Narrative Information Sheet

1. **Applicant Identification**
   a. Lamoille County Planning Commission
      52 Portland Street, P.O. Box 1637
      Morrisville, VT 05661-1637

2. **Funding Requested**
   a. **Assessment Grant Type:** Community-wide
   b. **Federal Funds Requested**
      i. $370,200
      ii. No waiver/NA

3. **Location**
   a. The project location is Lamoille County, Vermont. Lamoille County includes fifteen municipalities. Priority brownfield sites are in the villages of Hyde Park, Johnson, Jeffersonville, and Morrisville.

4. **Target Area and Priority Site/Property Information**

   The target areas discussed in the Narrative include:

<table>
<thead>
<tr>
<th>Lamoille County</th>
<th>Hyde Park Village</th>
<th>Johnson Village</th>
<th>Jeffersonville</th>
<th>Morrisville</th>
</tr>
</thead>
<tbody>
<tr>
<td>50015</td>
<td>34975</td>
<td>37000</td>
<td>36475</td>
<td>46825</td>
</tr>
</tbody>
</table>

5. **Contacts**

   a. **Project Director**
      Melanie Riddle, Assistant Planner
      802-851-6342
      melanie@lcpcvt.org
      P.O. Box 1637, Morrisville, VT 05661-1637

   b. **Chief Executive/Highest Ranking Elected Official**
      R. Tasha Wallis, Executive Director
      802-888-4548
      tasha@lcpcvt.org
      P.O. Box 1637, Morrisville, VT 05661-1637
6. Population

<table>
<thead>
<tr>
<th>Lamoille County</th>
<th>Hyde Park Village</th>
<th>Johnson Village</th>
<th>Jeffersonville</th>
<th>Morrisville</th>
</tr>
</thead>
<tbody>
<tr>
<td>25,945</td>
<td>410</td>
<td>1,332</td>
<td>750</td>
<td>2,086</td>
</tr>
</tbody>
</table>

7. Other Factors

<table>
<thead>
<tr>
<th>LCPC Brownfields Assessment Program Other Factors</th>
<th>Page #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community population is 10,000 or less.</td>
<td>1</td>
</tr>
<tr>
<td>The applicant is, or will assist, a federally recognized Indian tribe or United States territory.</td>
<td>NA</td>
</tr>
<tr>
<td>The priority site(s) is impacted by mine-scarred land.</td>
<td>1</td>
</tr>
<tr>
<td>The priority site(s) is adjacent to a body of water (i.e., the border of the priority site(s) is contiguous or partially contiguous to the body of water, or would be contiguous or partially contiguous with a body of water but for a street, road, or other public thoroughfare separating them).</td>
<td>1</td>
</tr>
<tr>
<td>The priority site(s) is in a federally designated flood plain.</td>
<td>1</td>
</tr>
<tr>
<td>The reuse of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy.</td>
<td>3</td>
</tr>
<tr>
<td>The reuse of the priority site(s) will incorporate energy efficiency measures.</td>
<td>3</td>
</tr>
<tr>
<td>30% or more of the overall project budget will be spent on eligible reuse/area-wide planning activities, as described in Section I.A., for priority site(s) within the target area.</td>
<td>NA</td>
</tr>
<tr>
<td>The target area(s) is located within a community in which a coal-fired power plant has recently closed (2011 or later) or is closing.</td>
<td>NA</td>
</tr>
</tbody>
</table>

8. Letter from the State or Tribal Environmental Authority
   a. See Attachment A.

9. Releasing Copies of the Applications
   a. Not applicable
Lamoille County Planning Commission  
Attn: Melanie Riddle  
P.O. Box 1637  
Morrisville, VT 05661

Dear Ms. Riddle:

Please accept this letter as an acknowledgement that the Vermont Department of Environmental Conservation (VT DEC) has received notice that the Lamoille County Planning Commission (LCPC) intends to apply for a FY22 EPA Brownfields Community-Wide Assessment Grant, and if awarded, to use the grant funds to conduct community-based assessment activities associated with the characterization of brownfield properties within the LCPC region of Vermont.

