



NVDA
*Northeastern Vermont
Development Association*

**~ MINUTES ~
BOARD OF DIRECTORS' MEETING
St. Johnsbury Country Club
St. Johnsbury, VT
June 27, 2019 6:00 PM**

THOSE ATTENDING:

Directors: Paul Brouha, Jim Brown, Reggie Bunnell, Scott Campbell, Amanda Carlson, Rudy Chase, Joel Cope, William Davies, William Davis, Jeanne Desrochers, Laura Dolgin, Larry Donna, Louisa Dotoli, Scott Dunn, Marty Feltus, Mike Gonyaw, Tomasz Jankowski, Jane Kitchel, Ken Linsley, Paul Monette, Mike Marcotte, Woody Page, Tom Robinson, Brian Smith, Grant Spates, Larry Thompson, Mark Whitworth

Guests: Vince Dotoli

NVDA Staff: Judy Butson, Lorna Higgs, Tina Gonyaw, Alison Low, David Snedeker

The meeting was called to order by President Spates at 6:03.

Update Agenda

None

Minutes

A motion by Joel Cope, seconded by Reggie Bunnell, to accept the minutes of the March 21, 2019 meeting as mailed, carried unanimously.

May 2019 Financials

A motion by William Davies, seconded by Mark Whitworth, to accept the May 2019 financial statements subject to audit, carried unanimously.

Exclusion of Officers for Workers Compensation

A motion by Mike Marcotte, seconded by Paul Monette, to exclude NVDA's President, Secretary/Treasurer, Vice President Caledonia County, and Vice President Orleans County from Worker's Compensation Coverage, carried unanimously.

FY2020 Budgets

Judy Butson addressed the board with regard to the proposed FY2020 Operating Budget and the FY2020 Capital Budget. The budget was less than what the Executive Committee had recommended for approval as NVDA was transferring fiscal agent responsibilities to NEKLS. Questions were answered.

A motion by Paul Monette, seconded by William Davies, to approve the FY2020 Operating Budget & FY2020 Capital Budget as presented, carried unanimously.

Approval of Morgan, Greensboro, Irasburg & Sutton Town Plan

Alison Low presented to the Board the recommendation of the Town Plan Approval committee for the Morgan, Greensboro, Irasburg & Sutton Town Plans. A motion by Reggie Bunnell, seconded by Paul Brouha to regionally approve the Morgan, Greensboro, Irasburg, and Sutton Town Plans carried unanimously.

Public Hearing

Motion by Joel Cope, seconded by Mark Whitworth, to open a Public Hearing to confirm the municipal planning efforts of Morgan, Greensboro, Irasburg, and Sutton. Alison Low explained that confirmation now only needs to occur twice within an eight-year period, whereas NVDA used to confirm eligible municipalities annually.

A motion by Paul Brouha, seconded by Amanda Carlson, to confirm the planning efforts of Morgan, Greensboro, Irasburg, and Sutton carried unanimously.

Motion to close the public hearing by Larry Thompson, approved unanimously.

Lynwood Crown Farm Project

David Snedeker presented to the board an update on the Lynwood Crown Farm Retirement Project and requested that NVDA continue participation in the project, including NVDA interim ownership. Project information, including proposed timeline was included in the board packets.

A motion by William Davies to continue participation in the project including NVDA interim ownership, seconded by Paul Monette, carried unanimously.

Election of At-Large Board Members

A motion by Mike Marcotte seconded by Mark Whitworth, to elect Tomasz Jankowski, Health Care Services; Thomas Robinson, Banking; Amanda Carlson, Local Government Administration; and, John Morley, Municipal Management as NVDA's At-Large Board Members representing citizen interest groups. Motion carried unanimously.

Other Business

David Snedeker informed the board of long-time board member Conrad Doyon's passing. Conrad's family requested others to follow in his footsteps and commit to public service.

Outcome of County Caucusing for Appointment to the Executive Committee

Caledonia County appointed Marty Feltus to a 3-year term
Essex County appointed Peter Rodin to a 1-year term; and, Reggie Bunnell to a 3-year term
Orleans County appointed Laura Dolgin to a 3-year term

Nominating Committee Appointment

President Grant Spates appointed Jim Brown and Paul Brouha from Caledonia County, Peter Rodin and Joel Cope from Essex County, Scott Dunn and William Davies from Orleans County and Amanda Carlson At-Large to serve on the Nominating Committee.

The Nominating Committee met directly following the caucusing to nominate a slate of officers for the upcoming election.

Executive Director Updates

David Snedeker updated the board on the status of EPA Brownfield assessment projects occurring in the region. Please see the attachment for further details on each project.

Other Business

There being no further business, a motion by Paul Brouha to adjourn the meeting, carried unanimously.

President Spates adjourned the meeting at 7:15pm

Report of Nominating Committee

The slate of officers, which will appear on the ballot for FY2020 are Marty Feltus, President; Paul Brouha Vice President Caledonia County; Joel Cope, Vice President Essex County; Amanda Carlson, Vice President Orleans County; and Tom Robinson, Secretary/Treasurer.

NVDA'S Approved FY2020 AGENCY WIDE BUDGET					APPROVED FY2019 BUDGET			FY2019 ACTUALS THROUGH 5/31/2019 (UNAUDITED)			
	RPC	RDC	AGENCY TOTALS	% CHANGE FROM FY2019 APPROVED BUDGET	BASIS	RPC	RDC	AGENCY TOTALS	RPC	RDC	AGENCY TOTALS
REVENUES						REVENUES			REVENUES		
FEDERAL REVENUE	\$648,559	\$23,000	\$671,559	-19%	Based on current grants and anticipated new grants.	\$799,777	\$29,000	\$828,777	\$445,391	\$35,862	\$481,253
STATE REVENUE	\$368,927	\$171,364	\$540,291	-3%	Based on current contracts - level funding for FY2020 and anticipated new business economic development grants.	\$372,493	\$186,364	\$558,857	\$345,344	\$145,796	\$491,140
MUNICIPAL CONTRACTS	\$6,271	\$0	\$6,271	-69%	Based on current contracts and anticipated new contracts.	\$20,250	\$0	\$20,250	\$0	\$0	\$0
PRIVATE FUNDED CONTRACTS	\$85,573	\$0	\$85,573	120%	Based on current contracts and anticipated new contracts.	\$38,836	\$0	\$38,836	\$57,261	\$0	\$57,261
FOUNDATION GRANT	\$0	\$0	\$0	0%	None anticipated.	\$0	\$0	\$0	\$22,100	\$0	\$22,100
TOWN APPROPRIATIONS	\$24,000	\$24,000	\$48,000	0%	Based on FY2019 actual amount received from towns.	\$24,000	\$24,000	\$48,000	\$24,696	\$24,696	\$49,392
RENTAL INCOME	\$14,800	\$206,903	\$221,703	4%	Based on current leases at the Carter Building and the Gallery Building.	\$14,800	\$199,178	\$213,978	\$13,564	\$189,821	\$203,386
INTEREST EARNED	\$4,000	\$1,505	\$5,505	10%	Based on FY2019 current amounts.	\$4,000	\$1,009	\$5,009	\$4,211	\$2,179	\$6,390
LOAN PROGRAM REVENUE	\$0	\$24,043	\$24,043	4%	Based on current loans.	\$0	\$23,168	\$23,168	\$350	\$21,697	\$22,047
SALES	\$0	\$0	\$0	0%	None anticipated.	\$0	\$0	\$0	\$0	\$0	\$0
OTHER REVENUE	\$43,809	\$61,740	\$105,549	54%	Based on FY2019 year to date figures and adding local match needed to balance budget.	\$34,355	\$34,060	\$68,415	\$26,715	\$25,585	\$52,300
TOTAL REVENUES	\$1,195,939	\$512,555	\$1,708,494	-5%		\$1,308,511	\$496,779	\$1,805,290	\$939,633	\$445,637	\$1,385,269
