



**Windham Region Brownfields Reuse Initiative
Steering Committee Meeting Minutes
August 14, 2024
4:00 p.m.
Hybrid Meeting on Zoom or in Person @ WRC**

Attendees: Online: Gabby Ciuffreda Chair, Stephen Dotson, Cheryl Kaufman, Elizabeth Bridgewater, Sue Fillion and Bonnie North
In Person: Ralph Meima
Absent: Robin Sweetapple
Staff: Susan Westa

Gabby Ciuffreda, Chair called the meeting to order at approximately 4:00 pm with a quorum present. The majority of attendees joined the meeting by Zoom and one person joined in person.

Agenda Amendments

There were no amendments.

Minutes Approval

The Minutes of June 12, 2024 were approved unanimously with a motion by Bonnie North and seconded by Stephen Dotson.

Status of WRBRI Funds – Susan said that we are getting low on assessment funds. She hopes we can apply for more EPA funds in the fall but she is not sure we can draw enough committed funds down by September 30. She is working with the environmental consultants on that. Susan also just found out we can access more state funds and will work with Mt. Ascutney RPC on that. Gabby noted that we need to keep this in mind as we approve projects today.

Vermont Assessment Funds
▪ \$6,419

EPA Assessment Funds 2023
▪ \$43,446

RLF Loan/Grant Funds (Haz)
▪ Loans = \$168,976
▪ Grants = \$5,125
▪ Consultant Services = 0

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

RLF Funds Revolved available for Loans, Grants and staff time
▪ \$320,725

FY '23 Supplemental RLF Loan/Grant Funds
▪ Loans = \$1,250,000
▪ Grants = \$850,000
▪ Consultant Services = \$44,752

CONSULTANTS 2024

Site	Consultants
0 Bridge St., Bellows Falls	Weston & Sampson
130 Birge St., Brattleboro	LEE
Adams Grist Mill	Stone
Bellows Falls Bike Project	Stone
Bellows Falls Train Station	Stone
Brattleboro Basketville	Atlas
CF Church, Brattleboro	Stone
Foodworks, Brattleboro	Nobis
Fulcrum Arts, Brattleboro	WHEM
Garage, Bellows Falls	KAS
McNeill's Brewery, Bratt.	Stantec
Penta Wyman, Bellows Falls	Stone
S. Newfane Store Buyout	KAS
TLR, Bellows Falls	Stone
WW Building Supply, Wilm.	LEE
Winston Prouty, Bratt.	KAS

WRBRI Applications

- Groundworks Former Morningside Shelter, Brattleboro - Groundworks would like to redevelop this site that previously housed a shelter for those experiencing homelessness. They are planning to develop a new 40-bed homeless shelter. This will help address a significant need in the region.

Groundworks previously funded a Phase I and Phase II ESA. The Phase II identified typical urban soils contamination with some levels exceeding state standards. They are now requesting funds for a Site Investigation to further delineate the extent of the contamination.

KAS has developed a work plan and cost estimate for the Site Investigation, \$19,580. The project is in BRELLA so we could use our state funds.

We reviewed the Site Selection Form, see below. Elizabeth Bridgewater said that this project should be given the highest priority. Sue Fillion asked if the state was requiring more testing of urban soils and noted that this is adding to the cost of developing housing. Elizabeth agreed. Gabby said that she felt comfortable using state funds for this project.

Note: The Committee approved all three projects together, see below.

- Leonard Block, 12-14 Eliot St., Brattleboro - M&S Development is the prospective purchaser of this building that previously housed a bank, offices, retail and a potential dry cleaner. M&S would like to redevelop the building into ten new apartments with a commercial use on the ground floor. The building has recently been listed on the National Register of Historic Places. Susan noted that housing is a significant need for the region. This housing will be specifically directed toward refugees/immigrants at the funders request (through VT Community Foundation).

A Phase I funded by M&S identified potential contamination related to an on-site dry cleaners and multiple known dry cleaners in the vicinity of the site. KAS developed a work plan and cost estimate for a Phase II and BRELLA enrollment, \$8,600.

