



**Windham Region Brownfields Reuse Initiative
Steering Committee Meeting Minutes
February 12, 2025
4:00 p.m.
Hybrid Meeting on Zoom or in Person @ WRC**

Attendees: Gabby Ciuffreda Chair, Bonnie North, Sue Fillion, Elizabeth Bridgewater, Stephen Dotson, Ralph Meima

Absent: Cheryl Kaufman, Robin Sweetapple

Staff: Susan Westa, WRC & Amanda Van, EPA

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

Agenda Amendments – Susan Westa requested removing the GRAS site from the agenda since it is not eligible for funding. Gabby suggested we keep it on for explanation. Susan also asked to add a discussion about use of our remaining assessment funds, after BF Bike discussion. The Chair agreed.

Minutes Approval

The Minutes of December 11, 2024 were approved unanimously with a motion by Stephen Dotson and seconded by Sue Fillion. Elizabeth Bridgewater abstained.

Status of WRBRI Funds – Susan reviewed the status of all funds (see below). She said that we just received an additional \$50,000 of assessment funds from the state. She also said that WRC had to pause all funding last week because of the federal pause but funds were reinstated the next day when the federal pause ended. Amanda Van encouraged drawing down funds as soon as we can because of the unsurity. Susan will let our consultant know this.

Susan also said that an attorney just completed a review our RLF Cooperative Agreements to make sure they're up to date with all EPA Terms and Conditions. The Committee suggested that we check with our attorney to make sure that WRC is covered as much as possible in terms of our liability for payment.

Vermont Assessment Funds
▪ \$19,457

An additional \$50,000 has been approved.

EPA Assessment Funds 2023
▪ \$3,893

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
▪ \$443,399

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

CONSULTANTS 2025

Site	Consultants
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
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

- GRAS (Greater Rockingham Area Services) Site, Bellow Falls – Susan said that she just found out that this site is not for BRELLA eligible, therefore we cannot fund it with our state grant. GRAS became the owners in 1990 and may be considered responsible party since they have been using the heating system (boiler and oil tanks).
- Bellow Falls Bike Project - At our last meeting, the Committee approved cleanup funding. The total amount is \$265,840, broken down as a 95% grant/5% loan, \$252,548 grant and \$13,292 loan. BS&L and WRC Executive Board also approved this funding.

We had not established the terms of the loan, although I told them we've recently done a 2% interest rate with a 10-year term for loans. The Committee confirmed by consensus that this is acceptable. They also said we should be clear that there is a risk to using this funding.

Bonnie asked if there was a risk to the funding for the train station project. After discussion, the Committee agreed that we should be clear with all applicants and consultants that there is some unsurity about funding at this time and that they might want to consult with their attorneys.

- Assessment Funding Discussion – We currently have \$3,800 for EPA and \$65,000 from the state. Susan asked if the Committee OK with her continuing to approve projects because we will be getting low again soon. She also noted that we can apply for an additional \$49,000 from state this year. Susan highlighted our current state funding needs:
 - Boys and Girls Club BRELLA assistance - \$1500 (EPA \$) & maybe additional for vapor work, \$8,000 (state)
 - Morningside Shelter Supplemental Site Investigation - \$23,910
 - McNeill's ECAA/CAP soon – probs \$6,000-10,000
 - BF Island Gas Station – Phase I underway – either Phase II or Petro funds

There was much discussion about the assessment funding. In the end Sue Fillion said she is comfortable with Susan continuing to make decisions about funding ongoing needs. Gabby agreed, especially since we can request additional state funding. She suggested that Susan come back to the Committee for approval when we have small amount remaining, \$20,000.

Active Sites Updates

Site	Updates
485 West River Rd., Bratt.	Close out complete.
Adams Grist Mill, Bellows Falls	Phase II Supplement testing will be coordinated with TLR and Penta Wyman.
Bellows Falls Bike Project	Preparing to enter into Cooperative Grant/Loan Agreement.
Bellows Fall Island Gas Station	Phase I underway.
Bellows Falls Train Station	Still waiting on land lease and building sale completion before finalizing grant loan agreement for abatement and vapor intrusion 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 complete.
Morningside Shelter Site, Bratt.	Site Investigation underway.
Penta Wyman, Bellows Falls	CAP – underway (in conjunction with Adams & TLR).
S. Newfane Store Buyout	Phase II 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 – Sue Fillion thanked Amanda for her service and all the work she does.

Adjourn – Bonnie made a motion to adjourn the meeting at 4:49, which Elizabeth seconded.