EXPENSES						EXPENSES			EXPENSES		
SALARIES	\$324,855	\$75,744	\$400,599	-5%	3% increase in salaries, adding a seasonal employee for transportation (Total Salaries [direct and indirect] = \$550,245.)	\$352,373	\$71,365	\$423,738	\$311,506	\$62,885	\$374,391
FRINGE BENEFITS	\$150,711	\$35,140	\$185,851	-1%	Based on salaries, anticipated rates plus 10% increase for 6 months on the health insurance (Total Benefits [direct and indirect] = \$246,356.)	\$156,872	\$31,769	\$188,641	\$138,887	\$28,025	\$166,913
ADVERTISING/PROMOTION	\$2,250	\$1,300	\$3,550	-11%	Based on contracts and estimates from employees.	\$2,670	\$1,300	\$3,970	\$1,281	\$1,525	\$2,806
CONSULTANTS/CONTRACTUAL	\$338,726	\$2,350	\$341,076	-40%	Based on contracts and estimates from employees.	\$484,186	\$80,500	\$564,686	\$294,189	\$35,265	\$329,454
GRANT PASS THROUGH	\$0	\$60,000	\$60,000	100%	Based on anticipated grants.	\$0	\$0	\$0	\$600	\$15,000	\$15,600
INSURANCE	\$0	\$4,030	\$4,030	8%	Based on FY2019 policy rates.	\$0	\$3,717	\$3,717	\$0	\$3,717	\$3,717
INTEREST EXPENSE	\$0	\$29,195	\$29,195	-5%	Based on current loan notes.	\$0	\$30,770	\$30,770	\$0	\$29,782	\$29,782
LEGAL	\$800	\$3,000	\$3,800	-21%	Based on FY2019 year to date figures.	\$800	\$4,000	\$4,800	\$1,088	\$1,360	\$2,448
MAINTENANCE	\$0	\$45,200	\$45,200	-1%	Based on FY2019 year to date figures.	\$0	\$45,600	\$45,600	\$0	\$38,483	\$38,483
OFFICE	\$17,250	\$4,045	\$21,295	12%	Based on estimates for next year.	\$14,780	\$4,288	\$19,068	\$27,652	\$24,899	\$52,551
REAL ESTATE TAXES	\$0	\$44,500	\$44,500	0%	Based on FY2019 year to date figures.	\$0	\$44,500	\$44,500	\$0	\$41,837	\$41,837
RENT	\$0	\$540	\$540	-75%	Based on FY2019 year to date figures.	\$0	\$2,160	\$2,160	\$337	\$1,980	\$2,317
TRAINING/SEMINARS	\$3,000	\$0	\$3,000	-45%	Based on estimates for next year.	\$3,500	\$2,000	\$5,500	\$659	\$0	\$659
TRAVEL EXPENSE	\$18,784	\$1,453	\$20,237	29%	Based on estimates from employees and a rate of \$0.58 per mile.	\$14,496	\$1,147	\$15,643	\$14,106	\$1,292	\$15,398
UTILITIES	\$0	\$63,000	\$63,000	11%	Based on FY2019 year to date figures.	\$0	\$57,000	\$57,000	\$0	\$54,990	\$54,990
MISC. EXPENSE	\$300	\$0	\$300	0%	Based on estimates.	\$301	\$0	\$301	\$45	\$23	\$68
INDIRECT COSTS	\$321,258	\$74,906	\$396,164	27%	Based on FY2020 approved fixed rate per Indirect Cost Proposal submitted to VAOT.	\$259,833	\$52,623	\$312,456	\$229,699	\$46,370	\$276,069
TOTAL EXPENSES	\$1,177,934	\$444,403	\$1,622,337	-6%		\$1,289,811	\$432,739	\$1,722,550	\$1,020,047	\$387,434	\$1,407,481
BUDGET BALANCE (CASH FLOW)	\$18,005	\$68,153	\$86,157	4%		\$18,700	\$64,040	\$82,740	(\$80,414)	\$58,203	(\$22,211)
BAD DEBT EXPENSE	\$0	\$10,550	\$10,550	24%	Based on loan payments anticipated in FY2020.	\$0	\$8,500	\$8,500	\$0	\$9,351	\$9,351
DEPRECIATION EXPENSE	\$18,005	\$57,602	\$75,607	2%	Based on current depreciation worksheets for FY2020.	\$18,700	\$55,540	\$74,240	\$17,139	\$53,779	\$70,918
TOTAL ALL EXPENSES	\$1,195,939	\$512,555	\$1,708,494	-5%		\$1,308,511	\$496,779	\$1,805,290	\$1,037,186	\$450,564	\$1,487,750
BUDGET BALANCE (Including Bad Debt Expense and Depreciation Expense)	(0)	0	0	0%		\$0	\$0	\$0	(\$97,553)	(\$4,927)	(\$102,480)

