



**Windham Region Brownfields Reuse Initiative
Steering Committee Meeting Minutes
December 11 2024
4:00 p.m.
Hybrid Meeting on Zoom or in Person @ WRC**

Attendees: Sue Fillion Acting Chair, Stephen Dotson, Cheryl Kaufman, Ralph Meima

Absent: Gabby Ciuffreda Chair, Elizabeth Bridgewater, Bonnie North and Robin Sweetapple

Staff: Susan Westa

Sue Fillion, Acting Chair called the meeting to order at 4:02 pm with a quorum present. All attendees joined the meeting by Zoom.

Agenda Amendments

There were no amendments.

Minutes Approval

The Minutes of October 9, 2024 were approved unanimously with a motion by Stephen Dotson and seconded by Ralph Meima.

Status of WRBRI Funds

Susan Westa said that we now have some funding remaining in VT Assessment grant since the Cotton Mill project was not eligible without BRELLA. Other grant accounts have not changed much except our revolved funds, which increased significantly because another loan was paid off.

Vermont Assessment Funds
▪ \$19,457

EPA Assessment Funds 2023
▪ \$3,622

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
▪ \$438,180

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

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
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

- Bellow Falls Bike Project - The BF Bike Project is in the process of purchasing the building that they've been located in since 2016. WRC and VT DEC have provided assessment funding, Phase I through Corrective Action Planning. The Bike Project is now applying for cleanup funding to address vapor intrusion issues.

Susan reviewed the pertinent information from the selection matrix. She said that the project is located in the village, is the reuse of an existing structure that is considered a contributing building to the Bellows Falls Neighborhood Historic District, and will use existing infrastructure. The Bike Project is a nonprofit organization that will retain jobs in an area of lower median incomes and a higher unemployment rate. They will continue to provide bicycles and related services to all.

Susan also said that EPA approved project as eligible for cleanup funding with a new Phase I and SHPO/Section 106 review. Stone Environmental will work with the Bike Project on both.

The Bike Project requested \$252,986 for cleanup as a grant. They understand that WRC has been approving grant/loan combos at 80% grant and 20% loan.

Sue Fillion asked questions about the use of funding – old RLF with petroleum and hazardous breakdown versus newer supplemental grant. She would like to offer more than an 80/20 grant/loan split by increasing grant amount. Sue feels this is an important nonprofit whose capacity to pay off a loan might be limited. Ralph asked about operations and if this is work force development. Stephen is a big fan of the Bike Project. He said they want to keep bike skills alive, provide a community service for active transportation, it's a waste reduction program, and a community hub. He wants to make sure they can do this work without getting bogged down. He asked more about the grant/loan requirement and Susan explained the options. Stephen said he would support a 95% grant/5% loan or 100% grant. Cheryl asked about where funds would come from, which grants. Susan said most of the grant funding would come from the Supplemental grant, although we could also use our Revolved Funds since they've increased. The loan portion would come from the old grant. Sue said she'd lean toward 95%/5%.

A motion was made by Stephen and seconded by Cheryl accept the project into the RLF Program and to recommend a 95% grant/5% loan, \$240,337/\$12,649. There was no additional discussion. A roll call vote was taken and passed unanimously. Approval is contingent upon a successful Part B application, BS&L review and Executive Board approval.

Active Sites Updates

Sue asked if there were any updates or questions on chart below. Susan said there are multiple projects in the assessment phase so more will probably move into cleanup soon. Sue asked about the McNeill's. Susan hasn't heard from them recently but will reach out.

Site	Updates
0 Bridge St., Bellows Falls	Phase II complete.
485 West River Rd., Bratt.	Phase II Supplemental Sampling report complete and close out 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 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.
Cotton Mill, Brattleboro	BDCC decided not to use our funding.
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, testing complete.
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 – Sue Fillion adjourned the meeting at 4:27.

Grant/Loan Selection Prioritization Matrix

Bellows Falls Bike Project

Score

Subgrant considerations required by CERCLA 104(k)(3)(C)**

<p>Will the project meet the needs of a community that has the inability to draw on other sources of funding for environmental remediation and subsequent redevelopment of the area because of the small population or low income of the community? (All populations within Windham Region meet the small population requirement. Economic Condition analysis below addresses second part of this requirement.)</p>	(Yes =5, No=0)	<table border="1" style="width: 100%; height: 20px;"> <tr><td style="text-align: center;">5</td></tr> </table>	5
5			
<p>Does the project facilitate the creation of, preservation of, or addition to a park, greenway, undeveloped property, recreational property, or other property used for nonprofit purposes?</p>	(Yes =5, No=0)	<table border="1" style="width: 100%; height: 20px;"> <tr><td style="text-align: center;">5</td></tr> </table>	5
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<p>Will the project facilitate the use or reuse of existing infrastructure?</p>	(Yes =5, No=0)	<table border="1" style="width: 100%; height: 20px;"> <tr><td style="text-align: center;">5</td></tr> </table>	5
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Project History

<p>Has the project previously been involved in the WRC's Brownfield program?</p>	(Yes =5, No=0)	<table border="1" style="width: 100%; height: 20px;"> <tr><td style="text-align: center;">5</td></tr> </table>	5
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<p>Has the applicant demonstrated a continuity of effort to limit the effects and exposure of the existing contamination?</p>	(Yes =5, No=0)	<table border="1" style="width: 100%; height: 20px;"> <tr><td style="text-align: center;">5</td></tr> </table>	5
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Project Location

<p>Is the project located within the Windham Region?</p>	(Yes =5, No=0)	<table border="1" style="width: 100%; height: 20px;"> <tr><td style="text-align: center;">5</td></tr> </table>	5
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<p>Is the project located within a state designated village or downtown?</p>	(Yes=5, No=0)	<table border="1" style="width: 100%; height: 20px;"> <tr><td style="text-align: center;">0</td></tr> </table>	0
0			
<p>Is the project located within a state designated Neighborhood Development Area?</p>		<table border="1" style="width: 100%; height: 20px;"> <tr><td style="text-align: center;">0</td></tr> </table>	0
0			
<p>Is the project located within a nondesignated village or downtown?</p>	(Yes=5, No=0)	<table border="1" style="width: 100%; height: 20px;"> <tr><td style="text-align: center;">5</td></tr> </table>	5
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<p>Is the project located adjacent to a village or downtown?</p>	(Yes=3, No=0)	<table border="1" style="width: 100%; height: 20px;"> <tr><td style="text-align: center;">0</td></tr> </table>	0
0			
<p>Is the project located adjacent to another brownfields site?</p>	(Yes=5, No=0)	<table border="1" style="width: 100%; height: 20px;"> <tr><td style="text-align: center;">5</td></tr> </table>	5
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Project Financial Stability

<p>Is the applicant seeking a grant/loan combination?</p>	(Yes =5, No=0)	<table border="1" style="width: 100%; height: 20px;"> <tr><td style="text-align: center;">5</td></tr> </table>	5
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<p>Can the remediation portion of the project be completed within a year?</p>	(Yes =5, No=0)	<table border="1" style="width: 100%; height: 20px;"> <tr><td style="text-align: center;">5</td></tr> </table>	5
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<p>Has the project demonstrated evidence of seeking other sources of funding for implementing the corrective action plan?</p>	(Yes =5, No=0)	<table border="1" style="width: 100%; height: 20px;"> <tr><td style="text-align: center;">0</td></tr> </table>	0
0			

Project Economic Impact

<p>Does the project create or retain jobs?</p>	(Yes =5, No=0)	<table border="1" style="width: 100%; height: 20px;"> <tr><td style="text-align: center;">5</td></tr> </table>	5
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<p>If no direct jobs are created or retained, does the project lead to indirect job creation?</p>	(Yes=3, No=0)	<table border="1" style="width: 100%; height: 20px;"> <tr><td style="text-align: center;">0</td></tr> </table>	0
0			
<p>Will there be other economic and/or community benefits? i.e. affordable housing, public transportation improvements, etc.</p>	(Yes = 3, No=0)	<table border="1" style="width: 100%; height: 20px;"> <tr><td style="text-align: center;">3</td></tr> </table>	3
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Project Location Economic Conditions

Is the project located in area where the unemployment rate exceeds the county unemployment rate?

Exceeds county unemployment rate	10	10
Does not exceed the county unemployment rate	0	

Is the project located in an area where the median household income is less than the county median household income?

Exceeds county median household income	0	
Does not exceed county median household income	10	10

Total Score	78
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