Susan said that we could fund this project with our state assessment funds. We reviewed the Site Selection Form, see below.

Note: The Committee approved all three projects together, see below

- Boys and Girls Club of Brattleboro, 17 Flat St. - The Boys and Girls Club would like to redevelop the site of the existing club by demolishing the structure and developing a new state-of-the-art 4 story building that will better suit the needs of the club today. Prior to housing the club, the site was the location of a night club, an auto dealer and a garage. Prior to 1920 the site was used as a black smith's shop.

Stone has developed a work plan and cost estimate for a Site Investigation, \$45,655. Susan previously noted that we did not have enough funding in place to fund this entire project. However, since we should be able to fund the two projects with our new state funds and that frees up our EPA funds. She also noted that we have a significant amount of budget remaining for her time, partially since we've used the funds so quickly and also because we're not requiring consultants to bid on each project. She will reallocate some of those funds to projects. We then reviewed the Site Selection Form, see below.

Sue Fillion asked about the eligibility of this project which Susan will work with EPA to address.

Note: The Committee approved all three projects together, see below.

- Gabby suggested motion to accept all three projects, Morningside Shelter, the Leonard Block and the Boys and Girls Club, into the WRBRI program and to fund the first two, Morningside Shelter and the Leonard Block, with state funds and the Boys and Girls Club with EPA funds. Elizabeth made the motion and Bonnie seconded it. Sue Fillion made a friendly amendment to the motion to give Susan the leeway to fund these projects however works best. Elizabeth and Bonnie agreed and the motion passed unanimously.
- Brattleboro Basketville, Birge St. – Windham Windsor Housing Trust (WWHT) is requesting additional funding to complete SSDS Modifications and a Vapor Intrusion Evaluation. She has not received an application but told WWHT that we would discuss the project, which was previously determined as eligible for WRBRI assessment funding.

This application will be for cleanup funding, so Susan asked WWHT to complete a Part A form. She suggested that we use Supplemental RLF funds and fund it as a grant since it's a small amount (\$26,002). Sue agreed with this approach.

Gabby suggest that Susan review the preliminary application, Part A, and then request Part B. She asked that Susan move the project forward and bring it back to the Committee before presenting it to the Executive Board for approval. Gabby suggested that we could do a quick meeting to address this before October if needed. The Committee agreed.

Active Sites Updates

Site	Updates
0 Bridge St., Bellows Falls	Phase II underway.
130 Birge St., Brattleboro	Phase II and HBMA underway.
485 West River Rd., Bratt.	Phase II Supplemental Sampling underway.
Adams Grist Mill, Bellows Falls	Phase II Supplement testing will be coordinated with TLR and Penta Wyman.
Bellows Falls Bike Project	ABCA and Community Relations Plan under development.
Bellows Falls Train Station	Additional assessment funding has been approved for a vapor intrusion CAP and additional sampling. Still waiting on land lease and building sale completion before finalizing grant loan agreement for abatement work.
CF Church, Brattleboro	ECAA/CAP & Pilot testing underway.
Foodworks, Brattleboro	Phase II underway.
Garage, Bellows Falls	Offsite Vapor Plume Delineation underway.
McNeill’s Brewery, Bratt.	Phase II underway.
Penta Wyman, Bellows Falls	CAP – underway (in conjunction with Adams & TLR).
S. Newfane Store Buyout	Phase II on hold until purchase is complete, August estimate.
TLR, Bellows Falls	CAP & Pilot testing – underway (in conjunction with Adams & Penta).
WW Building Supply, Wilmington	Phase II complete. Additional work is not required
Winston Prouty, Brattleboro	Phase II underway.

Public Comment – Gabby suggested the Susan figure out how to address the Site Selection Matrix concurrently with the with review of the project review of the Site Nomination Form to make our agenda more efficient. Susan will do this for upcoming meetings.

Adjourn - The meeting was adjourned at 4:55 with a motion by Bonnie and seconded by Sue.

