

Regional Brownfields Partnership of West Central CT

c/o VCOG, Main St., RR Station, Derby, CT 06418

Annual Meeting

Regional Brownfields Partnership
Thursday, June 14, 2007 - 2:00 p.m.

at

Waterbury Regional Chamber
83 Bank St., Waterbury
(directions attached)

Sustainable Development and You – *The need to incorporate sustainable development practices in all areas of our communities becomes more apparent with each new climate problem that we experience. Simple changes will help reduce heat island effects, reduce runoff, help cool the fishing streams and recharge groundwater. Our discussion will center on how we can incorporate these practices into Brownfields reuse. We can make some of our most uncomfortable places into showplaces.*

Agenda

Welcoming Remarks – Rick Dunne, Executive Director, Valley Council of Governments

Business Portion –

1. Approval of Minutes of March 8, 2007 RBP Meeting
2. Report of Nominating Committee and Election of Officers
3. Financial Report
4. Project Report

Guest Speaker – **John S. Rozum**, *Connecticut NEMO Program Director*; John Rozum is the coordinator of the Connecticut NEMO program. As coordinator, he delivers workshops and training to Connecticut's 169 towns and assists them to implement land use practices that protect water resources. John is a certified planner (AICP) with a M.S. in Land Use Planning and a M.S. in Ecology both from the University of Arizona. He has professional experience in land use planning, scientific research, and ecological field science. As a planning consultant, he prepared land use and watershed plans, developed zoning revisions, and completed technical reports for numerous municipalities. John has served on his town's planning and zoning commission for over four years.

****Thanks to Steve Sasala and the Waterbury Regional Chamber for hosting the Partnership****

**MINUTES OF ANNUAL MEETING
REGIONAL BROWNFIELDS PARTNERSHIP OF WEST CENTRAL CT
THURSDAY, JUNE 14, 2007
At Waterbury Regional Chamber
Waterbury, CT**

RBP Representatives Present: Beth Lynch, Ansonia; Edward Jurzynski, Beacon Falls; Robyn Bugbee, Bristol; Sheila O'Malley, Derby; Wayne McAllister, Naugatuck; Richard Eigen, Newtown; Bill Kuehn, Plymouth; Ron Skurat, Seymour; Maura Martin, Thomaston; Adam Rinko, Waterbury; Roy Cavanaugh, Watertown; Elaine LaBella, HVA; Karen Spargo, NVHD, VCOG; Sam Gold, COGCNV; Margus Laan, CCRPA; Tim Carr, GeoDesign; Carol Burkhart-Lyons, NVP; Paul Pimentel, Rep. Shays' Office;

Others Present: Arthur Bogen, Rick Dunne, Jan Jadach, VCOG Staff; John Rozum, CT NEMO Program; Daniel White, CTDEP; Pat DeRosa, CTDEP; Doug Ganey, Louis Berger Group; Sam Haydock, BL Companies; Robert Halgreen, NVP.

Rick Dunne, VCOG Executive Director, welcomed everyone to this annual meeting and thanked Steve Sasala and the Waterbury Regional Chamber for their hospitality in hosting today's meeting. He then proceeded to give a brief overview of the Regional Brownfields Partnership, formerly the Naugatuck Valley Brownfields Pilot, which was established in 1996. He noted the RBP's purpose is to provide Brownfields management capacity and financial resources for its municipal members--specifically, obtaining state and federal funds to invest in those communities. Since 1996, we have conducted over 60 environmental assessments and invested over \$3 million in federal, state and local funds in the region.

Mr. Dunne went on to inform those present that, unfortunately, Brownfields funding is currently proposed to be cut by 35% at the federal level with a 46% cut proposed in assessment funds. He urged the members to contact their federal legislators regarding these proposed cuts. He also mentioned that RBP was not chosen to receive EPA assessment funding this year. However, the Partnership has enough money available to conduct assessments for the upcoming year, and we are working on some special projects that should keep the staff busy over the next 2-3 years. He briefly discussed O'Sullivan's Island in Derby, the Partnership's very first regional priority, identified back in 1996. This contaminated site is on track to receive funding from several sources to reclaim some or all of the property as a public waterfront park.

Rick then turned the meeting over to RBP Chairman, Roy Cavanaugh.

Chairman Roy Cavanaugh called the meeting to order at 2:20 p.m. and asked that all rise to pledge allegiance to the flag. Following this, the Chairman asked that everyone present introduce themselves.

Approval of Minutes: The Chairman called for a motion to approve the minutes of the March 8, 2007 meeting.

Motion: by Bill Kuehn; – To accept the minutes of 3/8/07 as presented. Second: Beth Lynch; Vote: Unanimous

Report of Nominating Committee and Election of Officers: Robyn Bugbee then presented the slate of officers that had been voted on at the Nominating Work Group meeting last month. The proposed slate is as follows: Chairman: Roy Cavanaugh, Watertown; Vice-Chairman: Sheila O'Malley, Derby; Secretary/Treasurer: Robyn Bugbee, Bristol. The Chairman then asked three times if there were any nominations from the floor. Their being none, Dick Eigen made a motion to close the nominations, seconded by Ed Jurzynski. Unanimous.

Motion: By Dick Eigen – To have the secretary cast one ballot for the proposed slate of officers; Second: Ron Skurat; Vote: Unanimous.

The Secretary cast one ballot for the slate of officers. The Chairman then thanked everyone for their confidence and introduced Robyn Bugbee to present the financial report.

Financial Report: Robyn Bugbee then discussed the financial report that had been handed out to those present. She began with the narrative financial report, starting with the DECD combination loan/grant. Of the \$500,000, we have expended \$126,543. This leaves an available balance of \$373,457. The EPA revolving loan/grant has \$809,239 available. We share this fund with Danbury and administer it on their behalf. The fund balances remaining are \$476,023 for Danbury and \$333,216 for the rest of the region. The EPA HazMat Grant has expended \$190,609, leaving an available balance on this grant of \$9,390. We receive 10% from municipalities for admin, so the total admin contribution for this grant is \$17,481. The EPA Petroleum Grant has expended \$83,921, leaving an available balance of \$41,078. Ms. Bugbee then noted that at the May 23rd Executive Board meeting, \$10,000 was approved from this fund for Plymouth for their Waterwheel Park project. That is not reflected in this report. Again, there is a 10% admin fee attached to each project.

Ms. Bugbee informed those present that brownfields dues are \$800 annually and we have expended \$13,619 of these funds. Unfortunately, six of the member communities have not made their payments so we are running a deficit of \$4,019 in this account. She then indicated that the last page of the narrative shows a summary of funds/grants. Out of \$1,648,639 granted to us, we still have available \$1,233,946.

Ms. Bugbee then briefly discussed the next page—a spreadsheet showing each project we have agreed to provide funding for, the funds encumbered, subcontractor contracted

funds, and the admin billing. The last page of the report shows dues collected and expenses. Carol Burkhart-Lyons questioned why \$4,800 is uncollectible. Rick Dunne answered that if a municipality has not appropriated funds to pay their dues, we consider it uncollectible. However, if a town comes in with a project, all dues must be in place in order for them to proceed, so we may get the dues at the back end. He noted that VCOG picks up for the towns that have not paid.

Motion: By Ed Jurzynski – To accept the financial report as presented; Second: Dick Eigen; Vote: Unanimous.

Annual Project Report: Arthur Bogen indicated that everyone had received a copy of the project report, and he would be glad to answer any questions regarding any of the projects. He wanted to thank those individuals who have contributed to making this organization work so well. In addition to the officers who contribute extra time and effort, there are people in each community who help make things work. Much of the success of this program is due to people like this.

Rick Dunne then informed those present that Arthur Bogen has been selected to be a member of the International Scientific Advisory Committee for the Fourth International Brownfields Conference which will take place in Greece next May. He went on to say that VCOG, at their meeting yesterday, had endorsed the effort to raise money and act as fiduciary for funds to send Arthur, a member of the Technical Committee, a DEP representative and possibly an EPA representative to this Conference.

Arthur Bogen then introduced John Rozum, NEMO Program Director, and noted that NEMO's history involves dedicated individuals working to educate and train people to implement land use practices that protect water resources. He further noted that the Partnership has had a relationship with NEMO going back 7-8 years. They have contributed a lot of information to the Regional Plan of Development. We are fortunate in that NEMO and Mr. Rozum have worked with municipalities on low impact and sustainable design. Arthur said NEMO is a very visionary group, and we are privileged to have Mr. Rozum with us today.

Mr. Rozum then proceeded to give a very informative power-point presentation on non-point source pollution, indicating that NEMO stands for non-point education for municipal officials. He also had some handouts for everyone present to take with them. Following his presentation, Mr. Rozum then answered several questions from the group.

The Chairman then thanked Mr. Rozum for his interesting presentation and thanked all for attending. Their being no further business, the meeting was adjourned at 3:45 p.m.