

**Town of East Windsor
Broad Brook Mill Site Remediation Committee**

Meeting Minutes, Wednesday, February 6, 2019

East Windsor Historical Society Osborn House, 113 Scantic Rd., East Windsor

Attendance: Tom Talamini, Jessica Bottomley, Andy Hoffman

Absent: Kirk Montstream, Len Norton, Rand Stanley, Keith Yagaloff

Chairperson Jessica Bottomley called the meeting to order at 7:05 pm.

Public Participation: Linda and Rich York. Participation from guests in discussion.

- I. Quorum Not Established
- II. Public Participation: Guests participated in discussion. Rich and Linda York stated that the Broad Brook Congregational Church has made them the official representatives of the congregation when they attend the Broad Brook Mill Site Remediation Committee Meetings.
- III. Correspondence: Jessica sent a letter to Katie Dykes, Commissioner of DEEP.
- IV. Approval of Minutes: Minutes were reviewed.
- V. Added Agenda Items: None.
- VI. New Business:
 - a. Preparation for Collins Aerospace Representative/UTC: Andy Hoffmany stated that he spoke with Martin D'Eramo and the meeting with him on February 20th will no longer be happening. Mr. D'Eramo would still like to meet in the future, however, with the new Collins Aerospace administration, he would like to take the time to meet with them first and then have all parties come together.
 - b. Preparation and Strategy for DEEP/COLLINS(UTC)/DECD/etc Meeting: The group agreed that all attendees know the 2 primary goals of the committee which is to have the contamination pile removed and to ensure the preservation of the historical structures. Andy, Len, and Keith will all be in attendance to represent the committee.
- VII. Old Business:
 - a. Grant Opportunities: Andy Hoffman stated that he spoke with Mr. Moore at DECD about the Brownsfield monies. He stated that monies exist, however, the grant would have to go to the town and cannot go to the corporation. The town would have to work with Collins Aerospace as they select a contractor but the town would need to be the ones to pay the contractor directly. When any Grant request is submitted, a detailed accounting of Collins Aerospaces involvement should be included. Andy will speak with Chris Davis about this as well.
 - b. Document Review and Strategy: The committee should review each grant available ant determine the type of information that needs to be gathered. The committee should work on gathering that information now to be better prepared for the grant process. CROG may be a good resource for assistance with writing a grant. TheFacebook page for this committee should also be made to ensure the townspeople have the most up-to-date information about the site.
 - c. Project Timeline: The timeline was reviewed. The timeline and action steps will need to be reviewed and updated at the next meeting.
- VIII. Adjournment

The meeting adjourned at 7:48 PM.

Minutes completed and submitted by Jessica Bottomley.