



NVDA
*Northeastern Vermont
Development Association*

EXECUTIVE COMMITTEE MEETING

Zoom Meeting

**October 27, 2022
6:00 PM**

MINUTES

Those attending:

Committee:

Paul Brouha
Cynthia Stuart
Fred Saar
Laura Dolgin
Martha Feltus
Joel Cope
Gina Vigneault

Staff:

Judy Butson
Tina Gonyaw
David Snedeker

Guests:

The Meeting (via Zoom Meeting) was called to order by President Laura Dolgin at 6:01 PM

Update Agenda

None

Minutes

A motion to accept the minutes of the May 26, 2022 meeting as presented was made by Fred Saar and seconded by Paul Brouha. The motion was approved on a voice vote.

Financials

The June, July and August 2022 Unaudited Financial Statements were discussed and a motion to approve them subject to audit was made Fred Saar and seconded by Joel Cope. The motion was approved on a voice vote. Judy answered a few questions.

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Regional Plan Update

Dave updated the board on the need for the Regional Plan update in 2023. NVDA will readopt the plan in its current form. The NVDA staff along with a consultant will work through the process of updating and adopting the updated Regional Plan by end of year 2023.

Gallery Building Sale

Dave presented that the Phase 2 Environmental Site Assessment was completed with results indicating that there were sub-slab soil contaminants that preclude the basement level would not be suitable for residential use unless remediated. NVDA and the buyer will accept a deed restriction that will limit what the basement can be used for. The sale is still in process and moving forward with an updated closing date of mid-December.

Budget Updates

Dave discussed the budget that was approved by the NVDA Board. Funds that were allocated to the reserve account will be reallocated to salaries. This will not change the total budget that was approved.

Paul Monette resignation & Executive Committee vacancy

Laura spoke on receiving Paul Monette's resignation earlier this month. She along with the NVDA Board extended appreciation for his years of service and dedication to NVDA. The Board and the Orleans County caucus will reappoint a member at the December meeting.

Director's Update

Attached below.

Other Business

None

With no other business before the committee, a motion was made by Paul Brouha and seconded by Cynthia Stuart to adjourn the meeting, carried unanimously. The meeting was adjourned at 6:17PM



October 27, 2022

To: NVDA Board of Directors

From: David Snedeker, Executive Director

Re: NVDA Executive Committee meeting of October 27, 2022

Thank you for participating in tonight's virtual meeting. At some point, we look forward to returning to in-person Executive Committee meetings. NVDA staff have returned to NVDA offices on a limited basis, but staff still can work remotely at their discretion. Tenants at our downtown office building and our industrial park building have essentially returned to normal operations.

NVDA Brownfields Coalition Partnership – EPA Assessment Activities update

After completing our 2018 EPA Coalition Assessment Grant in year 2 of a 3-year grant, we have moved similarly through our 2020 EPA Coalition award with the Towns of Newport, Lyndon, and St. Johnsbury. Through the 2 grants, we have facilitated /assisted with the redevelopments of 25 properties thus far. Having spent down more than 70% of our 2020 grant, we are able to apply to EPA for additional \$1M in assessment funds in November. This year, we are also applying for \$1M in EPA Revolving Loan Funds that can be used for cleanup activities. Following an RFP process, we are once again working with Stantec for application assistance. Irene Nagle continues to lead our successful brownfields program.

Industrial Park Lot Sale/Inquiry

- NVDA closed on the sale of the 7-acre lot in the St. Johnsbury – Lyndon Park to a buyer planning develop a 10,000sf bottling facility.
- NVDA has listed for sale the Orleans Park with a local realtor, but we are considering a lease option from an established solar developer.
- NVDA continues working with one of our tenants toward the purchase of our St. Johnsbury office building. The Phase 2 environmental assessment report is expected soon. Closing is still planned for mid- to late-November.

Other major projects:

NVDA's Doug Morton has nearly completed summer/fall field work with NEK towns around road erosion and water quality. NVDA is currently looking for a Transportation Planner to assist Doug in the coming year. We have interviewed one candidate and are still accepting applications.

NVDA's Alison Low continues to lead the Hardwick Yellow Barn Business Accelerator development project. The project has been scaled down slightly with the approval of all funding agencies. The participating businesses have not changed although their space needs have been altered. The overall

benefits for the project will be essentially the same. Bid documents for the revised project went out earlier this week.

NVDA, in partnership with the Northeast Kingdom Development Corporation (NEKDC), was able to assist with the acquisition (9/27/22) of the former Bogner building in Newport. Two significant grant awards for the project were announced and we will work with VEDA and NCIC on financing. NEKDC has selected a Construction Management firm to assist with the development of a detailed project budget that is needed for financing, and we meet weekly to discuss project updates. The Newport City Council did agree to grant NEKDC a five-year tax stabilization in accordance with the City's adopted policy. Once renovations are complete, we will lease the building to Track, Inc., an expanding business currently located in Newport Center.

NVDA's Annie McLean lead in the development of a comprehensive funding resource tool for the 6-county Northern Vermont Economic Development District website. NVEDD is our regional CEDS district, and this resource will allow our communities to search for grants, specialty loans, and tax credits. The link to the funding tool: <https://nvedd.org/funding-tool/> Annie is also wrapping up the USDA-funded Small Business Technical Assistance program. This program has assisted 16 small businesses to secure professional technical assistance to strengthen their operations.

NVDA and the Regional Planning Commissions continue working with the VT League of Cities and Towns to assist municipalities with accessing American Recovery Plan Act (ARPA) funds. If your community has any questions around the use of ARPA funds, our contact is Annie McLean – amclean@nvda.net

Allie Webster continues to assist NVDA communities with Energy Planning and Implementation initiatives. She and Alison Low have created a new energy-focused newsletter that goes out to all of our municipalities and local energy committees. Earlier in October, Allie organized a well-attended Weatherization for All event at the Old Stone House Museum in Brownington.

NVDA closed on a loan to the Craftsbury Community Care Center in mid-October. The care center is making important improvements to their facilities HVAC system.

NVDA staff members are working directly with communities along the Lamoille Valley Rail Trail to plan and implement developments related to the trail's expected final completion in early 2023. NVDA will also be staffing the regional trail council that will be created to provide support to LVRT communities and volunteer groups going forward. In early October, NVDA arranged an event at the Highland Arts Center in Greensboro for the NVEDD CEDS Board. This included a short walk along the LVRT.

NVDA is in the process of closing a 3-year Northern Border Regional Commission grant. Funds were sub-granted to eight communities/organizations in the region for local recreation trail development projects. Funds were also contributed to the regional marketing effort being coordinated by the Northern Forest Center. <https://northeastkingdom.com/>

NVDA's Water Quality Planner, Beth Torpey, is still looking for persons interested in participating in the region's Basin Water Quality Council meetings. The Memphremagog Basin is the current priority basin in our region. Beth is also in contact with the Agency of Natural Resources and following the expected release of new Flood Insurance Rate Maps (FIRMs) by FEMA. These map updates will impact local flood hazard regulations in our region and VT.

The above list is by no means comprehensive as staff are also working in the areas of emergency management, water quality planning, mapping, and many other projects related to community and economic development in the Northeast Kingdom. Please contact me at dsnedeker@nvda.net if you have any questions. The support of the NVDA Board and all our legislators is greatly appreciated!

Thank you,

Dave Snedeker

Executive Director