The State of Vermont is very appreciative of LCPCs past and continued programmatic successes and of your intent to apply for additional grant funding, as your local involvement in the Vermont Brownfields Program continues to be an asset in the assessment and redevelopment of properties in your region. Assessment work conducted with LCPC oversight has been appropriate, consistent, and helps to progress the overall objectives of the Vermont Brownfields Program.

VT DEC looks forward to continued collaboration with LCPC as you progress with your efforts in brownfield assessments. We will continue to work with LCPC to assist potential developers with enrollment into the Vermont Brownfields Reuse and Environmental Liability Limitation Act (BRELLA) program, through which additional cleanup funding is available.

Best of luck in the competition.

Sincerely,

Sarah Palmer Bartlett  
Brownfields Program Coordinator  
Sites Management Section/Waste Management & Prevention Division

CC:
1. **PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION**

a. **Target Area and Brownfields**

   i. **Background and Description of Target Area**
   
   This application addresses sites within Lamoille County, population 25,945. The target area includes four Lamoille County villages. The combined population for all four villages is 4,178. Historically, Lamoille County has many village centers focused on industries such as milling, mining, and processing. These activities have left several areas with subpar urban soils, refuse, and buildings that require repurposing and rebuilding. In each village, there are several rundown properties in need of remediation and redevelopment. Johnson Village, located in a flood hazard zone and river corridor, was an epicenter of industrial operations including a talc mine. A sawmill and textile mill were also prominent industries that have had long term environmental impacts. Jeffersonville was also the location of a sawmill, granary, and the railroad. Hyde Park Village was home to a printing press, several auto shops, a firehouse, and several residential homes. The Village of Morrisville, located in Morristown, has housed many industries, and has a designated historical district. The railroad encouraged manufacturers to establish businesses such as a sawmill, grist mill, pulp mill, tannery, and later: gas stations, auto repair shops, and a drycleaner. The village of Johnson has a previous Area Wide Plan completed, although there is much to be done to complete the full property assessments and redevelop the area. A few sites in Morrisville have been redeveloped, although there are more potential sites that should be reviewed. All these target areas include the former railroad, and several hazardous materials were transported included mined asbestos and talc. Other contaminates in the area include creosote railroad ties, heavy metals, PCBs, chlorinated and semi-volatile organic compounds, arsenic, lead-based paint, pesticides, and petroleum. These hazards make redevelopment challenging without additional support. There is an increased interest in these village centers, partly due to the pandemic and climate change. Tourism drives economic development and future population growth is expected due to climate migration. This will further the need for brownfield site assessments and clean up to prepare for an influx of residents and need for building sites, businesses, and new industries. Vermont has seen an increase in new residents since the beginning of the Covid-19 Pandemic. The Lamoille County Planning Commission (LCPC) expects a similar increase in business and housing needs. ProPublica published a report that lists the best and worst counties within the United States for climate change and Lamoille County is found to be the most habitable for climate change. This will mean a greater need for redevelopment and these brownfields will need to be redeveloped to meet the demand and to prepare for climate migration.

   ii. **Description of the Priority Brownfield Site(s)**
   
   This application focuses on the distressed village centers of Johnson, Jeffersonville, Hyde Park, and Morrisville. There is one priority site located in Johnson. Due to their proximity to the village center and the Lamoille Valley Rail Trail (LVRT), the community identified this site as high catalysts with potential to spur economic development (priority site no. 1) The second priority site is the village of Morrisville. Although some areas are being improved, there are still significant sites within Morrisville where an area wide assessment of potential brownfield sites in Morrisville would help spur economic growth, increase housing availability, and provide much needed options for entrepreneurs and businesses.
Priority site no. 1 – Former Cyprus Minerals Talc Mill processing plant
The site has had a long history of use as a Talc Mine. Milling operations included deposition and disposal of tailings and waste products on the property, as well as the use and storage of petroleum products. More recently, the buildings and surrounding property have been used by the Town and Village of Johnson for municipal purposes. There are four buildings on the site that serve as offices, garages, and storage spaces for the municipal Public Works operations. The site has a previous petroleum contamination from petroleum storage tanks. To assess the environmental condition of the property, in 2019, the Village and the Town conducted a data gap analysis that recommended the site be assessed for potential metal and asbestos impacts to soils and groundwater from former mill tailings and waste, potential concrete and surface soil impacts from transformers and storage of utility poles, and potential presence of asbestos-containing building materials, lead-based paint, and/or PCB-containing building materials.