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

Site name and location:	Morningside Shelter, Brattleboro
What will be done on the site when it is redeveloped?	The site will be developed into a new 40 bed homeless shelter.

Jobs <i>Economic impact of reuse</i>	New Jobs? 12 construction jobs and 9 permanent jobs Jobs Retained? _____ Other economic benefits?
Built Environment <i>How does the project use or reuse its physical surroundings?</i>	Reuse of historic structure? No Listed on National Register of Historic Places? No Located in Historic District? No Is building demolition proposed? Yes
Neighborhood Benefit/ Impact <i>What are the benefits of this particular redevelopment project?</i>	Is some percentage (%) of site affordable housing? entire project addressing needs of those experiencing homelessness Improve site in low/med income areas? yes Near other Brownfield sites? No Other Community Benefits? This project will provide no-cost shelter to 40 individuals, which is much needed due to current lack of available housing
Local Priority <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 X Medium Low
Open or Public Space	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?
Sustainability * 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> Groundworks will partner with Efficiency Vermont and Green Mountain Power during the design and construction of the building to specify efficiency standards through their programming and incentives. Groundworks is currently exploring the use of pre-fabricated construction techniques and establishing a carbon budget. Site is on a bus line and the Morningside Cemetary offers extensive walkable space.

Additional notes:

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

Site name and location:	Leonard Block, Brattleboro
What will be done on the site when it is redeveloped?	The building will be redeveloped into 10 new apartments and a groundfloor commercial space.

Jobs <i>Economic impact of reuse</i>	New Jobs? construction jobs Jobs Retained? _____ Other economic benefits? focus is workforce housing for refugees who can help address the region's labor shortage
Built Environment <i>How does the project use or reuse its physical surroundings?</i>	Reuse of historic structure? Yes Listed on National Register of Historic Places? Yes, recently Located in Historic District? Yes Is building demolition proposed? No
Neighborhood Benefit/ Impact <i>What are the benefits of this particular redevelopment project?</i>	Is some percentage (%) of site affordable housing? Yes, workforce housing Improve site in low/med income areas? yes Near other Brownfield sites? Yes Other Community Benefits?
Local Priority <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 X - housing is currently a priority Medium Low
Open or Public Space	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?
Sustainability * 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 project will include a new thermal envelope and have a rooftop solar array. The new units will be in the heart of downtown with close proximity to transit and walkable to downtown resources and take advantage of existing water and sewer infrastructure.

Additional notes:

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

Site name and location:	Boys and Girls Club, Brattleboro
What will be done on the site when it is redeveloped?	The site will be redeveloped into a new state of the art 4 story building that will meet the needs of the boys and girls club today.

Jobs <i>Economic impact of reuse</i>	New Jobs? construction jobs Jobs Retained? <u> 9 </u> Other economic benefits? Boys & Girls Club's mission includes supporting young people in reaching their full potential, which includes career readiness programs.
Built Environment <i>How does the project use or reuse its physical surroundings?</i>	Reuse of historic structure? No Listed on National Register of Historic Places? Maybe a contributing structure but has been significantly altered. Located in Historic District? Yes Is building demolition proposed? Yes
Neighborhood Benefit/ Impact <i>What are the benefits of this particular redevelopment project?</i>	Is some percentage (%) of site affordable housing? No Improve site in low/med income areas? yes Near other Brownfield sites? Yes Other Community Benefits? Provides a safe place for children to grow. They support healthy habits and safe choices, social skills and healthy relationships, career readiness, leadership, and outdoor education.
Local Priority <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 X Medium Low
Open or Public Space	Is open or public space part of the reuse plan? No open space but indoor recreation and a gym. What is the type and purpose of the space? How much of it is green space?
Sustainability * 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 proposed building will utilize mass timber framing and will incorporate energy efficient technologies including solar photovoltaic panels, high efficiency building envelope, all electric appliances and utilities and electrical load shifting strategies. The project is located in downtown Brattleboro just 300 feet from the Transportation Center. As such, the facility is walkable and accessible from public transportation.

Additional notes: