



**Windham Region Brownfields Reuse Initiative  
Steering Committee Meeting Minutes  
October 9, 2024  
4:00 p.m.  
Hybrid Meeting on Zoom or in Person @ WRC**

Attendees: All Online: Bonnie North Acting Chair, Cheryl Kaufman, Ralph Meima, Stephen Dotson, Sue Fillion

Absent: Gabby Ciuffreda, Elizabeth Bridgewater and Robin Sweetapple

Staff: Susan Westa

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Bonnie North, Acting Chair called the meeting to order at approximately 4:01 pm with a quorum present. All attendees joined the meeting by Zoom.

**Agenda Amendments**

There were no amendments.

**Minutes Approval**

The Minutes of August 14, 2024 were approved unanimously with a motion by Stephen Dotson and seconded by Cheryl Kaufman.

**Status of WRBRI Funds** – Susan gave an overview of the status of our funding. WRC received additional assessment funding, \$49,000, from the state of Vermont in September. She said that we are not eligible for additional EPA assessment funds this year because we have not drawn down enough funds to qualify, even though most of the funding has been committed to projects. As a result, we will have to wait until next fall to apply for additional EPA funds. Susan also noted that the RLF funds have not changed because we haven't approved new projects, although some projects are getting ready for cleanup.

<b>Vermont Assessment Funds</b>
▪ \$23,237

<b>EPA Assessment Funds 2023</b>
▪ \$12,340

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

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

<b>RLF Funds Revolved available for Loans, Grants and staff time</b>
▪ \$328,985

<b>FY '23 Supplemental RLF Loan/Grant Funds</b>
▪ Loans = \$1,250,000
▪ Grants = \$850,000
▪ Consultant Services = \$44,627

**CONSULTANTS 2024**

<b>Site</b>	<b>Consultants</b>
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
Boys & Girls Club, Bratt.	Stone
Brattleboro Basketville	Atlas
CF Church, Brattleboro	Stone
Foodworks, Brattleboro	Nobis
Fulcrum Arts, Brattleboro	WHEM
Garage, Bellows Falls	KAS
Leonard Block, Bratt.	KAS
McNeill's Brewery, Bratt.	Stantec
Morningside Shelter, Bratt.	KAS
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**

- Cotton Mill, Brattleboro - BDCC would like to redevelop the third floor of this building for housing. The building has been used for a variety of industrial uses since 1912 and is now used for light manufacturing, office space and artist studios. BDCC purchased the building in 1994. BDCC is requesting funding for a Phase I ESA and a Hazardous Building Materials Assessment. LEE has developed a proposal for this work, \$16,815.

Susan noted that at the last meeting Gabby suggested integrating the Site Selection Matrix into the project discussion instead of doing it separately. As a result, she filled out the matrix and sent it out with the agenda. She thought it best to highlight the most important project elements in the agenda. See the attached site selection matrix. Susan said that this project is important because much needed new housing is proposed in an existing mixed-use building. She asked the Committee if there were other comments or other things they'd like to point out.

Cheryl asked if an assessment would look at the entire building even though redevelopment would only occur on the third floor. Susan said yes. Sue Fillion pointed out the current zoning does not allow housing but industrial uses only. She said she discussed potentially changing the zoning with BDCC. Bonnie and Ralph Meima asked if a variance was an option. Sue explained that you can't get a variance for use but only for a structure. Bonnie asked about what percentage would be affordable housing. Susan said it's OK that that's unknown at this time.

A motion was made by Cheryl Kaufman and to accept the site into the WRBRI program and to approve funding for a Phase I ESA and a Hazardous Building Materials Assessment, dependent of the availability of funding. Sue Fillion seconded the motion, which was approved unanimously.

- Brattleboro Basketville – Susan updated the Committee on this project that was discussed at the last meeting and is requesting cleanup funding. She received a Part A Application and submitted to EPA for their approval of eligibility. She is gathering information about dates of purchase and the Phase I to make sure the process was followed correctly.

## **Active Sites Updates**

Susan said that most projects (below) are moving forward. The only real question is about the BF Train station because the Selectboard is wrestling with concerns about the project. She said there is another call with the town, DEC and Stone tomorrow morning. She also said that the three Under the Hill sites in Bellows Falls are moving forward together. Susan said the S. Newfane general store site is now town owned and FEMA is funding the building demolition and Hazardous Building Materials work.

<b>Site</b>	<b>Updates</b>
0 Bridge St., Bellows Falls	Phase II underway.
130 Birge St., Brattleboro	Phase II and HBMA field work complete.
485 West River Rd., Bratt.	Phase II Supplemental Sampling field work complete.
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 complete.
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.
Boys and Girls Club, Bratt.	Site investigation underway.
CF Church, Brattleboro	ECAA/CAP & Pilot testing – field work complete.
Foodworks, Brattleboro	Phase II underway.
Garage, Bellows Falls	Offsite Vapor Plume Delineation underway.
Leonard Block, Brattleboro	Phase II underway.
McNeill’s Brewery, Bratt.	Phase II underway.
Morningside Shelter Site, Bratt.	Site Investigation underway.
Penta Wyman, Bellows Falls	CAP – underway (in conjunction with Adams & TLR).
S. Newfane Store Buyout	Phase II underway.
TLR, Bellows Falls	CAP & Pilot testing – underway (in conjunction with Adams & Penta).
WW Building Supply, Wilmington	Phase II complete. Additional soils testing underway.
Winston Prouty, Brattleboro	Phase II underway.

**Public Comment** – There was none.

**Adjourn** – The meeting was adjourned at 4:18 with a motion Stephen and seconded by Sue Fillion.

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

<b>Site name and location:</b>	<b>Cotton Mill, Brattleboro</b>
<b>What will be done on the site when it is redeveloped?</b>	<b>The third floor will be redeveloped for housing</b>

<b>Jobs</b> <i>Economic impact of reuse</i>	New Jobs?      1-3 new jobs ___ Jobs Retained? _____ Other economic benefits? New housing for the region's work force.
<b>Built Environment</b> <i>How does the project use or reuse its physical surroundings?</i>	Reuse of historic structure? yes Listed on National Register of Historic Places? No Located in Historic District? No Is building demolition proposed? Internal demolition only
<b>Neighborhood Benefit/ Impact</b> <i>What are the benefits of this particular redevelopment project?</i>	Is some percentage (%) of site affordable housing? Identified as work force housing Improve site in low/med income areas? yes Near                  other                  Brownfield                  sites?                  yes Other Community Benefits?
<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> - assume high because housing crisis but haven't discussed <b>Medium</b> <b>Low</b>
<b>Open or Public Space</b>	Is open or public space part of the reuse plan?      No since building only 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>  BDCC plans to work with Efficiency VT and GMP to ensure green building techniques are incorporated. The site is on public transportation.

**Additional notes:**