

CENTRAL VERMONT REGIONAL PLANNING COMMISSION

Brownfields Committee Meeting – MINUTES

July 23, 2026

Present:

X	Janet Shatney, Chair, Barre City Commissioner
X	Peter Carbee, Washington Town Commissioner
X	Mitch Osiecki, Alt Middlesex Commissioner
-	Jim Crafts, Warren Commissioner
X	Ron Krauth, Middlesex Town Commissioner
X	Fred Kenney, CVEDC
X	Joan Marie Misek, VT Dept of Health
-	Nicola Anderson, Downstreet Housing and Community Development
X	Liz Scharf, Capstone Community Action
X	Kevin Casey, Hickok and Boardman
-	Vacant, (environment or finance organization)
-	Vacant (environment or finance organization)

Staff present: Eli Toohey, CVRPC Planner,

Members of the Public: None

Call to Order: Chair Janet Shatney called the meeting to order at 10:01 am.

Roll Call

Adjustments to the Agenda: None

Public Comment: None

Review and Approval of Draft Minutes of 6/5/26 Meeting

Fred Kenney made a motion to accept the minutes from the 6/5/26 meeting, Peter Carbee seconded, Liz Scharf abstained, passed.

Voting for Committee Officers

Joan Marie Misek was nominated but doesn't have the bandwidth. Peter Carbee was nominated as Chair, Liz Scharf seconded, passed unanimously. Vice nominee was Janet Shatney and Liz Scharf made the motion and Peter seconded, passed unanimously.

New Projects and Requested Actions

- *Phase I ESA – 119 School Road, Warren*

CVRPC staff, Eli Toohey, reviewed the project at the old Warren Town Garage (119 School Road) and reviewed the new projects memo and site scoring criteria matrix.

The request was that the project be recommended to the CVRPC BOC's Executive Committee to be submitted to site eligibility to the EPA.

Fred Kenney made motion, seconded by Joan Marie Misek. A conversation was had about BRELLA enrollment. 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 manual and Peter Carbee and Eli Toohey gave a debrief of the Brownfields Revolving Loan Fund conference on Portland Maine and what was recommended for Brownfield Revolving Loan Funds. Eli also outlined that we got two proposals for Financial Servicing for Revolving Loan Funds. The committee had a discussion of the manual details.

Liz Scharf made the motion to approved Version 1 of the Revolving Loan Fund Manual, Peter Carbee seconded. Passed unanimously.

Program Updates

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

Meeting Adjournment: Motion to adjourn was made by Mitch Osiecki and seconded by Peter Carbee and passed unanimously. Meeting adjourned at 10:38.