



**Windham Region Brownfields Reuse Initiative
Steering Committee Meeting Minutes
April 9, 2025
4:00 p.m.
Hybrid Meeting on Zoom or in Person @ WRC**

Attendees: Gabby Ciuffreda Chair, Bonnie North, Cheryl Kaufman, Ralph Meima, Elizabeth Bridgewater

Absent: Stephen Dotson, Sue Fillion

Staff: Susan Westa and Mike McConnell, WRC

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

Agenda Amendments – There were none.

Minutes Approval - The Minutes of February 12, 2025 were approved unanimously with a motion by Elizabeth Bridgewater and seconded by Cheryl Kaufman. The Minutes of March 17, 2025 were also approved unanimously with a motion by Cheryl Kaufman and seconded by Bonnie North.

Status of WRBRI Funds - Susan Westa reviewed the status of our funding. She said that we received an additional \$49,000 from the state for assessment work and we've already used some of that. She also noted that we've been told that there may not be additional brownfields assessment funds from the state, since that is not in the governor's budget. Susan said that our EPA assessment funds are almost gone but she's hoping to apply for additional funds next fall. At a statewide RPC DEC Brownfields meeting, folks who applied for funding this spring said that those applications are moving forward. WRC's cleanup funding hasn't changed but will soon with the Train Station project. The revolved funds continue to grow.

Vermont Assessment Funds
▪ \$31,772
EPA Assessment Funds 2023
▪ \$634

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
▪ \$450,730

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

CONSULTANTS 2025 – Susan noted that Weston & Sampson is doing the two Windham projects approved last month.

Site	Consultants
Adams Grist Mill	Stone
Bellows Falls Bike Project	Stone
Bellows Falls Island Gas Station	LEE
Bellows Falls Train Station	Stone
Boys & Girls Club, Bratt.	Stone
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
Talc Mine Site, Windham	W&S
TLR, Bellows Falls	Stone
Windham School Site	W&S
WW Building Supply, Wilm.	LEE
Winston Prouty, Bratt.	KAS

WRBRI Applications

- Bellow Falls Train Station – Susan reminded the committee that we previously approved cleanup funding for asbestos abatement at the train station, therefore we don't need to do the eligibility review. We previously approved a \$240,000 grant and \$60,000 loan. The town is now looking for additional funding for vapor mitigation. Stone completed Corrective Action Plan that addresses both issues together.

This project is a high priority for the town who just purchased the building. Bonnie spoke about how the town has been working to make this happen for a few years now and they recently purchased the building. The voters approved an additional \$137,500 for loan repayment in March. They are requesting a \$137,500 loan and \$732,174 as a grant (\$869,674 total). This is not quite 20% (\$36,435 less).

Susan confirmed with EPA that we are allowed to grant up to \$500,000 from our supplemental RLF, as well as \$500,00 from Program Income or revolved funds. We could split the grant between the two sources (\$366,087 each). That would only leave \$84,643 in Program Income but that will build up again. Or we could put more on our supplemental grant. Susan would like close out our long time RLF grant which she believes we can do with

this loan. Gabby suggested that we use the \$5,125 remaining in our original RLF hazardous funds. Susan will do that.

Elizabeth said that there is so much entrepreneurial energy in Bellows Falls right now and that's a great thing. She thinks of this project as a gateway project to the Island. Bonnie said the important message that the community is sending with this project is that they are all in on new redevelopment.

Susan said she suggested to the town that the loan would be at a 2% interest rate with a 10-year term because that's what we've been doing recently with cleanup projects but that this is all open for discussion.

A motion was made by Cheryl Kaufman to approve RLF funding in the form of a loan for \$137,500 and grant of \$732,174. Elizabeth Bridgewater seconded the motion and it passed unanimously. Bonnie North recused herself. There was no further discussion.

Elizabeth made a motion to approve the loan interest rate of 2% with a 10-year term, which was seconded Cheryl. Gabby opened this up for discussion. Ralph Meima asked what these amounts were based on? Gabby said that we're not comparing this to anything but the goal is to get projects done below market. Elizabeth noted the importance of a low rate since the municipality is paying back the loan. The motion passed unanimously and Bonnie recused herself.

Active Sites Updates

Site	Updates
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. Working on RFP for QEP.
Bellows Fall Island Gas Station	Phase I complete. Discussions underway with BFADC about transfer of ownership for additional assessment and cleanup.
Bellows Falls Train Station	Building sale complete. Development of grant loan agreement for abatement and vapor intrusion work underway.
Boys and Girls Club, Bratt.	Site investigation complete. Indoor air tasting 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	Supplemental sampling underway.
Talc Mine Site, Windham	Phase I underway.
TLR, Bellows Falls	CAP & Pilot testing – underway (in conjunction with Adams & Penta).
WW Building Supply, Wilmington	Supplemental soils testing complete.
Windham School Site	Phase I underway.
Winston Prouty, Brattleboro	Phase II underway.

Bonnie asked about the status of the Penta Wyman site. Susan noted that a CAP will be developed in conjunction with the TLR and Adams Grist Mill sites since the contamination is connected. TLR is currently undergoing additional testing.

Elizabeth asked about new proposed state legislation about transporting soils that is aimed at reducing costs. Susan was not aware of this. Bonnie is concerned about new bridge alignment project connecting to the island and the soils costs associated with that since the town is responsible for those costs.

Public Comment – There were no additional comments.

Adjourn – Elizabeth made a motion to adjourn the meeting at 4:39, which was seconded by Bonnie and approved unanimously.