

South Meadows Transition Committee  
May 7, 2024  
Meeting Minutes

A Regular Meeting of the South Meadows Transition Committee of the MIRA Dissolution Authority was held on May 7, 2024. Present either in-person or via video or audio conferencing were:

Committee Present:            Director William Beccaro (Committee Chairperson)  
   Director David Steuber  
   Director Matthew Dayton  
   Director Rachel Taylor  
   Director Bert Hunter (Ex Officio)  
   Member William DiBella  
   Member Frank Dellaripa

Other Directors Present:     Joseph DeNicola

Other Members Present:     Thomas Swarr

Authority Staff Present:     Mark Daley, President and CFO  
   Christopher Shepard, Environmental Compliance Manager  
   Roger Guzowski, Supply Chain Manager  
   David Bodendorf, Mgr. of Engineering, Construction & Power Assets  
   Ann Catino (Halloran & Sage), General Counsel

CT-DEEP Staff Present:     Michael Looney  
   Jade Barber  
   David McKeegan

TRC Environmental Corp. Staff Present:     Carl Stopper

Others Present:                (860) 338-0069 (call-in via Zoom)  
   (860) 573-5203 (call-in via Zoom)  
   (978) 532-1900 (call-in via Zoom)

This meeting was recorded via ZOOM conferencing and is posted on the Authority's website at:  
<https://www.ctmira.org/mira-dissolution-authority-south-meadows-transition-committee>

**1.        Call to Order; Chair's Welcome**

Committee Chairperson Beccaro called the meeting to order at 11:02 A.M. and confirmed that a quorum was present.

**2. Public Comment (3 minutes per speaker)**

Committee Chairperson Beccaro invited members of the public to address the Committee. There were no public comments, and Committee Chairperson Beccaro proceeded with the next agenda item.

**3. Approval of Minutes of the April 9, 2024 Regular Committee Meeting**

Committee Chairperson Beccaro requested a motion to approve the minutes of the April 9, 2024 Regular Committee Meeting. The motion was moved by Director Steuber and seconded by Committee Chairperson Beccaro.

Committee Chairperson Beccaro asked if there were any discussion, comments, corrections or modifications requested. Hearing none, Committee Chairperson Beccaro asked for a voice vote. Director Dayton abstained from voting because he did not attend the April 9, 2024 meeting. There were no “opposed” votes. The draft minutes were approved by the voice-vote.

**4. Review and Approve Draft Resolution for MIRA Dissolution Authority Board of Directors Awarding the South Meadows Redevelopment Consideration Study**

Committee Chairperson Beccaro requested a motion to discuss the following resolution. The resolution was moved by Director Steuber and seconded by Director Dayton.

**WHEREAS**, The MIRA Dissolution Authority (the “Authority”) was established pursuant to Public Act 23-170 effective July 1, 2023 as successor to the Materials Innovation and Recycling Authority whereupon it became obligated to identify the immediate environmental needs and knowledge necessary for future redevelopment of the Authority’s South Meadows Site, and to engage representatives of the City of Hartford and other stakeholders, as appropriate, with respect to the future of the South Meadows Site; and

**WHEREAS**, The Authority’s South Meadows Transition Committee, working with management and staff, developed a comprehensive Scope of Work responsive to this obligation and on January 18, 2024 the Authority issued its resulting Request for Proposals to Conduct the South Meadows Redevelopment Considerations Study; and

**WHEREAS**, On March 11, 2024 the Authority received six competitive proposals to conduct the South Meadows Redevelopment Considerations Study which have been evaluated in accordance with the criteria of the RFP and the Authority’s applicable policies and procedures including interviews conducted with certain Proposers on March 26, 2024; and

**WHEREAS**, On April 9, 2024 the Authority’s South Meadows Transition Committee resolved to direct the South Meadows Redevelopment Considerations Study RFP Evaluation Committee to further meet and negotiate with a proposer and to finalize a Consultant Service Agreement to be brought to the MIRA Dissolution Authority Board of Directors for approval at its May 2024 meeting; and

**WHEREAS**, the South Meadows Redevelopment Considerations Study RFP Evaluation Committee has proceeded as directed and recommends award of such Study and Consultant Service Agreement to Weston & Sampson Engineers, Inc. (“Weston & Sampson”); and

**WHEREAS**, Pursuant to that certain Resolution Approving the Fiscal Year 2025 Property Division Budget, Management was directed to develop and present to this Board recommended budgets and use of Property Division reserve requirements providing for undertaking the South Meadows Redevelopment Considerations Study concurrent with a proposed resolution authorizing a consultant service agreement to conduct such study.

**NOW THEREFORE, be it**

**RESOLVED:** That the President is authorized to enter into that certain Agreement for South Meadows Redevelopment Considerations Study with Weston & Sampson as attached to the RFP and incorporating certain Business Exceptions substantially as discussed and presented in this meeting; and

**FURTHER RESOLVED:** The Authority hereby adopts a budget of **\$629,500** for the conduct of the South Meadows Redevelopment Considerations Study and authorizes Management to fund such Study through use of the South Meadows Transition Contingency Reserve.

Mr. Daley provided an overview of the matter. The resolution calls for awarding a consulting service agreement to Weston & Sampson to address the Authority’s charges under Public Act 23-170 to identify the environmental needs and knowledge necessary for redevelopment of the South Meadows site, and to engage the City of Hartford and other stakeholders, as appropriate, as to the future of the site. Mr. Daley stated that the Authority has been through a comprehensive process to develop the scope of work for the project, conducted extensive outreach for the request for proposals (RFP), and provided several tours for potential proposers. The resolution documents the response and evaluation by members of the Board and Authority staff. Based on the evaluation of proposals with respect to the criteria stipulated in the RFP, Weston & Sampson was identified as the recommended firm for award of the project.

Weston & Sampson’s proposal included a team of subconsultants, including Led by Us for community outreach; another engineering firm that specializes in the flood protection work; Eagle Environmental for the hazardous building materials assessment; and Tetra Tech for abatement and demolition cost estimating tasks. Mr. Daley noted that the Authority received a good response to the RFP, and that the evaluation of the proposals was close. Mr. Daley also noted that TRC, one of the unsuccessful proposers, will continue its work on the Closure Plan for the RRF and the Verification Report for the site remediation.

Mr. Daley stated that the proposed cost of the Study, as noted in the resolution, is a little under \$630,000, which would become the adopted budget for the Study. The funding for the Study, which is also noted in the resolution, would be drawn from the South Meadows Transition Contingency Reserve.

Committee Chairperson Beccaro thanked those Directors, Members and Staff that worked to develop and advertise the RFP, and then review and evaluate the proposals that were received. Board Chairperson Hunter also offered his thanks to those Directors, Members and Staff involved with the RFP and the subsequent proposal evaluation.

Board Chairperson Hunter noted that the previous meeting of this Committee included a directive for Authority Staff to negotiate a few details of the contract and scope of work with the preferred proposer. Mr. Daley stated that there were three matters that were further negotiated, and that those matters are further discussed in the resolution. Those three matters included: resolution of a business exception that was requested by Weston & Sampson in its proposal; confirmation that community outreach will be bilingual (English and Spanish); and clarification of the approach that will be followed for PCB testing that is to be completed as part of the hazardous building material survey. Specific to the PCB testing matter, Mr. Daley noted that there will be an initial meeting between Weston & Sampson and the Authority to discuss implications of different testing protocols that could be followed, before the Authority authorizes the final scope of the PCB survey effort. Mr. Daley noted that the full contract is attached to the Committee package as a red-line version that depicts those revisions that were negotiated into the Agreement when compared to the Draft Agreement that was included in the RFP. Mr. Daley also noted that Weston & Sampson's proposed Scope of Work, Study schedule and estimated costs, estimated hours and billing rates have all been incorporated into the Agreement that is included in the Committee package.

Board Chairperson Hunter requested confirmation that the project budget of \$629,500 identified in the Further Resolved clause of the resolution is a "not to exceed" budget. Mr. Daley confirmed that the contract language makes it clear that the contractor is not to exceed the budgeted cost. Mr. Daley also noted that the total budget is further broken down by task on the cost summary sheet included in the resolution.

Member Dellaripa asked if the dates in the project schedule are critical, i.e., established by the legislation. Mr. Daley stated that the objective of the RFP was to have a final report available during the 2025 legislative session, and that Weston & Sampson's proposed schedule falls within the window for the final report submission that was specified in the RFP.

Board Chairperson Hunter asked if the Authority Staff was preparing an update for the legislature regarding the status of the Study. Mr. Daley stated a letter would be drafted for submission to the legislature regarding the award of the Study, which is consistent with the Authority's previous submission to the legislature under Public Act 23-170. Board Chairperson Hunter recommended that the update letter also be submitted to the Mayor of Hartford, and Member DiBella recommended that the Hartford City Council also be provided with a copy of the update letter.

Member DiBella asked the amount of the remaining balance in the fund for this work. Mr. Daley stated that the South Meadows Contingency Reserve contains just under \$5 million, and that the total Reserve funds are just under \$53 million (including the South Meadows Contingency Reserve).

Committee Chairperson Beccaro asked if there was any additional discussion. Hearing none, Committee Chairperson Beccaro requested a roll-call vote. The resolution was approved as indicated below:

<b>Director</b>	<b>Raised</b>	<b>Second</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>
William P. Beccaro			X		
Rachel Taylor					X
Matthew M. Dayton		X	X		
David S. Steuber	X		X		
John Fonfara					Absent

**5. Other Items Brought Before Committee**

Director Hunter inquired if there were any additional items to be brought before the Committee.

Mr. Daley noted that CT-DEEP issued a Notice of Violation (NOV) to the Authority, to Eversource, and to an Eversource contractor, as a result of some excavation work that Eversource had started at the South Meadows site in the fall of 2023 without first obtaining a release of the Environmental Land Use Restriction (ELUR) from CT-DEEP. Mr. Daley noted that he, Authority Counsel, and Authority Staff will be working with Eversource to address the NOV and ensuring that such a violation does not happen again in the future.

Director Taylor asked if the Authority could invite Led by Us to present to this Committee at some point; or if the Authority could try to bring Led by Us together with the Mayor’s office for planning of the community outreach for the South Meadows Redevelopment Considerations Study. Mr. Daley stated that a planned kick-off meeting for the community outreach component of the project would seem to be the appropriate opportunity for such a meeting. Mr. Shepard noted that three community outreach meetings are planned – one at the beginning of the project, one approximately mid-way through the project, and one at the end of the project. Director Taylor expressed concern that the public meetings could get lost in the timelines of the technical work and reporting. Member Swarr agreed that reaching out to the Mayor’s office as part of pre-planning would be good. Committee Chairperson Beccaro also reiterated that the City Council should be included in these initial roll-out discussions. Director Taylor also recommended that we reach out early in the process to other members of the public that have already taken the time to get involved with this Committee, namely GHIAA (the Greater Hartford Interfaith Action Alliance) and Representative Sánchez.

**6. Adjournment**

Committee Chairperson Beccaro adjourned the meeting at 11:26 A.M.