

Brownfields Advisory Committee

Draft Meeting Minutes Friday, October 14, 2016 10:00 a.m. – 11:30 a.m.

MEETING HELD AT CCRPC offices

To access the documents referenced below, please visit:

<http://www.ccrpcvt.org/our-work/economic-development/brownfields/#advisory-committee>

MEMBERS IN ATTENDANCE

Kirsten Merriman-Shapiro, Burlington CEDO
Trish Coppolino, DEC (ex-officio)

Razelle Hoffman, Vermont Department of Health

STAFF IN ATTENDANCE

Dan Albrecht, Senior Planner

Eleni Churchill, Transportation Program Manager

CCRPC CONSULTANTS IN ATTENDANCE

Kurt Muller, The Johnson Company
Albrecht Voisin, Stone Environmental
Miles Waite, Waite-Heindel

Alan Liptak, L.E. Environmental
Jeremy Roberts, KAS
Steven LaRosa, Weston & Sampson

Others in attendance

Brett Long, DCED (via phone);
City of Winooski: Ray Coffey, Peter Wernsdorfer
City Market: Pat Burns

Frank Gardner, EPA Region One (via phone)
Winooski Hotel Group: Adam Dubroff

1. Call to Order, Introductions and Changes to the Agenda

The meeting began at 10:00 am. Introductions were made. Discussion of Guiding Principles for Site Selection was added to Agenda Item 5 and a quick briefing a pending request on the Burlington Railyard Enterprise Project was added to after Agenda Item 6.

2. Public comments on items not on the Agenda

There were no public comments.

3. Review and action of September 12, 2016 meeting summary (see link above)

No action due to the limited number of members in attendance.

4. SOQ's received for Archeological / Historic Preservation Consultant Services

Albrecht reported that he was unable to complete the Reference Checks for the four SOQs received due to limited working hours from a recent illness. Scoring of the SOQs should be completed in time for the next meeting.

5. Finalize Site Evaluation Criteria and Guiding Principles for Site Selection documents

Albrecht gave an overview of the documents. Albrecht emphasized that the Committee will use the Evaluation Criteria form to "score" the relative adherence of a proposed project to the Guiding Principles. The "criteria score" is used to decide first, if to provide funding and/or technical support to a project and if so, to what degree given available funds and other considerations. No action due to the limited number of members in attendance.

6. Review of Site Nomination / Assistance Request Forms

In turn, Albrecht gave an overview of his draft “criteria” scores and then Albrecht, members and others in attendance discussed each of the following requests received.

- Huntington: Adam Piper: purchase of Bert White land, Huntington (Phase I, Phase II and CAP)
- Winooski: City of Winooski and Winooski Hotel Group, LLC: hotel development, 4 & 12 Winooski Falls Way (Phase II; CAP; soil monitoring)
- Burlington: City Market South End, Flynn Avenue North Lot with Supermarket –Soil Monitoring)
- Burlington: City Market South End, Flynn Avenue, South Lot, use is t.b.d – Phase II)
- Burlington: Parks & Recreation Dept, Alden Waterfront Park, (CAP and implementation)

Based upon the rough “criteria scores” prepared by Albrecht, the Winooski Hotel Group and the City Market Supermarket Lot scored highest due to their known Commercial Impact. The Alden Waterfront proposal was discussed with Frank Gardner asking what the discrete redevelopment element is. Kirsten Merriman-Shapiro and Kurt Muller noted that implementation of the project would cleanup a heavily-impacted property and improve the grade to make more of the greenspace available for recreational use and for the numerous festivals that generate lots of economic activity. It was a challenge to score the City Market South Lot request as the final end use of the lot is not known at this time. Adam Piper’s request “scored” low due to its remote location.

As noted on the Agenda, the Committee indicated it would not make a final determination at this meeting with regards to providing support and if so to what degree. Albrecht noted that there are several options available including supporting the requests in full or not; seeking additional information / cost estimates prior to making an exact financial commitment and delaying any action until more details are known on a proposed redevelopment.

7. Pending request for Burlington Railyard Enterprise Project

Eleni Churchill, CCRPC Transportation Planning Program Manager provided a briefing on her pending request for funds to conduct a Risk Assessment Matrix and Phase II studies on selected parcels.

8. Outreach methods

Albrecht reported that he gave a brief presentation about the Brownfields Program at last night’s Old North End Neighborhood Planning Assembly meeting.

9. Set Next Meeting Date and Agenda Items

The next meeting will be held later in October. The meeting will focus on formally finalizing the recommending Archeological Consultants and the Criteria and Principles documents and lastly, making decisions on the five requests discussed today.

10. Adjourn

The meeting adjourned at 12:37 p.m.

Respectfully submitted by Dan Albrecht