NVDA's Approved FY2020
Capital Budget

<u>Description</u>	<u>Cost</u>
VEDA Sub 3 Loan for construction of a 10,000 square foot building to be leased to Andrew Frumovitz for a warehousing facility at the St. Johnsbury-Lyndon Industrial Park	\$ 400,000
 Total FY2020 Capital Budget	 \$ 400,000

Project Timeline – Crown Farm Retirement Vermont Fish and Wildlife Department

June 2019

- Phase II completed – 1st week in June
- Secure commitment and timeline for a Corrective Action Plan (CAP)
- Receive revised appraisal to value parcel on route 105 separately

July 2019

- New Purchase and Sales Agreement (P&S) drafted and executed prior to the expiration of the Crown P&S which expires 7/31 with terms
 - DFW to purchase and pay for 1 or 2 smaller lots
 - Crown to convey remaining property to NVDA for no \$ but subject to a zero interest, deferred, non-amortized mortgage for appraised value of remaining property after clean-up. DFW will be party to this P&S and it will speak to covering NVDA's costs.

August 2019 into Fall 2019

- Subdivision approvals for house lots to Crown and parcels to DFW initiated and paid for by DFW
- Town Approval Received
- Governors Approval Received
- CAP Completed
- manure pit decommissioned
- barns removed

Late Fall 2019

- Small lot(s) sold to DFW
 - Unsecured creditors paid
 - Yankee Farm Credit paid down if possible
- Main Farm Parcel conveyed from Crown to NVDA
- *Town of Charleston to apply for CDBG funding (public health & safety) for remediation of dump on property – applications due 9/10/19 for 11/7/19 consideration; or, 2/11/20 for 4/2/20 consideration. Funds would be sub-granted to NVDA.*

December 2019

- EPA Grant Applied for to go towards implementing
- Due diligence for other funding sources explored in partnership with DEC and others

Summer 2020

- CAP executed
- Main Farm Parcel Clean-up ongoing

Fall 2020 or Fall 2021 (unclear if site can be cleaned up in one summer but hope so)

- Site Management Activity Completed (SMAC) determination from DEC
- Survey Completed on Main Farm
- Main Farm Parcel from NVDA to DFW
- Conservation Easement conveyed to VHCB and TNC on all properties
- Mortgage from NVDA discharged - \$ from VHCB grant used to pay mortgage to Crown

VERMONT HOUSING & CONSERVATION BOARD
Legislative Testimony – Crown Farm Retirement Project
House General, February 19, 2019
Jane Lazorchak, Vermont Fish and Wildlife Department



Figure 1. Looking east down the Clyde River from Route. 105 in Charleston towards Island Pond

In 1911, the Vermont Fish and Wildlife Department (VFWD) began what has become a long, rich history of land acquisition when it acquired what is now known as Sandbar Wildlife Management Area. Today, VFWD owns over 140,000 acres of land consisting of 98 WMAs, 5 fish culture facilities, 2 flag-ship conservation camps, 120 access areas, and hundreds of riparian properties throughout Vermont. In addition, VFWD holds interest in several thousand acres of other important wildlife habitat and natural communities through more than sixty conservation easements. Many of those easements also provide the public with access for wildlife-based recreation.

