



**Windham Region Brownfields Reuse Initiative  
Special Steering Committee Meeting Minutes  
March 17, 2025  
4:00 p.m.  
Hybrid Meeting on Zoom or in Person @ WRC**

Attendees – Gabby Ciuffreda Chair, Bonnie North, Cheryl Kaufman, Stephen Dotson, Sue Fillion

Absent: Ralph Meima and Elizabeth Bridgewater

Staff: Susan Westa, WRC

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Gabby Ciuffreda, Chair called the meeting to order at 4:01 pm with a quorum present. All attendees joined the meeting by Zoom.

**Agenda Amendments** – There were none.

**WRBRI Applications** – Susan Westa said that both projects are on very tight timelines because property is being transferred. The town has no experience with brownfields and their grant writer is helping them.

- Talc Mine Site, Windham - The Town of Windham is considering accepting this site from the company that has owned and operated the site as a talc mine operation. The owner, Trout Meadow/Imerys Talc is undergoing bankruptcy. They hired a consultant to conduct a Phase I, which found no environmental concerns. However, the town is now doing their own due diligence as a prospective purchaser and is requesting WRC funding for a Phase I. The town may move their town garage to the site and build a salt shed (which they have a grant for), and/or use it for recreational purposes or build housing.

This is a 78 acres site and includes a pond and sedimentation basin left over from the mining operation. An adjacent site which is also the location of an old talc mine has been identified as a hazardous waste site.

Cheryl Kaufman asked why we're doing another Phase I. Susan explained its part of their due diligence and Sue Fillion said that it is to ensure their eligibility for cleanup funds.

A motion was made by Sue Fillion to accept the site into the WRBRI program and approve funding for a Phase I ESA. Bonnie North seconded the motion and it passed unanimously.

- Windham School Site - The Town of Windham is considering accepting this site from the Windham School Board because the school was recently closed.

This is a 2.12 acre site and includes the school building which was built in 1963. It is located adjacent to the Town Office building. A Facilities Conditions Assessment report, completed in 2023, identified the potential for hazardous building materials, as well as needed upgrades.

Sue asked if they were planning to enter into BRELLA. Susan said yes, but they would do the Phase I's first.

Sue moved to accept the site into the WRBRI program and approve funding for a Phase I ESA. Bonnie seconded the motion and it passed unanimously.

**Public Comment** – There was none.

**Adjourn** – Bonnie moved to adjourn the meeting at 4:14 and Cheryl seconded the motion.

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

<b>Site name and location:</b>	Talc Mine Site, Windham
<b>What will be done on the site when it is redeveloped?</b>	May use a for a new town garage and salt shed, or for recreation or for new housing

<b>Jobs</b> <i>Economic impact of reuse</i>	New Jobs? ____? ____ Jobs Retained? ____ Other economic benefits? Unclear at this time
<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? No Located in Historic District? No Is building demolition proposed? Not at this time
<b>Neighborhood Benefit/ Impact</b> <i>What are the benefits of this particular redevelopment project?</i>	Is some percentage (%) of site affordable housing? potentially Improve site in low/med income areas? No Near other Brownfield sites? Yes, adjacent talc mine is a hazardous waste site Other Community Benefits? yet to be determined.
<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> - Important for town to address municipal need <b>Medium</b> <b>Low</b>
<b>Open or Public Space</b>	Is open or public space part of the reuse plan? yes What is the type and purpose of the space? TBD How much of it is green space? TBD
<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. TBD</i>

**Additional notes:**

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

<b>Site name and location:</b>	Windham Elementary School Site
<b>What will be done on the site when it is redeveloped?</b>	The town may use it for recreation and/or new town offices.

<b>Jobs</b> <i>Economic impact of reuse</i>	New Jobs? ____? ____ Jobs Retained? ____ Other economic benefits? Unclear at this time
<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? No
<b>Neighborhood Benefit/ Impact</b> <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? No Near other Brownfield sites? No Other Community Benefits? yet to be determined.
<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> - Important for town to address municipal need <b>Medium</b> <b>Low</b>
<b>Open or Public Space</b>	Is open or public space part of the reuse plan? TBD What is the type and purpose of the space? TBD How much of it is green space? TBD
<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. TBD</i>

**Additional notes:**