



**Windham Region Brownfields Reuse Initiative  
Steering Committee Meeting  
December 13, 2023  
4:00 p.m.  
WRC Zoom Call**

**Attendees:** Gabby Ciuffreda Chair, Bonnie North, Cheryl Kaufman, Stephen Dotson, Ralph Meima, Sue Fillion, Robin Sweetapple

Absent: Elizabeth Bridgewater

Staff: Susan Westa, WRC and Amanda Van, EPA

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Gabby Ciuffreda Chair, called the meeting to order at approximately 4:03 pm with a quorum present. All attendees joined the meeting by Zoom.

**Agenda Amendments**

There were no amendments

**Minutes Approval**

- The Minutes of June 14, 2023 were approved unanimously with a motion by Stephen Dotson and seconded by Cheryl Kaufman.
- The Minutes of July 12, 2023 were approved unanimously with a motion by Cheryl Kaufman and seconded by Stephen Dotson.
- The Minutes of September 20, 2023 were approved unanimously with a motion by Bonnie North and seconded by Cheryl Kaufman.

**Status of WRBRI Funds**

Susan said she closed out the older EPA assessment grant in October. She forgot to add the new grant, which began FY'24, to the agenda. The new grant has about \$452,000 for projects, however we've already spent almost \$100,000 on projects approved this summer including: S. Newfane General Store; Foodworks, Brattleboro; WW Building Supply/Wheelpad, Wilmington; Daley Shoe Bldg./Brattleboro Basketville.

<b>FY '19 EPA Assessment Grant Funds</b>
▪ Closed out in October

<b>FY '24 EPA Assessment Grant Funds</b>
▪ \$451,856/\$351,866

<b>Vermont Assessment Funds</b>
▪ \$34,529

An additional \$50,000 was received from the state of Vermont this summer and \$16,000 pending state approval for Penta Wyman. Other funds spent have addressed ongoing projects, Thermal House and BF Bike Project.

<b>RLF Loan/Grant Funds (Haz)</b>
▪ Loans = \$160,493
▪ Grants = \$0
▪ Consultant Services = 0

<b>RLF Loan/Grant Funds (Petro)</b>
▪ Loans = \$41,603
▪ Grants = \$8,333
▪ Consultant Services = \$500

Susan would like to closeout this grant but needs to wait until all funds are spent (Bellows Falls train station, etc.). There is about \$200,000 remaining.

<b>RLF Funds Revolved available for Loans, Grants and staff time</b>
▪ \$285,951

<b>FY '23 Supplemental RLF Loan/Grant Funds</b>
▪ Loans = \$1,250,000
▪ Grants = \$850,000
▪ Consultant Services = \$45,627

Some of these newer grant funds have been designated to Bellows Falls train station.

**CONSULTANTS 2023**

The Committee previously talked about adding a consultant table, when they decided to no longer do RFPs for each project. Susan will add a 2024 column so you can see who we're using as we move forward. We use LEE, KAS and Stone the most. I'll start using new consultants as new projects come in.

Site	Consultants
21 O’ Bryan Dr., Brattleboro	LEE
Bellows Falls Bike Project	Stone
Bellows Falls Train Station	Sanborn Head
Brattleboro Basketville	Atlas
Foodworks, Brattleboro	Nobis
Garage, Bellows Falls	KAS
Glen & Black Mtn. Parks, Brattleboro	KAS
NEYT, Brattleboro	LEE
Penta Wyman Flint, Bellows Falls	Stone
S. Newfane Store Buyout	KAS
SoVT Riding Center, Dover	CREDERE
Thermal House, Brattleboro	Stone
Winston Prouty, Brattleboro	KAS
WW Building Supply, Wilmington	LEE

**WRBRI Applications**

- TLR, Bellows Falls/Rockingham - WRC previously funded brownfields work here beginning in 2005. The site is owned by the Sustainable Valley Group (Bellows Falls Economic Development). They would like to redevelop the site in conjunction with Penta Wyman Flint for the Connecticut River Heritage Center. A Phase II was just completed, 12/6/2023, with Stone Environmental and state funding.

They are now requesting approval for an Evaluation of Corrective Action Alternatives/Corrective Action Plan (ECAA/CAP) and a pilot test for vapor intrusion estimated at \$35,000. Susan said that would normally she would just approve additional work at this point but since the project hasn’t been active for awhile she wanted to bring it back to the Committee.

WRC is also working with the town and Stone on the neighboring Penta Wyman Flint site. WRC partially funded a Phase II and the state provided the remaining funds. They are now ready to do a CAP and potential structural assessment (\$6,000 and \$10,000, respectively). She will approve this work once she receives approval from VTDEC. Another adjoining property, Adams Grist Mill, will come before the Committee in February.

This redevelopment was identified in the Areawide Plan, Under the Hill (funded by WRC/EPA assessment grant). I’ve been really impressed with how the town is moving toward implementation. Susan did not include a site selection matrix since the project is already in system.

A motion was made to approve funding for a CAP and pilot testing, estimated at \$35,000, by Stephen Dotson. Bonnie North recused herself from this vote. Cheryl Kaufman seconded the motion, which was approved unanimously.

- 0 Bridge St., Bellows Falls/Rockingham - This approximately one-acre site, located on the Bellows Fall Island, is owned by the Town of Rockingham. The town would like to assess the site in preparation for redevelopment for a mix of uses, commercial on the ground floor with residential above. This redevelopment was identified in the Areawide Plan (funded by WRC) and further analyzed by through EPA's technical assistance program. EPA's consultants suggested that this would be a good first redevelopment project on the island (besides the train station) since it's town owned. Susan said that she and Gary Fox visited a similar brownfields redevelopment site on a river in Torrington, CT.

The site has been a parking lot since the 1960's but was previously railroad land and is surrounded by past industrial users. Susan recommends using one of the new consultants: Weston & Sampson, Waite Heindel or Stantec. She reviewed the project matrix with the Committee (see below).

Sue Fillion asked how long town long the town owned the property and if the town be the developer. Ralph Meima asked how the project will it move forward. Susan thinks the town has owned the property since it became a parking lot in the 1960's. She doesn't think the town will be the developer but will seek out development assistance. Bonnie North said that the zoning on the Island is now mixed use but the updated Town Plan is not complete. Sue Fillion thinks the project is speculative at this point. She would support a Phase I but would like to have more discussion before approving a Phase II. Ralph asked if the developer should do the Phase I. Susan explained that we do assessment work for private, as well as public and nonprofit owners.

A motion was made by Sue Fillion to approve funding for a Phase I ESA. Bonnie North recused herself from this vote. Ralph Meima seconded the motion, which was approved unanimously.

- CF Church/80 Flat St., Brattleboro - This site is approximately 2 acres. WRC funded a Phase I and II for a previous owner. The current prospective purchaser is funding a Phase I before they close later this month. They are using Stone Environmental who did previous work on this site. The prospective owners are currently tenants and own a dental office. They are applying to BRELLA.

The prospective purchasers are now requesting funding for an ECAA/CAP (Evaluation of Corrective Action Alternatives and Corrective Action Plan), which has been estimated at \$30,000 by Stone because additional testing is required. They will probably apply for cleanup funds in the future (loan since private owner). Susan did not include a site selection matrix since the site is already in our system.

A motion was made by Bonnie North to approve funding for an ECAA/CAP. Sue Fillion seconded the motion, which was approved unanimously.

- McNeil's Brewery Site, Brattleboro - The Town is the prospective purchaser of this .05-acre site, which was the previous location of McNeil's Brewery. The building burned and was demolished about a year ago. The town wants to purchase the site to facilitate redevelopment. The town is

requesting funding for a Phase I. This site was previously developed as a fire station and is surrounded by other brownfields properties.

Susan recommend using one of the new consultants: Weston & Sampson, Waite Heindel or Stantec. She reviewed the project matrix with the Committee (see below). Sue Fillion said there are other brownfields sites nearby and the town is currently looking for sites to develop for housing, which may include this site. She suggested this project come back to this Committee for Phase II approval if needed.

A motion was made by Cheryl Kaufman to approve funding for a Phase I ESA. Stephen Dotson and Sue Fillion recused themselves from this vote. Bonnie North seconded the motion, which was approved unanimously.

**Active Sites Update**

Site	Consultants
Bellows Falls Bike Project	ECAA/CAP complete.
Bellows Falls Train Station	Waiting on land lease and building sale completion before finalizing grant loan agreement for abatement work.
Brattleboro Basketville/Daley Shoe Building	Vapor Intrusion Study complete.
FoodWorks, Brattleboro	Accepted into BRELLA.
S. Newfane Store Buyout	Phase II underway with KAS.
Thermal House, Brattleboro	CAP complete.
Winston Prouty, Brattleboro	Site investigation complete. Accepted into BRELLA.
WW Building Supply, Wilmington	Phase II underway with LEE

Ralph asked about the status of the Brattleboro Train Station project. Sue Fillion said it will happen next summer. WRC funded brownfields work related to the adjacent Archery building.

**Public Comment**

There was no public comment.

**Adjourn**

The meeting was adjourned at 4:43 with a motion by Bonnie and seconded by Ralph.

**Windham Regional Brownfields Reuse Initiative  
Site Selection Form**

<b>Site name and location:</b>	0 Bridge St., Bellows Falls
<b>What will be done on the site when it is redeveloped?</b>	Mixed use - commercial on the ground floor with residential above

<b>Jobs</b> <i>Economic impact of reuse</i>	New Jobs? <u>Potential retail jobs</u> Jobs Retained? _____ Other economic benefits? <b>Much needed housing - employers need</b>
<b>Built Environment</b> <i>How does the project use or reuse its physical surroundings?</i>	Reuse of historic structure? There are no structures Listed on National Register of Historic Places? Located in Historic District? <b>National Register, Island District</b> Is building demolition proposed?
<b>Neighborhood Benefit/ Impact</b> <i>What are the benefits of this particular redevelopment project?</i>	Is some percentage (%) of site affordable housing? not now Improve site in low/med income areas? X Near other Brownfield sites <b>Multiple brownfields sites on island &amp; railroad</b> Other Community Benefits? <b>Much needed housing</b>
<b>Local Priority</b> <i>How does this relate to the local and regional plan? How does the Town regard the project's net impacts (positive and negative)?</i>	<b>High</b> - Town has placed a high priority on Areawide Plan implementation. <b>Medium</b> <b>Low</b>
<b>Open or Public Space</b>	Is open or public space part of the reuse plan? <b>No</b> What is the type and purpose of the space? How much of it is green space?
<b>Sustainability</b> * Park and Ride Facilities? * Improve Site Drainage * Near Transit * Walkable? * Energy Efficient Construction? * Renewable Energy Systems? * Uses Existing Infrastructure? * "Neighborhood Assets" - increased diversity of shops/services? * Use of Native Plantings/LID? * Other approaches that promote	<i>For Steering Committee discussion. Sample list at left.</i>  Amtrak and bus station is on the island which is very walkable and adjacent to downtown. Plan to use energy efficient and renewable systems but still very early in planning process.

**Additional notes:**

**Windham Regional Brownfields Reuse Initiative  
Site Selection Form**

<b>Site name and location:</b>	McNeill's Brewery site
<b>What will be done on the site when it is redeveloped?</b>	Unclear but the town is purchasing to facilitate redevelopment

<b>Jobs</b> <i>Economic impact of reuse</i>	New Jobs? Do not know _____ Jobs Retained? _____ Other economic benefits? Redevelopment of empty site
<b>Built Environment</b> <i>How does the project use or reuse its physical surroundings?</i>	Reuse of historic structure? No Listed on National Register of Historic Places? Located in Historic District? Is building demolition proposed?
<b>Neighborhood Benefit/ Impact</b> <i>What are the benefits of this particular redevelopment project?</i>	Is some percentage (%) of site affordable housing? Improve site in low/med income areas? Yes Near other Brownfield sites ? Yes Other Community Benefits ? Reuse downtown site destroyed by fire
<b>Local Priority</b> <i>How does this relate to the local and regional plan? How does the Town regard the project's net impacts (positive and negative)?</i>	High Medium X Low
<b>Open or Public Space</b>	Is open or public space part of the reuse plan? What is the type and purpose of the space? How much of it is green space? None, very small site
<b>Sustainability</b> * Park and Ride Facilities? * Improve Site Drainage * Near Transit * Walkable? * Energy Efficient Construction? * Renewable Energy Systems? * Uses Existing Infrastructure? * "Neighborhood Assets" - increased diversity of shops/services? * Use of Native Plantings/LID? * Other approaches that promote	<i>For Steering Committee discussion. Sample list at left.</i>  The site is located downtown and is walkable. The Moover/bus is available. It would be great to redevelop this site that was destroyed in a fire.

**Additional notes:**