Priority site no. 2 – Morrisville
There are five active hazardous sites located in the boundaries of the village of Morrisville. Inactive and closed sites total 14. This demonstrates the high level of potential and past soil contamination. The village of Morrisville is also along the Lamoille River, the LVRT, and portions are in the FEMA flood hazard zone. While much of the village is developed, there are several vacant sites and underutilized properties. Conducting and area wide plan would identify and highlight potential brownfield sites that could be transformed to benefit the community.

b. Revitalization of the Target Area
   i. Reuse Strategy and Alignment with Revitalization Plans
The 2017 Johnson Area Wide Planning Study identified several highest and best uses for the priority site no. 1. These included a maker space for artists, bicycle and boat rentals, food and beverage processing, and affordable as well as market rate apartments. These options align with the 2016 Town and Village Municipal Plan that supports continued commercial development in the targeted area and acknowledges that future uses may include a mix of commercial and residential developments. The plan focuses on establishing a vibrant economy with robust housing options and opportunities for recreation along the LVRT. Incorporating energy efficiencies and renewables is also a priority.

The second priority site, the Village of Morrisville, is currently working on a town plan that states the importance for continued revitalization efforts within the village. Housing and economic growth are highlighted as overall needs and vacant or dilapidated buildings in need of renovation and redevelopment are perfect sites to achieve these goals. The Lamoille County Regional Plan also highlights the importance of encouraging economic growth in village centers. Specifically, a goal is to “Identify existing vacant or underutilized structures, industrial sites, and brownfield sites that could be redeveloped and/or reused.”

In addition to the priority sites in Johnson Village and the Village of Morrisville, there are other important sites that can be supported through this grant. There are potential and active sites in Jeffersonville, and Hyde Park that have assessment activities underway. There are also additional potential sites in Johnson, where redevelopment could help revitalize the town and encourage tourism and economic growth.
ii. Outcomes and Benefits of Reuse Strategy
The primary goal of the LCPC Brownfields Program is to generate local and regional economic prosperity. Reuse strategies envisioned for our village centers will encourage economic development, increase property values, expand the tax base, enable more residents to live in village centers, and increase the demand for local products and services all while reducing contaminate exposure. All targeted village centers will benefit from these funds, Johnson, however, deserves particular attention. Johnson is an Opportunity Zone and earned the designation due to very low incomes and high poverty rates. According to the American Community Survey, the median income is $33,214, the poverty rate is 30%, and 25% of families receive food stamps/supplemental nutrition assistance (2014-2019 ACS).

The projects within the villages will increase housing options, provide recreational opportunities, support economic development, and encourage the implementation of energy efficiency and renewable energy generation. This is reiterated in the Lamoille County Regional Plan. The upcoming State of Vermont Climate Action Plan is expected to act as a guide for achieving net zero emissions by 2050. The Vermont legislature addressed the importance of mitigating climate change through Act 174.

Additional benefits of this project include helping to alleviate and meet the needs of these disadvantaged village communities:

<table>
<thead>
<tr>
<th></th>
<th>Johnson Village</th>
<th>Morrisville</th>
<th>Jeffersonville</th>
<th>Hyde Park</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population</td>
<td>1,332</td>
<td>2,086</td>
<td>750</td>
<td>410</td>
</tr>
<tr>
<td>Median Household Income</td>
<td>$36,949</td>
<td>$52,500</td>
<td>$55,056</td>
<td>$68,750</td>
</tr>
<tr>
<td>Poverty Rate</td>
<td>24%</td>
<td>14%</td>
<td>16%</td>
<td>5%</td>
</tr>
<tr>
<td>Unemployment</td>
<td>12%</td>
<td>7%</td>
<td>5%</td>
<td>2%</td>
</tr>
<tr>
<td>Housing Units with no vehicle access</td>
<td>12%</td>
<td>14%</td>
<td>6%</td>
<td>4%</td>
</tr>
<tr>
<td>Homeownership</td>
<td>27%</td>
<td>50%</td>
<td>40%</td>
<td>77%</td>
</tr>
</tbody>
</table>