The mission of the VFWD is the conservation of fish, wildlife, plants and their habitats for the people of Vermont. Land conservation and management is an essential part of VFWD's ability to achieve its mission and fully represent the public's interests in fish and wildlife conservation. Lands owned and managed by VFWD provide important habitat for a wide array of native plants and animals, as well as permanent, guaranteed public access for fish and wildlife-based activities. Public opinion surveys continue to highlight the importance of public land, and land specifically owned by the VFWD to their outdoor recreation interests. While the land conserved by VFWD and others provides outstanding habitat for fish, wildlife, plants and people, there is still much conservation work to be done. Therefore, we need to be strategic and thoughtful with what land we acquire, and mindful of the challenges presented by limited resources to accomplish this important work.

To focus our land acquisition work, the VFWD established 12 focus areas for land acquisition work statewide in 2017. By establishing focus areas, the VFWD has targeted our spending and staff time for the next ten years.

VFWD considered the following factors to establish these areas:

1. Existing partner conservation efforts (i.e., don't focus resources where other organizations are working to conserve land);
2. Significant ecological areas (e.g., natural communities, habitats, rare species, overlap with Vermont Conservation Design) unique within the broader context of Vermont biophysical regions;
3. Significant social benefits (e.g., improved public access to wildlife-based activities, or public access in areas where such access is limited);
4. Building upon existing significant public investments of conserved land (i.e., areas where the Department already owns significant acreage and it makes sense to continue to expand the conservation ownership for ecological, social, or management reasons);
5. To a certain extent, #4 relates to acquisition of important inholdings within existing WMAs which remains an important consideration (i.e., prioritize acquisition of most critical inholdings for management and access purposes); and
6. Available funding may provide conservation opportunities in certain regions of Vermont that fit the Department's interests.

VFWD is the largest wetland owner in the state and many of our marquee Wildlife Management Areas are associated with Vermont's most iconic wetlands such as Dead Creek and Otter Creek Swamps. These areas provide a myriad of public benefits from flood storage to wildlife-based recreation opportunities to conservation of significant and sensitive natural communities. The 12 focus areas build on our investments in these regions and identify new ones to focus on. The most notable focus area centered around wetlands is along the Clyde River from Pensioner Pond in Charleston to Island Pond in Brighton.

At the local level, the Town Plan for Charleston highlights the area's natural resources as the key element for attracting business and maintaining quality of life in the town. It identifies the Clyde River Wetlands as one of two primary natural resource assets in the town, highlighting the ecological, aesthetic, and recreational values of the Clyde River wetlands in detail. At the state level, the Vermont Department of Environmental Conservation has noted the outstanding values of the area and the 4.4-mile long "Buck Flats" section (from 5-Mile Square Road bridge to 10-Mile Square Road bridge) is currently under consideration for designation as a Class One wetland. The significance of the Clyde River stems from the wetlands associated with it which contain exceptional ecological values; particularly in terms of the overall extent, natural community and species diversity, and the prevalence of rare species and community types. The corridor includes hardwood and conifer forested swamps, shrub swamps, sedge covered fens, sedge meadows, deep broadleaf marshes, and emergent marshes. Beaver, muskrat, mink, river otter, raccoon, and several species of snakes, turtles, and amphibians may be found here, as well as numerous invertebrate species.

In addition to the natural resource values of the area, the Clyde River is beloved for recreation and is a main driver for rural economic development in the area, bringing thousands of tourists to the area every year for fishing, kayaking and camping. Conservation along the Clyde River is not only an investment in the natural resources but a direct investment in the region's economy. Clyde River Outfitters on route 105 is a testament to the recreation pressures in the region.

Due to the reasons highlighted above and the relatively little public conserved land in the area, the VFWD has begun to engage in land conservation projects in the area in hopes of starting a Wildlife Management Area over time along the river. In 2017, the VFWD closed on our first acquisition along the Clyde River, in addition to the two Access Areas we already own. This small but very strategic acquisition of 11.7 acres from the Northwoods Stewardship Center got us a foothold in an area. At the same time, we began to engage with numerous other

landowners around conservation. One of these projects was the conservation and restoration of Lynwood Crown's farm on Twin Bridges Road.

