

**Willimantic Food Co-op
Meeting of the Board of Directors
July 7, 2016**

Attending: Linda Brock, Bryan O'Hara, Wendy Jakoboski, Kathleen Krider, Matthew Kyer, Alice Rubin, Joanne Todd, Johnnie Walker.

Absent: none

Others Attending: Bruce Oscar, Patty Smith, Steve Murphy, Jerry Zak, Carol Karney, (brief visit by Stephanie Golaski and Oscar)

Call to Order: 7:06 pm

Agenda Item	Resolution
Members Speak Out	
Board Bulletin Board: <ul style="list-style-type: none"> - Content: general info about co-ops as well as meeting agendae, minutes, etc. - No member postings Members Speak Out: <ul style="list-style-type: none"> - none 	<i>Action: none</i>
Guest Speakers: Jerry Zak (GEI Environmental) & Carol Karney (OR&L Brokerage)	
Jerry discussed the Phase I site assessment of 87 Church St, based on property areas can safely access: <ul style="list-style-type: none"> - Intends to get more info from last operational owner. - Historic evidence from maps of 2 underground gasoline storage tanks; records indicate removal in 1999. - Site to South originally part of property, had auto repair business. Gradient away from 87 Church parcel. - Parcel probably does not meet legal requirements for "establishments" to perform additional Level II evaluation. - Three "AOC's" (Areas of Concern): <ul style="list-style-type: none"> • Most soil at site is "urban fill" (as is most of city) which often has contaminants; included former coal & lumber storage, both of which release substances. • Building materials: asbestos, however a lot less than projected; est removal cost \$32K, poss \$10K more for "hidden" areas. • Lead paint in building, est \$3500 removal. - Level I did not find anything that reaches danger levels. Can opt to cover ground with slab. Can bring in clean soil if want to plant. If do construction should plan to manage for ingestion/inhalation/contact. - Possible option: characterize the soils in predetermined risk areas that would be disturbed if construct, remove to 	<i>Action: Alice request that Carol draft an agreement (and return to us for review) that will at a minimum allow us to contract for a Phase II study; determine whether to include performing due diligence.</i>

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certain depth & pay disposal costs based on evaluation, bring in clean fill to return to grade.

- Q (Carol K.): will lenders accept characterization, or require more? A: depends on bank; some may ask for more, others lend as is but require us to accept risk.
- Q: what would Phase II involve? A: ground-penetrating radar to confirm for tanks; sampling where believe tanks were; more comprehensive surface and sub-surface soil sampling where lumber & coal known to have been stored. Rough cost estimate \$10-12K.
- Q: employee safety if just do basic cleanup mentioned? A: main office building interior yes, assuming properly do the asbestos, lead paint etc. removal; is not residential space.

Carol noted the seller is hoping for a decision tonight on whether will proceed; have had some low-level inquiries.

Discussion:

Concerns seem focused on whether expect to build on site; expect we may want to. Consensus in favor of doing Phase II so know risks for construction; but we may not get owners to agree to an LOA and should not risk expense if will not give written agreement allowing for process.

Approve Minutes	
June Board Discussion: clarification on Co-op "managing" major facilities projects.	<i>Approved</i> (moved: Matthew; second: Joanne; abstained: none)
April "Mini-retreat" Discussion: none	<i>Approved</i> (moved: Joanne; second: Kirk; abstained: none)
Subcommittee Reports	
GM Contract	<i>Action:</i> tabled until August
Website	<i>Action:</i> tables until August
Old Business	
Annual Retreat Agenda <ul style="list-style-type: none"> - Where do we feel we want to focus our time? Expect topic 1 to be relatively quick, 2 a bit longer, and 3 and 4 the meaty parts. - Reminder: 8:30-3:30 at Kathleen's, hard start at 9. Bring breakfast items, Alice arrange for lunch. - Todd arriving Saturday and staying into Monday. Alice and Kirk have dinner with Todd on Saturday (Utsav?). 	<i>Action:</i> provide materials listed under items 1 and 2 to Todd by Wednesday 7/13 for him to assemble a packet to send out for advance reading.

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Patronage Rebates	<i>Action:</i> tabled until August
CCMA Recap	<i>Action:</i> tabled until August
Alignment on "vote"	<i>Action:</i> tabled
Parking Lot	<i>Action:</i> tabled until August
Board Policy Monitoring Reports	
D.2: The Board's Job	<i>Action:</i> tabled until August
General Manager Reports	
B.7: Customer Service and Value	<i>Action:</i> tabled until August
Financial Report	<i>Action:</i> tabled until August
Store Update	<i>Action:</i> tabled until August
Executive Session	none
Board Calendar Review	<i>Action:</i> tabled until August
Meeting adjourned	8:59pm