using state grant funding.

### **Report on Funds Committed and Discussion of Potential for New Projects**

Mary Ellen Kowalewski referred to the spreadsheet provided to attendees outlining authorized and estimated costs of the environmental assessments identified to be funded through EPA and DECD. She pointed out the highlighted rows which outlined the proposed upcoming studies and the amount of funding remaining to undertake those studies. She said Hebron had requested an update to the 2010 RAP prepared for the 501 Church Street site because the Town is ready to take ownership of the site and want to ready it for redevelopment. She said CRCOG had funded the previous RAP and Phase II/III ESAs.

She said the Phase II ESAs had recently been completed for the Poquonock Avenue sites in Windsor and recommended taking the investigations as far as remaining available funding will allow.

Mike O'Leary, Hebron Town Planner and John Guskowski, Hebron Economic Director, provided the committee with background information of the 501 Church Street site, the Town's plans for the site and explained why the Town was requesting funding for an updated RAP.

Ms. Kowalewski asked if there was a consensus to support CRCOG moving forward with negotiating scopes of work with Tighe & Bond for an updated RAP for the Hebron site and Phase III ESAs for the Poquonock Avenue sites. After some discussion, Glenn Geathers moved to have CRCOG negotiate scopes of work to determine extent of need and content of an updated RAP for 501 Church Street and for the proposed Phase III investigations; Todd Andrews seconded. All were in favor.

**Adjournment**

The meeting was adjourned at approximately 3 pm.

**Note:** Meeting attendees were provided with an agenda, draft meeting notes from the April 28, 2016 meeting, copies of the slides from Arthur Bogen's presentation, a spreadsheet detailing authorized and estimated costs of the projects utilizing EPA and DECD funds, and Candidate Site Evaluation Forms for 304 Main Street, East Hartford and 501 Church Street, Hebron.