



**Windham Region Brownfields Reuse Initiative
Steering Committee Meeting Minutes
October 8, 2025
4:00 p.m.
Hybrid Meeting on Zoom or in Person @ WRC**

Attendees: Bonnie North Acting Chair, Ralph Meima, Elizabeth Bridgewater, Stephen Dotson

Absent: Sue Fillion, Gabby Ciuffreda and Cheryl Kaufman

Staff: Susan Westa

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 August 13, 2025 were approved unanimously with a motion by Stephen Dotson and seconded by Bonnie North.

Impact of Government Shutdown

Susan Westa said that funding is on hold. We were able to submit our invoices in before the shutdown. As other invoices come in, they may have to wait for payment. If we approve a new project, Susan can get it all ready to go but won't approve until shut down is over. Elizabeth Bridgewater noted that she remembers this from last time.

Committee Membership

Susan said that Gabby Ciuffreda and Cheryl Kaufman now have conflicts with our current meeting time and day. Cheryl has a new job and Gabby teaches classes. Gabby asked Bonnie if she would Chair the committee. Bonnie asked Susan more about that and agreed to be Chair. Bonnie asked the other committee members how the current time works for them. Ralph Meima, Elizabeth and Stephen all said it is a good for them. We will ask Chris Campany about getting other committee members.

Status of WRBRI Funds

Susan gave an overview of the funding status. She noted that the revolved funds are actually up to \$470,762 but that doesn't take into account the revolved funds that will be granted to the Bellows Falls Train station project. The loan and grant agreement for that project was just signed!

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

Elizabeth asked for clarity about funding and Susan explained. Stephen said the Brattleboro Library may be interested in funding for asbestos abatement.

CONSULTANTS 2025

Site	Consultants
37 Main St., Saxtons River	LEE
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

- 708 Main St., Weston - The Town of Weston is requesting funding as a prospective purchaser for a Phase I ESA. They are purchasing the property as part of a FEMA buyout. There is a single family structure on the site, which has flooded multiple times. There may be above ground and/or underground oil tanks, asbestos and lead paint in the building and hazardous household materials which may have spread as a result of flooding. They will demolish the building and restore it to open space as is required by FEMA.

Susan said that this is a very important project for the town and will address one piece of their flooding issues. It's similar to a project we recently did in Newfane, the S. Newfane General Store. There's not much to add from selection matrix since no redevelopment will occur but it will result in open space and address important floodplain restoration issues. Bonnie asked if we have funding for this and Susan said yes. Elizabeth asked if FEMA paid for demolition. Susan said that they did for the S. Newfane Store and they paid for the Hazardous Building Materials Assessment.

Elizabeth moved to accept the site into the WRBRI program and to approve funding for a Phase I ESA. Ralph seconded the motion and it was approved unanimously.

Ralph asked if we usually fund work for single family residences. Susan said not often but we have done this in the past under certain circumstances and this is a priority for the town. Stephen said that we should be prioritizing flood plain restoration on the Site Selection matrix. Elizabeth agrees that this is an important public purpose. Stephen discussed the 250 Birge St. project in Brattleboro and how brownfields funding was critical.

Active Sites Updates

Site	Updates
37 Main St., Saxtons River	Phase I is complete.
Adams Grist Mill, Bellows Falls	Phase II Supplement testing will be coordinated with TLR and Penta Wyman.
Bellows Falls Bike Project	Cooperative Grant/Loan Agreement executed.
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 enter into Cooperative Grant/Loan Agreement, which has been approved by EPA. Town hired Stone as QEP. <i>Just executed agreement!!</i>
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 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 and getting ready for cleanup planning. <i>Working on cooperative agreement.</i>
Penta Wyman, Bellows Falls	CAP – underway (in conjunction with Adams & TLR).
S. Newfane Store Buyout	Supplemental sampling underway.
Talc Mine Site, Windham	Phase I complete.
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 complete.
Winston Prouty, Brattleboro	Phase II underway. <i>May need cleanup funding for asbestos abatement for first phase of housing project. EPA determining eligibility.</i>

Public Comment – There was no public comment.

Adjourn

Elizabeth moved to adjourn the meeting 4:25 and Stephen seconded that.