According to the American Community Survey (2019), there is high and persistent poverty, low access to transportation, and high housing costs (low homeownership rates.)

c. Strategy for Leveraging Resources
   i. Resources Needed for Site Reuse
The target villages are poised to access additional resources, especially with other state grant opportunities, ARPA funds, and local funds including the Town and the Village of Johnson Revolving Loan Fund and the Lamoille Economic Development Corporation Revolving Loan Fund. The LCPC Brownfields Program as collaborates with other Regional Planning Commissions based on community need and the number of active brownfield sites. Many businesses and investors are interested in renovating or building within the target areas, but brownfield assessments and clean up efforts need to be underway to make these projects shovel ready. Once a site is shovel-ready, there are often additional funding opportunities and reduced barriers for investors and entrepreneurs. The villages rely on community support, municipal guidance, and many businesses and investors. Funds from this grant opportunity will help encourage individual and community efforts to expand economic development.

   ii. Use of Existing Infrastructure
The priority site no. 1 is located within half a mile from Johnson’s business district. The site is
served by municipal water, sewer, and power. All four villages have Broadband available at speeds of 25/3 Mbps or higher. There is also a county wide and statewide initiative to expand broadband access/increase the speed to help encourage and support economic development.

Redevelopment of the sites may necessitate pedestrian infrastructure upgrades and as such, sidewalk planning should be incorporated into redevelopment plans. Connections with the LVRT are also of interest. This feature increases outdoor recreation opportunities and provides an opportunity for further economic development and tourism.

2. COMMUNITY NEED AND COMMUNITY ENGAGEMENT
   i. The Community’s Need for Funding
   These small communities with a combined population under five thousand are limited in their public sector employees and capacity. Johnson village is limited due to the high poverty rate and low household income. In all these villages, the tax base dollars are small and only allow for the most essential municipal services. Volunteers are maxed and offer their time on boards to improve their communities. For over 30 years, LCPC has been assisting these municipalities by providing planning assistance, grant application writing services, and project management services. These services are vital to the communities, and our organization is stable, fiscally responsible, and professional. Without this assistance, these brownfield sites will continue to negatively impact the community and impede growth and economic development as our income structure does not support funding redevelopment projects.

   ii. Threats to Sensitive Populations
      (1) Health or Welfare of Sensitive Populations
      Targeted villages have a concentration of single-parent families, at risk children, and senior residents. These groups often live in unaffordable and decrepit housing stock. Families rely on schools to provide free meals to their children. In 2019, 58% of elementary school kids qualified for free and reduced-price meals in Johnson. In Hyde Park, 52% of children and in the Jeffersonville/Cambridge community it was 39%. 54% of students are eligible at the Elementary school in Morrisville. Although the median income may fluctuate in these villages, the percentage of families that qualify for food assistance at school is similar. Access to healthcare is reduced as there is no family physician in Johnson or Hyde Park. Public transit is nonexistent which makes it harder to access health care providers in neighboring communities. Village centers are also facing an opioid crisis, like the rest of the country. Many areas within Johnson Village have fallen into disrepair. The high poverty and low-income population are unable to invest in upkeep and maintenance. The community has hopes to revitalize the area, but this will not happen without addressing the brownfield challenges. When redeveloped, these properties can provide sanitary and affordable housing, provide jobs, spur further economic investment, and boost property values.

      (2) Greater Than Normal Incidence of Disease and Adverse Health Conditions
      Lamoille County residents have higher than national and state rates in lung cancer in females, and higher than state-level breast cancer rates. Both males and females in the County have higher obesity rates than the rest of the state. Asthma prevalence in Vermont has been higher than the nationwide rate since 2007. The rate is currently at 12% for adults and 15% for women. Village residents living nearby and recreating along the former rail corridor - now converted to a four-
season recreation path - may be exposed creosotes, pesticides and leftover contamination from
tale processing and lumber processing operations. Before the tale, lumber, and other industrial
facilities can be repurposed, we need to identify the extent of contamination. This work will
identify the contaminants and, through remediation, mitigate the threats to human health.

(3) Promoting Environmental Justice
The brownfield priority sites, and target areas are within areas that would benefit from focused
environmental justice work. In addition to health and welfare threats mentioned above, our
vulnerable populations are disproportionately impacted by flooding. Flooding destroys homes and
businesses, and floating fuel tanks and breached sewer facilities release contaminants into the
environment. When remediating the brownfields properties, the qualified environmental
professionals will be mindful and incorporate flood mitigation approaches that restore original
floodplains and lessen impacts to the built environment. Priority site no. 1 is of particular interest
because although a portion of the site is in the FEMA designated floodplain, most of the
developable land is outside of the floodplain. This is important as two thirds of commercial
properties in Johnson Village are in the floodplain.

b. Community Engagement

i. Project Involvement and ii. Project Roles

<table>
<thead>
<tr>
<th>Partner Name</th>
<th>Point of contact (name, email &amp; phone)</th>
<th>Specific involvement in the project or assistance provided</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lamoille Economic Development Corporation</td>
<td>Pat Ripley; <a href="mailto:pat@lamoilleeconomy.org">pat@lamoilleeconomy.org</a>; 802-888-5640</td>
<td>Chair of the Brownfields Committee; Provide cleanup/redevelopment funding through Lamoille Economic Development Corporation’s Revolving Loan Fund (RLF). Assist with community outreach.</td>
</tr>
<tr>
<td>Vermont Department of Health</td>
<td>Aaron French; <a href="mailto:Aaron.French@vermont.gov">Aaron.French@vermont.gov</a>; 802-888-2587</td>
<td>Morrisville Public Health District Director; Participate in the Brownfields Committee; Guide the reuse planning process regarding health concerns and issues; Assist with community outreach.</td>
</tr>
<tr>
<td>Town of Johnson</td>
<td>Brian Story; <a href="mailto:tojadministrator@townofjohnson.com">tojadministrator@townofjohnson.com</a>; 802-635-2611</td>
<td>Talk to constituency about the role of brownfields in economic revitalization; Be involved in the reuse planning process; Host community meetings; Participate on the Brownfields Committee; Provide cleanup or redevelopment funding through town RLF. Assist with community outreach.</td>
</tr>
<tr>
<td>Village of Johnson</td>
<td>Meredith Birkett; <a href="mailto:vojmanager@townofjohnson.com">vojmanager@townofjohnson.com</a>; 802-635-2611</td>
<td>Talk to constituency about the role of brownfields in economic revitalization; Be involved in the reuse planning process; Provide cleanup or redevelopment funding through Village RLF.</td>
</tr>
<tr>
<td>Johnson Works</td>
<td>Kyle Nuse; 908-451-8181</td>
<td>Perform community organizing function; Be involved in the reuse planning process.</td>
</tr>
<tr>
<td>Lamoille Housing Partnership</td>
<td>Jim Lovinsky; <a href="mailto:jim@lamoillehousing.org">jim@lamoillehousing.org</a>; 802-888-5714</td>
<td>Participate on the Brownfields Committee; Assist with community outreach; Serve as site developer.</td>
</tr>
</tbody>
</table>
| Town of                                  | Ron Rodjenski;                                                                                        | Assist with community outreach. Participate in...
iii. Incorporating Community Input

LCPC incorporates community input in all phases of the brownfield assessment process. There has been ongoing community discussion regarding the priority site in Johnson Village. The 2017 Area-Wide Planning Study included public interaction. There was a local steering committee to guide the planning process during this time. The committee included government officials, business owners, and residents from within the targeted area. The committee worked with a team of qualified environmental professionals to organize public meetings and a design charrette. The designs were presented at a popular outdoor summer concert in Johnson. Seniors, children, and adults all viewed the designs and voted on the proposed redevelopment concepts.