The VFWD planned to work with Ducks Unlimited (DU) to conserve the Crown Farm. The road that bisects this farm floods every year and the farm is clearly located in a floodplain and on converted associated wetlands. DU, who manages the wetland in-lieu program for the state of Vermont, landed on this property to conserve and restore the wetlands to generate credits for the wetland in-lieu program. Because this parcel is within the region of interest for ownership, we agreed to assume ownership of the site once restored. Unfortunately, due to challenges with the site which we will describe in greater detail below, DU pulled out of the project and the VFWD was left to determine if we still wanted to move forward on our own.

The reincarnation of this project is now an even more exciting partnership between the VFWD, The Nature Conservancy (TNC), the Department of Agriculture and Farm Markets (AAFM) and the Vermont Housing and Conservation Board (VHCB) to realize a farm retirement and the ultimate restoration of a site which sits within a regionally important wetland system. This is the first approved project by VHCB with new funding specifically for farm buyouts. VHCB has committed \$240,000 towards the acquisition and stewardship of this project. This is a great opportunity for both the state to enhance water quality and the ecological integrity of the Clyde River while also giving the farmer the best deal possible to walk away from a farm that has likely always struggled to be profitable and come into compliance. Once the site is acquired, the VFWD will partner with the Department of Environmental Conservation to fully restore the wetlands on the site.

