

CENTRAL VERMONT REGIONAL PLANNING COMMISSION
Brownfields Committee Meeting
MINUTES
July 17, 2025

Present:

x	Janet Shatney, Chair; Barre City Commissioner
x	Don LaHaye, Vice Chair, Waitsfield Commissioner
x	Alice Farrell, Barre Town Commissioner
x	Ron Krauth, Middlesex Commissioner
x	Lee Cattaneo, Orange Commissioner
x	Melissa Bounty, CVEDC (Central Vermont Economic Development Council)
x	Joan Marie Misek, Vermont Department of Health
x	Liz Scharf, Capstone Community Action Council
x	Nicola Anderson, Downstreet Housing
	Vacant, (environment, finance, or real estate organization)
	Vacant, (environment, finance, or real estate organization)
	Vacant, (environment, finance, or real estate organization)

X Emmanuelle Soumeilhan - Nominee, Capstone Community Action

Staff: Eli Toohey

Call to Order: Chair Shatney called the meeting to order at 10:03 am. Quorum was present.

Adjustments to the Agenda: There were no adjustments to the agenda by either members or staff.

Meeting Minutes for December 19, 2024: J. Shatney moved to approve the meeting minutes from December 19, 2024 and seconded by M. Bounty, ***motion carried.***

Public Comment: No members of the public were in attendance for any comment.

Actions: Emmanuelle Soumeilhan, from Capstone Community Action was presented as a nominee for the Brownfields Advisory Committee to represent at-risk populations. A motion was made to approve her to the Brownfields Advisory Committee. Motion made by J. Shatney and seconded by M. Bounty. ***motion carried.***

- ***173 S Main Street, Barre (Quality Inn) for a Phase II BRELLA¹ Letter, and Phase II Supplemental Proposal and Cost Estimate:***

The Quality Inn is being purchased by Downstreet Housing and Community Development; they already have completed both a Phase I and Phase II ESA², but need funding to support a supplemental Phase II plan. The work plan has been submitted and approved for 42 transitional units. They are BRELLA enrolled, and the action is for approving the additional Phase II

¹ BRELLA = Brownfields Reuse and Environmental Liability Limitation Act

² ESA = Environmental Site Assessment

32 funds. Motion by P. Carbee and seconded by J. Shatney to approve the use of Brownfields
33 funding not to exceed \$14,857.42 for the supplemental Phase II. Further discussion regarding
34 the Phase II proposal and cost estimate ensued, and an amended motion was made by P. Carbee
35 to include the approval of the work plan and cost estimate, again seconded by J. Shatney,
36 *motion carried. Vote of the first motion also carried.*

37
38 • **53 Granite Street, Barre (Dessureau Machine) for Phase I funding:**

39
40 E. Toohey gave background information on the project and that the City of Barre is seeking a
41 Phase I as part of the FEMA³ buyout process – site must be BRELLEA enrolled and the funding
42 sought is a not-to-exceed \$5,000. Both J. Shatney and M. Bounty stated their closeness to the
43 project, and volunteered for recusal if appropriate. P. Carbee stated he saw no reason, nor had
44 a problem with either participating in the committee's voting, and A. Farrell stated that there
45 was no appearance of a conflict of interest. Moving on, P. Carbee was concerned that the
46 funding request be postponed until the Committee knew it was BRELLEA enrolled, E. Toohey
47 stated that it was acceptable to allow for funding at this time knowing that the City of Barre
48 was in the process.

49
50 P. Carbee motioned to fund the Phase I and not-to-exceed \$5,000 with the requirement that it
51 be BRELLEA enrolled and accepted with funds coming out of the FY22-23 leftover, J.M. Misek
52 seconded, *motion carried.*

53
54
55
56
57
58 **Program Updates:**

59 E. Toohey gave updates of current sites and a preview of the National Brownfields Conference in Chicago
60 J.M. Misek requested a presentation on the conference at the next Brownfields Advisory Committee
61 meeting.
62
63

64
65 **Adjourn:** With no other items for the Committee, a motion was made by J. Shatney and seconded
66 by R. LaHaye to adjourn at 10:48 am, *motion carried.*
67
68
69
70
71
72
73

74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
95
96
97
98
99
100
101

DRAFT