

CCRPC Brownfields Advisory Committee
Regular Meeting Agenda
11:00 a.m. – 12 Noon., Monday, April 13, 2026
VIRTUAL FORMAT ONLY (join online, see link below)

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To access various documents related to the agenda below, please visit:

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

- 1. Call to Order, Introductions and Review/Approval of the Agenda** (*Information, 5 min*)
- 2. Public Comments on Items Not on the Agenda** (*Information, 3 min, longer if necessary*)
- 3. Review and Approval of Minutes of March 9, 2026** (*Action, 2 minutes*)
- 4. Updates by CCRPC staff and attendees** (*Information, 45 minutes*)
 - a. SOUTH BURLINGTON, San Remo Drive Area-Wide Plan**
 - b. BURLINGTON, 168 Archibald St. (former Ahaveth Gerim Synagogue), Current Owner: Briggs House, LLC**
Development: Renovate former synagogue into 2 rental dwellings and 3,600 square feet of commercial
Estimated cleanup cost: \$67,748
 - c. SOUTH BURLINGTON, 600 Spear St., Current Owner: 600 Spear FJT, LLC**
Development: redevelop existing single-unit home and warehouse to 35-45 multi-unit dwelling and 500kW ground-mounted solar array
Estimated CAP cost: \$10,000 | Estimated cleanup cost: \$15,000
 - d. Other Assessment / Corrective Action Planning Project Updates**

i. O'Brien Center (KAS)	viii. Champlain Transmission (Stone)
ii. Winooski Armory (KAS)	ix. 453 Pine St. (Stone)
iii. Bossi Cement (KAS)	x. 1705 VT Route 128 (LEE)
iv. Potvin Auto (KAS)	xi. UVM SW Pond (VHB)
v. Memorial Block (WHEM)	xii. 1 Lawson Lane / 103-107 St. Paul St. (VHB)
vi. 141-143 North Ave. (WHEM)	xiii. 72 San Remo Drive (TRC)
vii. Intervale (W&S)	xiv. 662 South Brownell Rd. (Atlas)
 - e. Brownfields Revolving Loan Fund grant (staff)**
 - i. [Financial Services Request for Proposals](#) update

5. Adjourn

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CCRPC STANDARD GROUP AGREEMENTS

1. Be present and ready to actively participate.
2. Engage respectfully, accepting diversity in ability, culture, and perspective.
3. Listen generously and for understanding.
4. Use accessible language.
5. In cases of hurt and harm, attend to impact and assume best intent.
6. Take space, make space.
7. Focus on interests, not positions.
8. Expect and accept lack of closure.
9. Have fun and dare to dream!

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Brownfields Advisory Committee, REGULAR MEETING, Online only
March 9, 2026

DRAFT Meeting Summary

Scheduled Time: 11:00 a.m. – 12:00 p.m.

Held via Zoom: Various documents referenced below are available for download at:

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

In Attendance	
Committee Members	
Will Clavelle, City of Burlington	Josh Slade, Evernorth
Jazmine Hurley, Winooski	Melissa Needham, VDH
Alex Demoly, GBIC	Emily Garrett, DRM Inc.
CCRPC-retained Qualified Environmental Professionals	
Lee Rosberg, Weston & Sampson	Miles Waite, Waite-Heindel
Brian Burk, TRC	Joshua Robinson, TRC
Kurt Muller, VHB	Annemarie Fortune, Stone Environnemental
Jeremy Roberts, KAS	
CCRPC Staff	
Dan Albrecht, Natural Resources Program Manager	Darren Schibler, Senior Planner & Project Manager
Sarah Muskin, Senior Planner & Project Manager	
DEC / EPA Staff	
Will Lariviere, U.S. EPA	
Guests	
Michael Simoneau, Gerri Reilly	Patrick Leduc, South Burlington Food Shelf

1. Call to Order, Introductions, Approval of Agenda

E. Garrett called the meeting to order at 11:03 a.m. and shared the agenda. No changes were made to the agenda and was deemed approved.

2. Public Comments on Items Not on the Agenda

There were no public comments.

3. Approval of Minutes of February 9, 2026

W. Clavelle made a motion, seconded by A. Demoly, to approve the minutes of February 9, 2025. The motion passed unanimously.

4. Action on Requests for Technical Services Received

a. SOUTH BURLINGTON, 20 San Remo Drive, Current Owner: 20 San Remo Drive

Request: \$37,134 for BRELLA Enrollment and Phase II ESA by Stone Environmental

Development: Convert Specialty Coatings & Insulation warehouse to South Burlington Food Shelf

D. Albrecht introduced P. Leduc and M. Simoneau, noting that they approached CCRPC as part of their due diligence to acquire the 20 San Remo Drive property for the South Burlington Food Shelf. Pursuant to CCRPC's Brownfields Funding Policy, staff approved funding for a Phase I Environmental Site Assessment completed by Stone Environmental.

P. Leduc stated that the food shelf has operated since November 2019 and is bursting at the seams to serve its current clientele. They are seeking to acquire the 20 San Remo Drive property with more space than 356 Dorset Street since that building is proposed for redevelopment. He noted that the new space may allow for addition of other services beyond a food shelf.

A. Fortune walked through the Phase I findings, which identified a few Recognized Environmental Conditions (RECs), including an underground storage tank assessed in 2019 but not up to standard. The property is adjacent to an automotive service garage, and a floor drain on the site being used by the current occupant (Specialty Coatings, Inc.) She described the proposed Phase II ESA which would investigate potential contamination from these RECs.

S. Muskin noted that the staff review is in the packet and that staff are recommending fully funding the Phase II ESA given the public benefits the applicant would be able to provide to the community and the redevelopment potential of the site. She noted that the current request would slightly exceed the \$40,000 site limit.

D. Schibler shared the remaining budget for Brownfields Assessment, as included in the packet. E. Garrett asked what the next chunk of funds that would be available for future assessment grants. D. Albrecht shared that the next grant application would be due next Winter. If that grant were received, the money could be available in July of 2027. W. Lariviere shared that if there is a more emergent needs, VT DEC has 128(a) funds that they are eligible to use throughout VT. He would recommend asking Sarah Bartlett about these funds. A. Fortune shared she understands 128 money is being allocated to housing projects. D. Albrecht asked W. Lariviere about the EPA policy regarding sharing grants with other regions as has happened in the past. W. Lariviere shared that this is still possible in small states like Vermont, but grant recipients need to make sure to include that they have jurisdiction to support all areas in Vermont in the grant paperwork. A. Fortune noted that they are also vendors to most of the other RPCs with RLFs in Vermont. W. Lariviere noted that Addison County RPC is closing their current grant and could not assist other RPCs, but did submit for the most recent round of EPA assessment funding.

E. Garrett shared she thinks this is a good project to allocate the remaining funds to.

J. Slade made a motion to approve the full funding request for 20 San Remo (the South Burlington Food Shelf). M. Needham seconded. Motion passed unanimously.

5. Updates by CCRPC staff and attendees

a. Brownfields Revolving Loan Fund

- i. Financial Services RFP update: D. Schibler shared that an RFP was released including loan underwriting and services for the Brownfields loan, and other CCRPC financial services needs. Only one response was received for loan servicing, and it did not include underwriting. Staff reached out to other potential bidders who could not meet the deadline, so CCRPC staff will readvertise, removing the other financial services from the scope to emphasize the need for underwriting services. This creates a slight time setback, but the goal is to still have loan application requests available by the late spring/early summer. D. Schibler added that this might be a short term need until CCRPC staff feel comfortable taking on the underwriting work internally.

D. Schibler shared that Stone Environmental was selected as the primary QEP for the RLF, and TRC was selected as the alternate.

D. Albrecht shared that he will definitely reach out to the State to talk about the 128(a) money for more assessment work. A lot of funds were obligated in the past couple months. D. Schibler highlighted that it is not bad news that the BAC is getting money out the door. W. Lariviere added that it is great to see money getting out the door. It is much better than needing to request an extension. D. Schibler added that the one thing we could do to extend funding further is look at the cost sharing policy. W. Lariviere added that there are also assessment coalition grants that are \$2 million instead of \$500,000 for 3 communities.

b. Assessment / Corrective Action Planning Project Updates

- i. O'Brien Center (KAS): J. Roberts shared that KAS is waiting on the decision about the EPA Cleanup Grant submitted, and then they will start the Analysis of Brownfield Cleanup Alternatives (ABCA) and Corrective Action Plan (CAP).
- ii. Winooski Armory (KAS): Working on the ABCA. There were a few changes with the redevelopment plan due to hang-ups at the DRB, but once Champlain Housing Trust has resolved those KAS will get started on the Evaluation of Corrective Action Alternatives (ECAA) and CAP.
- iii. Bossi Cement (KAS): Phase II report should be done this week.
- iv. Potvin Auto (KAS): They will be proceeding with the CAP, but are working with the responsible party on some payment issues and conceptual plans.
- v. Archibald St (KAS): Waiting on response from DEC for the CAP.
- vi. Memorial Block (WHEM): A soil assessment needs to be completed, and they have been holding off. More work needs to be done, but might no longer be possible given CCRPC's funding status.
- vii. 141-143 North Ave (WHEM): A boundary survey was completed. They are close to getting the BRELLA approved. The buyer needs to buy the property under an LLC which will be formed this week. They are waiting to submit the Phase 2 because there is potential to complete the Hazardous Building Materials Assessment before the deal closes in April.
- viii. Intervale (W&S): The site investigation report was submitted to DEC and should be reviewed by the end of the week.
- ix. 134 Archibald St. (W&S): VT DEC responded to draft CAP late last week, will be revising and putting it out to public comment.
- x. Champlain Transmission (Stone): Still being monitored.
- xi. 453 Pine (Stone): Waiting on the design team before beginning the ECAA.
- xii. 600 Spear (LEE): Still waiting on design and redevelopment plan.
- xiii. 1705 VT Route 128 (LEE): Also on hold until the Town determines its reuse plan for the property.
- xiv. UVM SW Pond (VHB): ABCA / CAP submitted to DEC, expecting comments later this week. Will then go to public comment.
- xv. 1 Lawson Ln. / 103-107 St. Paul: Still need to submit SSQAPPs to DEC and EPA in the next week or two, so holes should be getting drilled around April.
- xvi. 73 San Remo Drive (PC Construction): working through insurance plan, site investigation planning happening now and further investigation will happen later this spring / summer.
- xvii. San Remo Area-Wide Plan: RFP scope of work ready, but project on hold due while CCRPC figures out financial situation. May need to remove some deliverables that the City wanted.

c. CCRPC Stipend Policy

D.Schibler shared the updated Stipend Policy with the BAC.

6. Adjournment

E.Garrett adjourned the meeting at 11:43.

Respectfully submitted by Darren Schibler & Sarah Muskin