Due to the financial struggles on the farm, the farmer has compromised the site with significant dumping across the farm, with the most significant dump in the southeast corner of the property. As part of this project, the Department will partner with the state Brownfields Program for all the environmental assessment work and anticipates trying to secure grant funding to assist with the clean-up of the dumpsite. If needed, the remaining costs of cleaning up the site will be split between the landowner and the VFWD. Additionally, the AAFM, which has been regulating the farm for groundwater contamination, wants the barns to be included in the project and will fund their decommissioning. Lastly, TNC has agreed to co-hold the conservation easement required by the VHCB grant bringing in additional resources towards the long-term stewardship of this property.

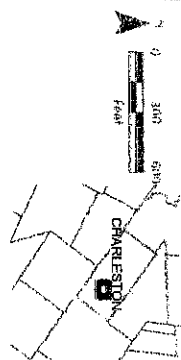
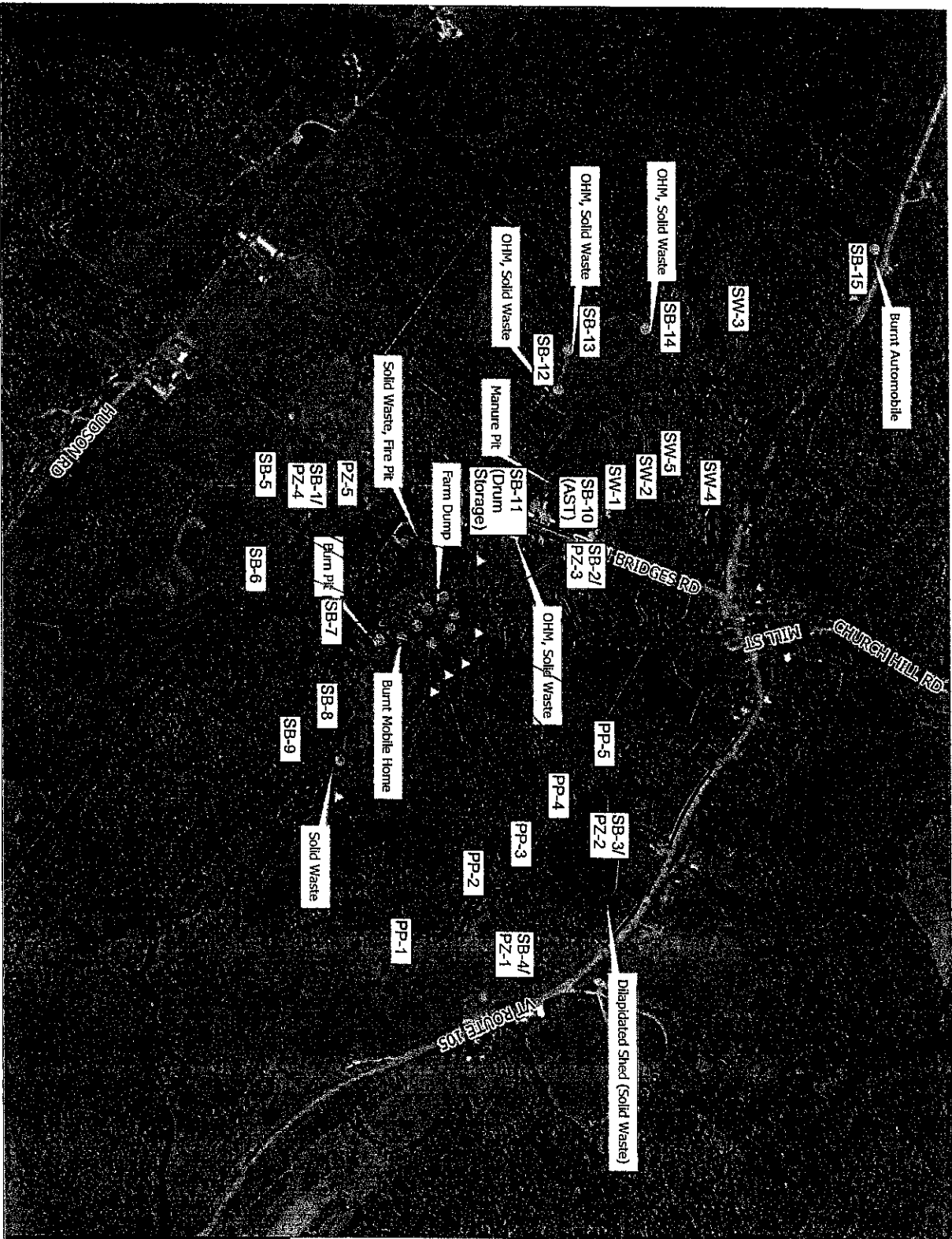
VHCB funding is critical to realize the conservation and restoration of this property. In addition to the funding for the acquisition of the farm, VHCB staff have provided key leadership to support the VFWD in determining who the right partners are to have around the table for this project which is the first of its kind in the state. In a changing agricultural landscape, strategic farm retirements will be key to the success of meeting our water quality goals but should be considered as a last resort when all other options to support the farmer have been exhausted. In the end, the Crown Farm retirement will provide insights into how to successfully navigate these projects to have the best outcome for the environment and the farmer.



