



**Windham Region Brownfields Reuse Initiative
DRAFT Steering Committee Meeting Minutes
August 12, 2026
4:00 p.m.**

Attendees: Bonnie North Chair, Neil Goldberg for BDCC (nonvoting), Ralph Meima, Sue Fillion and Stephen Dotson

Guest: Bob Stevens, M&S Development

Absent: Dan Toomey and Elizabeth Bridgewater

Staff – Susan Westa and Margo Ghia, WRC

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

Agenda Amendments – Susan Westa asked if we could do introductions first and move the Putnam Block discussion to the top of the agenda since Bob Stevens was joining us. Introduction were made.

Putnam Block – Discussion about changing the terms of the Putnam Block Cooperative Loan Agreement. Bob Stevens, representing M&S Development, gave an overview of project and why they're asking for changes now. They requested the following changes:

- Ownership – from BCIC to Putnam Block LLC
- Interest Rate – down to 2% from 3%
- Continue interest only for 15 years with a balloon payment at end

Susan said that she discussed this with EPA and that they are OK with these changes. She said we will need to have all documents reviewed by our attorney and financials reviewed by BS&L (or another financial advisor). We need to show that we've done everything we can to make this work and to show that new owner can repay.

Action: Sue Fillion made a motion to approve the changes as proposed, seconded by Stephen Dotson and approved unanimously.

Minutes Approval

The Minutes of February 11, 2026 were approved unanimously with a motion by Sue and seconded by Ralph Meima.

Coalition Assessment Grant Application

Susan said that WRC's application was not successful. She will try again this fall. Susan and Gary Fox (Coalition member) had an EPA debrief about the application. EPA said we scored an A+ but that the winners were A++. They had some comments on specific sections, which she will incorporate into the next application. EPA Region 1 is encouraging applicants to submit for Coalition Grants.

Status of WRBRI Funds

Susan noted that we're almost completely out of assessment funds. There is some remaining in the state grant since another project is not going to use dedicated funds.

Susan also said that she will be closing out the old RLF this Sept./Oct., which has been in place since 2011. A significant portion of the RLF Revolved funds have been set aside for the BF train station, \$360,000. Once this grant is closed out we can use these funds for other brownfields work, including assessment, but we'll need to be very careful with these funds to make them last.

Vermont Assessment Funds 2024
▪ \$0

EPA Assessment Funds 2023
▪ \$2,060

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
▪ \$491,418

FY '23 Supplemental RLF Loan/Grant Funds
▪ Loans = \$1,250,000
▪ Grants = \$338,288
▪ Consultant Services = \$28,627

CONSULTANTS 2026

Site	Consultants
108 Rockingham St., BF	LEE
Adams Grist Mill	Stone
Bellows Falls Bike Project	Stone & LEE
BF Island Gas Station	LEE
Bellows Falls Train Station	Stone & LEE
Boys & Girls Club, Bratt.	Stone
CF Church, Brattleboro	Stone
Foodworks, Brattleboro	Nobis
McNeill's Brewery, Bratt.	Stantec
Morningside Shelter, Bratt.	KAS & LEE
Penta Wyman, Bellows Falls	Stone
S. Newfane Store Buyout	KAS
TLR, Bellows Falls	Stone
Windham School Site	W&S
WW Building Supply, Wilm.	LEE
Winston Prouty, Bratt.	KAS
Weston FEMA Buyout	Waite-Heindel

WRBRI Applications

- New Fire Station Site, 14 Pleasant Valley Rd. Saxtons River - The Town of Rockingham is the prospective purchaser of a site with a building that they would like to use for a new Fire Station and EMS services. The building housed various uses over the years including a blacksmith and woodworking shop. There are also multiple brownfields sites in the vicinity.

The town requested funding for a Phase I ESA. They understand that WRC's remaining assessment funding is very limited and will be happy with whatever we can contribute. Since we moved TLR out of state funding, there is now \$3690 available for a Phase I. There were no comments on the Site Selection Matrix.

Bonnie recused herself because she is on the Rockingham Selectboard. Stephen Dotson said that it seems like we should support this kind of work and Ralph agreed. Bonnie said that Saxtons River is in need of a new Fire Station site since the current fire station is falling into the river.

Stephen moved to accept the site into the WRBRI program and approve funding a Phase I ESA contingent on funding availability. Bonnie recused herself. Sue seconded the motion and it passed unanimously.

Active Sites Updates

Site	Updates
108 Rockingham St., BF	Phase II work is underway.
Adams Grist Mill, Bellows Falls	ABCA/CAP will be coordinated with TLR and Penta Wyman.
Bellows Falls Bike Project	Cleanup underway.
Bellows Falls Train Station	Cleanup is underway.
CF Church, Brattleboro	ECAA/CAP report underway.
Foodworks, Brattleboro	Phase II complete.
McNeill's Brewery, Bratt.	Phase II complete. Town is determining next steps.
Morningside Shelter Site, Bratt.	Cleanup is underway.
Penta Wyman, Bellows Falls	ABCA/CAP will be completed in conjunction with Adams & TLR.
TLR, Bellows Falls	ABCA/CAP will be completed in conjunction with Adams & Penta.
WW bldg./WheelPad, Wilmington	Supplemental sampling is complete.
Windham School Site	Partial Phase II is underway.
Winston Prouty, Bratt.	Supplemental sampling is complete.
Weston FEMA Buyout Site	Phase I complete. Town would like to move forward with Phase II.

Public Comment - Stephen asked how the funding streams have changed and asked if they are more constricted. Will the same programs be available or are they going away? Susan said that there will be less funding available, however the same programs will be available at least for now.

Adjourn – There was a motion to adjourn the meeting at 4:43, by Sue and second Bonnie.

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

Site name and location:	Proposed Saxtons River Fire Station Site
What will be done on the site when it is redeveloped?	The town would like to reuse the building on site for a new fire station.

<u>Jobs</u> <i>Economic impact of reuse</i>	New Jobs? _____ Jobs Retained? _current fire department jobs in Saxtons River _____ Other economic benefits? Protect the Village of Saxtons River from fire
<u>Built Environment</u> <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? No
<u>Neighborhood Benefit/ Impact</u> <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? Yes Other Community Benefits? Fire protection.
<u>Local Priority</u> <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>	High - Important for town to address Village fire protection needs. Medium Low
<u>Open or Public Space</u>	Is open or public space part of the reuse plan? No What is the type and purpose of the space? How much of it is green space?
<u>Sustainability</u> * 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 sustainability and good planning	<i>For Steering Committee discussion. Sample list at left. TBD</i>

Additional notes: