## BAINBRIDGE DEVELOPMENT CORPORATION BOARD MEETING – PUBLIC SESSION MINUTES

## BDC Office 748 Jacob Tome Highway Port Deposit, MD 21904

July 17, 2023 5:00PM

 VIA TEAMS

Meeting ID: 218 942 226 321

Passcode: aUVjia

**Participants: In person: Carl Roberts, Toni Sprenkle, Jen Peterson, Mario Gangemi, Matt Roath, Bill Sorenson, Chick Hamm, Jane Bellmyer, Eloise Willey, Ann Cifaldo. Steve Cassard, David Rudolph**

**Virtual: Jim Reynolds, Joe Brant, Roop Vijayan, Cat Mater, Wayne Tome Jr.**

**Absent: Martha Barchowsky.**

*Meeting called to order at 5:00 pm*

WELCOME & PURPOSE: Carl Roberts, Chairman AGENDA APPROVAL:

*Motion to approve agenda made by Treasurer Hamm, second by Director Gangemi. Director All in favor. Barchowsky-absent.*

## ANNOUNCEMENTS: Jen Peterson reached out to Asplundh Mid Atlantic to have them come back to the site to clear any tree limbs from the side of Route 274 from the tree trimming for Delmarva Power.

##  Toni, Carl and Steve toured the property perimeter as concerns of the landscaping on site in the area of the Labhart farm has not yet been started. The town engineer has reviewed and approved plans to begin the landscaping and it has officially been started.

APPROVAL OF MINUTES:

July 2023– attached.

 *Motion to approve minutes made by Director Gangemi second by Director Roath. All in favor. Director Barchowsky-absent.*

TREASURERS REPORT: Raymond Hamm, Treasurer

 July 2023 – reports attached.

 BDC continues to be in good standing. $75 thousand dollars of the $300 thousand MTPM payment was deposited into BDC’s MLGIP account at 5% interest. July’s expenses were favorable and even with the extraordinary expenses incurred this FY, BDC remains on budget. Audit field work for FY23 begins Monday July 24th.

##  *Motion to accept July Financial Report made by Treasurer Hamm, seconded by Director Rudolph. Roll Call* Vote: C. Roberts-Y, *D. Gangemi-Y, D. Sorenson-Y, Rudolph-Y, D. Barchowsky-Absent, D. Brant-Y, D. Roath-Y. V.C. Reynolds-Y.*

## COMMITTEE REPORTS:

Tome School – Director Brant informed the board that BDC is still waiting for approval for the mason and graffiti projects. It has been over 30 days. Executive Director Sprenkle will follow up and report back next month.

Environmental – Director Gangemi reported that MDE has updated the rubble landfill monitoring and reduced the number of inspections per year due to consistently positive reports on the landfill. We had three companies express interest in the Alternative Energy Project for the landfills. The Environmental Committee will meet in August prior to the next Board of Director’s meeting to discuss the prospects and report to the board at the August 21st meeting.

EXECUTIVE DIRECTOR’S REPORT:

 Phase 1- Phase 1 is “mainly complete” crews are demobilizing from Building B as the final punch list is being completed. Building C is not far behind and nearing completion as well. The park entrance sign is beginning to take shape and final paving is in progress.

 Phase 1A: MDE has issued a “no further requirements” for this area near the old ballfields. Weston is on site working on sampling.

 Phase 2: Delineation of asbestos test pits are complete (old hospital area). Building demolition was thought to have caused asbestos debris in the soil, however, data shows that there are no asbestos fibers in soil among the seven acres of the hospital area. Weston, Mark Mank and E.D. Sprenkle has looked through the EPA data from MDE from the deed. A question that has been brought up is who will complete sign off; MDE or EPA? This data will have better plan the Phase 2 ESCA, create forest conservation for heavily contaminated areas. All documents for Phase 2 ESCA are ready (Sept-Nov). Engineering contracts for storm water management scope and budget are expected in early spring.

 Infrastructure: Infrastructure grant submitted for review, the process has been going smooth with the partnership between MRP, BDC, and Cecil County. There is no state or federal contract financial submissions to report since last meeting.

NEW BUSINESS:

 Phase 2 Demolition MOU: Draft MOU handed out to board. A few notes about the general layout of the MOU: BDC will oversee processes. This will protect ourselves by memorializing in writing. BDC’s E.D. Sprenkle with assistance will oversee demolition processes and paperwork. MTPM will pay for demolition costs. Money will be placed into an account for those expenses, anything left over at the end of the project will be returned to MTPM.

 Director Rudolph spoke during the meeting concerned about the condition and contamination of the buildings and surrounding properties. E.D. Sprenkle advised that testing for contamination of ACM will provide for a building’s removal from the site. All foundations of buildings will remain in the ground and backfilled to minimize soil disturbance. E.D. Sprenkle has submitted approvals to the Town of Port Deposit and MDE for the demolition projects. Buildings must be demolished before ESCA work can begin.

 Director Roath sought clarification for contractor approvals, in which E.D. Sprenkle clarified that an RFP process was used to determine contractors to demolish the 35 buildings remaining on site, the Tome School Campus is not included in any of the Phase 2 work or demolition.

 Treasurer Hamm asked if there will be more forms, contracts, and agreements going forward? Will there be a separate hold harmless or additional agreements between BDC/MTPM? Attorney Roop Vijayan added that the board can suggest a separate hold harmless agreement to be signed.

Amid questions and concerns from board members and Treasurer Hamm suggesting that counsel review a few more points in paragraph 9 of the MOU. Chairman Roberts suggests that Attorney Vijayan look over the MOU and address concerns of board members and a special meeting to approve the MOU be set in August.

PUBLIC COMMENTS: Resident Eloise Wiley asked about the Diamond Jim Road Plan. E.D. Sprenkle advised that it will be a second entrance into Bainbridge Park. However, feasibility, sight lines, traffic impact studies must be completed first.

Director Rudolph announced the Baltimore Symphony Orchestra will play at Elkton High School. The last time the Orchestra played in Cecil County was on the USNTC Bainbridge Center Theater in 1973.

SUMMARY COMMENTS & ADJOURN:

 *Motion to adjourn open session meeting made by Director Rudolph, second by Director Gangemi. Roll Call* Vote: C. Roberts-Y, *D. Gangemi-Y, D. Sorenson-Y, Rudolph-Y, D. Barchowsky-Absent, D. Brant-Y, D. Roath-Y. V.C. Reynolds-Y. D. Barchowsky- Absent.*

 *Open Session adjourned at 5:36 pm*

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*Bainbridge Development Corporation Board of Director’s will hold their next open session meeting, Monday August 21th at 5:00PM*