

Brownfields  
Steering Committee Meeting  
Monday November 17, 2025  
1:00 PM

Meeting Minutes

Attendance: C. Sawyer, B. Savage, M. Sherlund, B. Monaghan, G. Brunswick, A. Szlajen, D. Turin

C. Sawyer opened the meeting at 1:02pm.

1) Adjustments to the Agenda: C. Sawyer requested to restructure the meeting and begin by discussing Site Nominations first, due to board members' time constraints.

2) Site Specific Requests/Site Nominations

- LaPointe Auto: Vapor plume delineation is final item for buyer to move forward with purchase of property. \$13,911.14 from EPA assessment funds. M<sub>j</sub>.Sherlund.motion.to.approve.B<sub>j</sub>.Savage.second; Motion.carried;
- 24 Maple St: New prospective buyer. New consultant needed; G. Brunswick will competitively procure from approved consultant list. \$10,000 for Phase 1 assessment. B<sub>j</sub>.Savage.motion.to.nominate.project.into.program.and.allocate.P767666.M<sub>j</sub>.Sherlund.second.T<sub>j</sub>.Smith.abstain; Motion.carried;
- 113 Main St: Application for sub-grant for last piece of CAP implementation to receive Certificate of Completion. \$31,000 from 2023 RLF. T<sub>j</sub>.Smith.motion.to.approve.P767666.M<sub>j</sub>.Sherlund.second; Motion.carried;
- Highgate Village Core: Sub-grant and loan application for building materials abatement for Lots 1 and 2. \$136,000 grant and \$34,000 loan from 2023 RLF. Owner wants to structure loan for payoff in one year. T<sub>j</sub>.Smith.motion.to.approve.M<sub>j</sub>.Sherlund.second; Motion.carried;

3) Meeting Summary from August 2025: M<sub>j</sub>.Sherlund.motion.to.approve.B<sub>j</sub>.Savage.second.B<sub>j</sub>.Monaghan.abstain; Motion.carried;

4) Project Updates from Staff: G. Brunswick: South Hero Meeting House assessment received, CAP recommended and ECAA will be required due to high lead levels in soil. Working on final closeout reporting to close 2010 RLF; all funds disbursed to Champlain Transmission, St. Johnsbury Armory and Edgar May. Discussion of programmatic QEPs.

5) Other Business: None.

Adjourned 1:38PM.