0 0.15 miles

Lynwood Crown Farm Buyout
Charleston, Vermont
Proposed Exclusions
3 Separate Lots, Totaling ~6 acres
Acreage to be conserved 183.3

Source: Esri, DigitalGlobe, GeoEye, Earthstar (Original Images), GlobalMapper, DeLorme, AeroStar, Imagery



LEGEND

- Target/Project Boundary
- Proposed Sample Location
- ▲ Drive Point Piezometer
- Discrete Soil Boring
- Surface Water

Source: MapQuest, Esri, DeLorme, Garmin, Satellite Locations, Stone Environmental

DATA: DATE: 11/16/2019; BY: J. BROWN; FOR: LYNNWOOD CROWN FARMS; PROJECT: ENVIRONMENTAL ASSESSMENT; REPORT: SITE PLAN; FIGURES: 1-16; SHEET: 11/16/2019 12:00 PM BY: JWB

Figure 3 Site Plan

NVDA Brownfields Coalition – EPA Environmental Assessments

- **Status of Assessment & Cleanup Planning Activities Sites Prioritized for Funding:**
 - 15 sites have been nominated for grant funds.
 - 13 sites in the Northeast Kingdom were prioritized for grant funds (7 in St. Johnsbury, 3 in Hardwick, 1 in Newport, 1 in Lyndon, and 1 in Sutton).
 - 2 sites outside of the Northeast Kingdom requested, but were not prioritized for grant funds (due to local demand).
 - **Site #1 – Depot Square Apartments, St. Johnsbury:** Housing Vermont is redeveloping as affordable rental apartments.
 - Regulated Building Materials (RBM) Survey complete.
 - Phase II ESA (UST Removal/Vapor Intrusion Survey) pending.
 - VI Survey Work Plan approved this morning.
 - **Site #2 – Lyndon Town Garage, Lyndon:** Proposed reuse includes public greenspace and recreational amenity (picnic area, boat launch, trail access).
 - Phase II ESA and RBM Survey fieldwork complete. Report is in progress.
 - Clay Point completed RBM Survey last week.
 - Draft report will be submitted after Stantec receives RBM Survey results from Clay Point.
 - **Site #3 – Yellow Barn, Hardwick:** Plans for mixed-use agricultural processing/ warehouse and retail facility (that would create 30+ new jobs).
 - Draft Phase II ESA Report complete, DEC Comments submitted, Drafting response to comments by 6/28/19.
 - **Site #4 – Fairbanks Morse Foundry, St. Johnsbury:** Support regulatory status archiving / property transaction that will allow site operations to continue and provide opportunity to create more jobs.
 - Phase I ESA cancelled/on hold due to regulatory/site eligibility status.
 - **Site #5 – Mill St Bank Building, Hardwick:** Redevelopment vision includes apartments and/or hotel on upper floors with restaurants and retail on lower floor.
 - Phase I ESA Report complete.
 - RBM/Mold Survey and Phase II ESA pending.
 - DEC will reach out to prospective purchaser re: setting up meeting to discuss Phase I results and BRELLA enrollment.
 - **Site #6 – Mill St Service Station, Hardwick:** Redevelopment vision includes community hub with commercial/retail offerings related to tourism and outdoor recreation.
 - Phase I ESA Report complete.
 - RBM Survey and Phase II ESA pending.
 - **Site #7 – CN Brown Parcel, St. Johnsbury:** Redevelopment will facilitate extension of the Town's Three Rivers Path and provide outdoor recreation amenity.
 - Phase I ESA Report complete.
 - Phase II ESA pending.
 - **Site #8 – St. J Hardware, St. Johnsbury:** Redeveloping as a rum distillery.
 - Corrective Action Plan (CAP) approved, remediation in progress.

NVDA Brownfields Coalition – EPA Environmental Assessments

- **Site #9 – Main Street Fire Site, St. Johnsbury:** Redevelopment visions include mixed-use housing and commercial/retail space.
 - Phase I ESA in progress.
 - Phase II ESA anticipated.

- **Site #10 – Former Glove Factory, St. Johnsbury:** The St. Johnsbury Development Fund acquired the property in 2017 and a \$193K grant was awarded by the Northern Border Regional Commission in 2018 to rehabilitate the vacant commercial/industrial building in support of creating local jobs.
 - Well decommissioning completed using grant funds.
 - Certificate of Completion issued by VTDEC this month.

- **Site #11 – Calderwood Building, St. Johnsbury:** Site reuse plans to be determined (potential for housing, office and/or retail space).
 - Eligibility determination pending VTDEC and EPA approval.
 - Funds requested for BRELLA enrollment and site reuse fact sheet.
 - DEC/EPA determination of project ineligibility for NVDA petroleum funding.

- **Site #12 – Gardner Memorial Park, Newport:** Proposed park upgrades include replacing existing playground equipment and adding a new playground structure, adding a splash zone, improving accessibility and energy efficiency, and adding a pedestrian crosswalk. Assessment activities are required in order to apply for VCDP grant funds.
 - Phase I ESA in progress.
 - Potential for Phase II ESA.
 - Application was submitted and has been reviewed by the board. Approval is pending results of Phase I ESA. Expecting to hear back in early July. Notice to proceed from funding organization will not be issued until Phase I ESA is complete.

- **Site #13 – Former Portland Pipeline Pumping Station, Sutton:** Redevelopment visions include a Planned Unit Development with affordable housing.
 - Eligibility determination pending EPA approval. Funds requested for Phase I ESA.
 - EPA approved ED Friday afternoon. Site visit will be scheduled in early July.

- **Brownfield Inventory & Area-Wide Planning Activities:**
 - Two Newport focus areas identified:
 - Focus areas include East Main Street Corridor and Coventry Street Corridor.
 - Include Richard Amore from Commerce and someone from VTDEC (Trish will assign lead) in AWP activities.
 - Preparation of work plan presently on hold until more local outreach is conducted.