Implementing this grant will further these efforts and expand our reach to the community through hybrid and remote only meetings. Since the Covid-19 pandemic, many towns and villages are used to conducting governmental business in a hybrid method. This allows us to reach a greater number of people who might otherwise not be able to attend in person. Particularly, families with young children and the elderly with limited transportation. In addition to seeking community input from individual communities, we have a regional Brownfields Committee and a Board of Directors. Both bodies consist of appointed municipal representatives and at large regional representatives. The Committee and the Board advise and decide, respectively, where to locate the assessment funding. When assessing the funding requests, the Committee and the Board evaluate whether site redevelopment is a community priority and how the redevelopment plans align with municipal plans.

3. TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS

a. Description of Tasks/Activities and Outputs

   i. Project Implementation

   Task 1: Cooperative Agreement Oversight

   i. Project Implementation

      ▪ EPA-funded activities for the priority sites: Manage grant by 1) Ensure Cooperative Agreement requirements are implemented on time. 2) Complete site eligibility documentation. 3) Procure qualified environmental professional services for assessments. 4) Comply with reporting requirements. 5) Participate in trainings/conferences as required.

      ▪ EPA-funded activities for non-priority sites: Similar process as above. As needed: 1) Complete site eligibility documentation. 2) Ensure site aligns with overall goals and mission of grant deliverables. 3) Procure qualified environmental professional services for assessment activities. 4) Comply with reporting requirements.

      ▪ Non-EPA grant resources needed to carry out activities: LCPC will provide an in-kind match to cover a portion of indirect costs.

   ii. Anticipated Project Schedule: Ongoing from October 1, 2022-September 30, 2025

   iii. Task/Activity Lead: Melanie Riddle, LCPC Assistant Planner

   iv. Outputs: Master Agreements with qualified environmental professionals; Quarterly reports.
Task 2: Community Engagement

i. Project Implementation
   - EPA-funded activities for the priority and non-priority sites: 1) Support Brownfields Committee (Coordinate Committee meetings; Take minutes; Communicate funding recommendations to LCPC Board of Directors, property owners and prospective developers); 2) Support property owners and developers (Coordinate meetings; Familiarize property owners, prospective purchasers and developers with the assessment process, EPA funding requirements and liability protections); 3) Distribute the Brownfields Handbook published by the State of Vermont; 4) Assist with establishment of public-private partnerships; 5) Assist with identification of redevelopment funding sources; 6) Organize community meetings to enable public participation in site reuse assessment and site reuse visioning; 7) Assist communities with conducting required public hearings (e.g. hearings to implement corrective action plans.)
   - Non-EPA grant resources needed to carry out activities: LCPC will provide an in-kind match to cover a portion of indirect costs.

ii. Anticipated Project Schedule: Ongoing from October 1, 2022 - September 30, 2025

iii. Task/Activity Lead: Melanie Riddle, LCPC Assistant Planner

iv. Outputs: Bimonthly Brownfields Committee Meetings

Task 3: Phase I and Phase II Assessments

i. Project Implementation
   - EPA-funded activities for the priority and non-priority sites: 1) Conduct Phase I assessments in accordance with ASTM E1527-13 standard (Total 4 assessments). Of these, two Phase I assessments are anticipated at the priority sites; 2) Develop Quality Assurance Project Plans; Prepare Phase II assessments reports (Total 4 assessments). Of these, two Phase II assessments are anticipated at the priority sites; 3) Help enroll sites in State of Vermont’s Brownfields Reuse and Environmental Liability Limitation Program
   - Non-EPA grant resources needed to carry out activities: LCPC will provide an in-kind match to cover a portion of indirect costs.

ii. Anticipated Project Schedule: Year 1: Two Phase I ESA + two Phase II ESA (priority sites); Year 2: Two Phase I ESA + two Phase II ESA (priority and non-priority sites); Year 3: One Phase I ESA + one Phase II ESA (priority or non-priority sites).

