

**Draft Meeting Notes
Brownfields Advisory Committee Members
May 20 2024**

Committee Member Attendance

x	Ron Krauth, Middlesex Commissioner
x	Peter Carbee, Washington Commissioner (Alternate Seat)
	Vacant
	Alice Farrell, Barre Town
x	Paula Emery, Plainfield CVRPC Alternate
x	Janet Shatney, Barre City Commissioner
x	Melissa Bounty, CVEDC
x	Joan Marie Misek, Department of Health
x	Nicola Anderson, Downstreet
x	Liz Scharf, Capstone
	Vacant, Friend of the Winooski (or similar org)

Staff: Eli Toohey, Will Pitkin

Quorum present.

L. Scharf moved to appoint J. Shatney as committee chair, P. Carbee seconded. All in favor, motion passed.

J. Shatney moved to appoint P. Carbee as committee vice chair, L. Scharf seconded. All in favor, motion passed.

J. Shatney noted that the agenda as distributed was slightly modified.

P. Carbee moved to approve July 31, 2023 meeting minutes, P. Emery seconded. All in favor, motion passed.

P. Carbee moved to appoint N. Anderson as interest group representative to the committee, R. Krauth seconded. Motion passed.

E. Toohey provided updates on ongoing projects:

18 S. Main St., Barre City: completed phases I and II, identified and secured funding for corrective action plan. Have not yet closed on that property.

11 N. Main St., Northfield: CAP was funded by DEC.

Clarks Sawmill Dam, Cabot: received proposals, Waite-Heindel was selected to perform Phase I ESA, at which point project will become eligible for BRELLA grant, using MTAP funding for BRELLA grant application. Town of Cabot intends to acquire property then convert it into a green space.

Funding update: had funding through June 2024, eligible for extension of funding through June 2025. Extension of funding on agenda for executive committee meeting next month.

Committee reviewed and discussed funding status of above projects. Requested page numbers in future meeting packets.

P. Carbee asked how much funding remains for Brownfields. E. Toohey stated that funding is from an ongoing grant with a maximum of \$50,000 per site. We have \$144,000 encumbered, leaving \$56,000 unused in this round, though an extension would provide another year of funding.

P. Carbee clarified funding breakdown by project as elaborated, discussed possibility of using remaining available funding within 2024 (before possible funding extension).

N. Anderson clarified whether

J. M. Misek asked if there will be any leftover funding from other RPCs that may become available for ongoing CVRPC-administered projects. E. Toohey was not aware of any such leftover funding but will inquire and update the committee if there is some.

J. M. Misek asked about whether there are any new Brownfields projects that CVRPC is targeting for upcoming remediation. E. Toohey introduced a possible project in Barre that is a former laundromat that is not part of a corrective action plan and the old Grossman's Lumberyard that is seeking funding for well-monitoring equipment that was damaged during July 2023 flood. The third potential upcoming site is the CVSWMD that

J. Shatney requested that E. Toohey expand on upcoming projects.

CVSWMD: has already had phase I assessment done and Weston & Sampson has a proposal for phase II assessment with estimated cost of \$22,450.

P. Carbee noted that he is Washington representative for CVSWMD, on their financial board, and a member of their executive committee – Brownfields committee agreed that these did not constitute a conflict of interest and that he was able to vote on potential Brownfields remediation involving CVSWMD.

Funding request:

M. Bounty moved to fund at the max \$50,000 for remediation of the CVSWMD site, N. Anderson seconded. All in favor, motion passed.

Grossman's and former laundromat were both for information, no action items or funding requests on meeting's agenda. E. Toohey stated that if those two sites were not eligible for Brownfields (former laundromat unlikely to be eligible since it is not part of a corrective action plan), then she would advocate that the State of Vermont assist with remediation.

L. Scharf followed up on a suggestion from last month's discussion (which did not have a quorum) to move meeting times to during the work day. M. Bounty agreed that 6:30pm is a difficult time to meet. J. Shatney suggested creating an online poll for committee members, E. Toohey will create and distribute one. L. Scharf also suggested that, even though the meeting is not every month, it would be helpful to have a standing meeting date as the default, then cancel the meeting on months that the committee does not meet. J. Shatney questioned if changing to a standing meeting would require changing additional steps per rules of procedure; E. Toohey will research and follow up with committee. M. Bounty also asked about rules of procedures for alternating with a coworker as the representative of an interest group. E. Toohey will also research this question and follow up.

P. Carbee moved to adjourn, L. Scharf seconded. All in favor, meeting adjourned.