

Brownfields Advisory Committee

Minutes

Dec. 29th, 2015 @ 4 pm, Via Conference Call

ATTENDEES:

<ul style="list-style-type: none">• Janet Shatney, <i>City of Barre</i>• Julie Potter, <i>Town of East Montpelier</i>• George Malek, <i>Town of Orange</i>• Sam Anderson, <i>Central VT Economic Development Corp.</i>	<ul style="list-style-type: none">• Gail Aloisio, <i>CVRPC Staff</i>• Bonnie Waninger, <i>CVRPC Staff</i>
---	--

SUMMARY:

The meeting commenced at 4 pm.

Committee members introduced themselves by explaining their interest in serving the Brownfields Program.

Staff received feedback on the draft Request for Qualifications. Janet Shatney and Julie Potter volunteered to review consultant proposals and participate in interviews. CVRPC will seek to qualify 3-5 firms instead of strictly four. The results of reference checks will also be incorporated into weighting of criteria for evaluating consultants.

The Committee suggested that the Site Selection Criteria be simplified by removing the scoring mechanism and focusing on qualitative assets of the proposed project. The criteria should also be revised to reflect that some criteria are more applicable to public development and some to private development.

The meeting concluded at 6:15 pm

Wrap-up and Next Steps:

- Revision of Site Selection Criteria

The next BAC meeting is scheduled for **Wednesday, January 20th at 4 pm.**