

CENTRAL VERMONT REGIONAL PLANNING COMMISSION

Brownfields Committee Meeting – MINUTES

March 19, 2026

Present:

X	Janet Shatney, Chair, Barre City Commissioner
-	Don LaHaye, Vice Chair, Waitsfield Commissioner (Alternate Seat)
-	Alice Farrell, Barre Town Commissioner
X	Peter Carbee, Washington Town Commissioner
X	Ron Krauth, Middlesex Town Commissioner
X	Fred Kenney, CVEDC
X	Joan Marie Misek, VT Dept of Health
X	Nicola Anderson, Downstreet Housing and Community Development
X	Liz Scharf, Capstone Community Action
-	Kevin Casey, Hickok and Boardman
-	Vacant, (environment or finance organization)
-	Vacant (environment or finance organization)

Staff present: Christian Meyer, CVRPC Executive Director, Eli Toohey, CVRPC Planner,

Members of the Public: None

Call to Order: Chair Janet Shatney called the meeting to order at 10:07 am.

Roll Call

Adjustments to the Agenda: None

Public Comment: None

Review and Approval of Draft Minutes of 2/19/26 Meeting

Peter Carbee made a motion to accept the minutes from the 2/19/26 meeting, Ron Krauth seconded, passed unanimously.

Review of Brownfield Requirements Memos by Montrose

- I-Rule
- Petroleum Projects Eligibility

CVRPC staff, Eli Toohey, reviewed Montrose Memos on I-Rule and Petroleum Projects Eligibility

New Projects and Requested Actions

- *Phase II ESA – 143 N. Main Street, Barre City*

CVRPC staff, Eli Toohey, reviewed the project at 143 N. Main Street, Barre City and the requested Phase II ESA. She clarified that the Barre Area Development Corporation raised funds for the purchase and facilitated the purchase by Barre City instead of BADC purchasing it as stated in the New Projects Memo.

The request was that the project recommended to be submitted to site eligibility. The move to recommend application for eligibility to the EPA Brownfields Program.

Janet Shatney noted her closeness to the project as the Barre City Planner and the committee discussed conflict of interest and concluded that there is not a conflict of interest.

Peter asked if the site would go through Petroleum Site Eligibility and staff said it would if exceedances were found.

Liz Scharf made the motion to recommend application for eligibility to the EPA Brownfields Program, seconded by Janet Shatney, passed unanimously.

Revolving Loan Fund Program Manual Review and Action Requests

Staff, Eli Toohey, reviewed the Revolving Loan Fund Program Manual and Revolving Loan Fund Program Manual Decision Points Memo.

The committee discussed the details of the terms set for loans in the RLF Program Manual and determined that more clarity was needed for how interest rates are determined. The committee requested that CVRPC staff, Montrose and the Financial Services consultants, bring more a more clear process for determining these rates to the next Brownfields Advisory Committee meeting. A motion was made by Peter Carbee to table the decision to endorse the CVRPC Brownfields Revolving Loan Fund Manual until the April Brownfields Advisory Committee meeting, seconded by Nicola Anderson, passed unanimously.

Program Updates

CVRPC Staff gave updates on upcoming conferences/trainings, current sites, MARC Assessment Funds, EPA Coalition Assessment Grant activities and EPA Revolving Loan

Fund Grant, noting that the anticipated date for the Revolving Loan Fund to be operational is now May 2026.

Meeting Adjournment: Motion to adjourn was made by Peter Carbee and seconded by Janet Shatney and passed unanimously. Meeting adjourned at 10:56.