



**Windham Region Brownfields Reuse Initiative
Steering Committee Meeting Minutes
August 13, 2025
4:00 p.m.
Hybrid Meeting on Zoom or in Person @ WRC**

Attendees: Bonnie North Acting Chair, Sue Fillion, and Stephen Dotson

Absent: Gabby Ciuffreda, Elizabeth Bridgewater, Cheryl Kaufman and Ralph Meima

Staff: Susan Westa, WRC

Bonnie North, 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 none.

Minutes Approval

The Minutes of June 11, 2025 were approved unanimously with a motion by Stephen Dotson and seconded by Sue Fillion. The Minutes of July 15, 2025 were approved unanimously with a motion by Sue Fillion and seconded by Stephen Dotson.

Status of WRBRI Funds

Susan Westa gave an overview of the status of our assessment grant funds. She noted that the 2023 State grant closed out in June. The 2024 State grant funds are all that we have for assessment work. She plans to apply for additional EPA funds this fall but those funds would not be available until next spring if we are successful. Susan also noted that the revolved funds below, do not take into account the grant funding that has been dedicated to the train station project, \$363,000.

Vermont Assessment Funds 2024
▪ \$30,726

EPA Assessment Funds 2023
▪ \$669

RLF Loan/Grant Funds (Haz)
▪ Loans = \$56,488

▪ Grants = 0
▪ 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
▪ \$459,184

FY '23 Supplemental RLF Loan/Grant Funds
▪ Loans = \$1,250,000
▪ Grants = \$337,542
▪ Consultant Services = \$32,627

CONSULTANTS 2025

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

- Foodworks – Groundworks has requested assistance with Phase II funding. The cost for this proposal for Supplemental Sampling is \$19,824.75. They are aware that we are running low on assessment funds and I told them that it is likely that the Committee will approve partial funding. We have previously funded a Phase I and a Phase II site analysis.

Susan said that this is for additional sampling required by the state and they may be able to ask the state for additional funding. She also noted that at the last meeting we approved \$10,000 for the Windham School site.

There were a couple of questions about how much funding we should commit to this. In general, the group would like to help pay as much as possible but they are concerned about running low on funds. They were more comfortable providing additional funding to this project since there is a plan in place.

Stephen moved to approved \$10,000 for Supplemental Sampling and Sue seconded this. There was additional discussion. Stephen changed his motion to approve \$15,000 for this work and Sue seconded this. There was no further discussion and the motion was approved unanimously.

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	<i>Cooperative Grant/Loan Agreement complete and currently getting signatures.</i>
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	Preparing to Cooperative Grant/Loan Agreement, which has been approved by EPA.
Boys and Girls Club, Bratt.	Site investigation complete. Indoor air tasting complete but state has requested additional testing that they will fund.
CF Church, Brattleboro	ECAA/CAP & Pilot testing – field work complete.
Foodworks, Brattleboro	Phase II testing is complete.
Garage, Bellows Falls	Offsite Vapor Plume Delineation complete.
Leonard Block, Brattleboro	Phase II complete.
Morningside Shelter Site, Bratt.	Site Investigation and cleanup planning are complete. <i>WRC has given final approval for cleanup funding.</i>
Penta Wyman, Bellows Falls	CAP – underway (in conjunction with Adams & TLR).
S. Newfane Store Buyout	Supplemental sampling underway.
TLR, Bellows Falls	CAP & Pilot testing – underway (in conjunction with Adams & Penta).
Windham School Site	Phase II underway.
Winston Prouty, Brattleboro	Phase II is complete.

Public Comment – There was no public comment.

Adjourn – Sue moved to adjourn the meeting at 4:21 and Stephen seconded that.