iii. Task/Activity Lead: Melanie Riddle, LCPC Assistant Planner and Qualified Environmental Professional

iv. Outputs: Phase I reports, AAI checklists, Phase II reports

Task 4: Cleanup Planning and Area-wide/Reuse Planning

i. Project Implementation
   - EPA-funded activities for the priority and non-priority sites: 1) Develop cleanup plans. This includes evaluations of corrective action alternatives and development of a corrective action plans (CAPs). (Total 6 CAPs). Of these, three CAPs will be developed at the priority sites; 2) Develop an Area-Wide Plan Reuse Assessment. (Priority site no.2)
   - Non-EPA grant resources needed to carry out activities: LCPC will provide an in-kind match to cover a portion of indirect costs.

iii. Task/Activity Lead: Melanie Riddle, LCPC Assistant Planner and Qualified Environmental Professionals

iv. Outputs: Corrective Action Plans; Area-Wide Plan Reuse Assessment

**b. Cost Estimates**

<table>
<thead>
<tr>
<th>Budget Categories</th>
<th>Project Tasks ($)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Task 1: Cooperative Agreement Oversight</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Task 2: Community Engagement</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Task 3: Phase I &amp; Phase II Assessments</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Task 4: Cleanup Planning &amp; Area Wide Planning</td>
<td></td>
</tr>
<tr>
<td>Direct Costs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Personnel: Assistant Planner: 1330 hours @$30/hour (1)</td>
<td>$6,900</td>
<td>$21,000</td>
</tr>
<tr>
<td>Fringe Benefits: 1330 hours @$10/hour (1)</td>
<td>$2,300</td>
<td>$7,000</td>
</tr>
<tr>
<td>Travel: Meetings, mileage, conference (2)</td>
<td>$400</td>
<td>$1,400</td>
</tr>
<tr>
<td>Equipment</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Supplies (3)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Contractual: Phase I &amp; II, and Cleanup planning (4)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Other</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total Direct Costs</td>
<td></td>
<td>$9,600</td>
</tr>
<tr>
<td>Indirect Costs (5)</td>
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<td>$0</td>
</tr>
<tr>
<td>Total Budget</td>
<td>(Total Direct Costs + Indirect Costs)</td>
<td>$9,600</td>
</tr>
</tbody>
</table>

1. The Assistant Planner will apportion her time to Agreement Oversight and Community Engagement tasks with some time spent coordinating with Qualified Environmental Professionals and conducting outreach and engagement for the Area-Wide Plan. These tasks are estimated for a total of 1330 (230 hours for Task 1; 700 hours for Task 2; 100 hours for Task 3; and 300 hours for Task 4). The Deputy Director will work with the Assistant Planner as needed. For cost estimating, the Assistant Planner and Deputy Director hourly rates have been averaged.

2. Travel expenses include mileage to meetings with property owners, prospective purchasers, municipal representatives, and to VT ANR and EPA initiated meetings. We budgeted $1,000 split between Tasks 1-4. At .56 cents a mile, this amount represents 1,785 miles traveled. Averaging 40 miles a trip, this will allow for about 44 meetings. Community Engagement also includes the cost for round trip travel (air, $500) and lodging (two nights = $500) for the Assistant Planner to attend the National Brownfields Training Conference.

3. Materials for Community Outreach, flyers, brochure etc.

4. Contractual line item includes Five Phase I ESA @ $3,000 each; Five Phase II ESA @ $50,000 each; Six Corrective Action Plans at $5,000 each and One Area-Wide Plan at $15,000.
(5) LCPC has decided to not include any indirect costs. All indirect costs will be covered by LCPC.

c. Measuring Environmental Results
Every quarter, LCPC will review site assessment progress and compare progress with the grant deliverables described in this grant application. Progress updates and information will be reflected in quarterly reports and ACRES updates. As needed, if work plan modifications occur, action steps and the action plan will be adjusted. LCPC will maintain close contact with and provide regular updates to our EPA officer. Detailed cost tracking sheets will be maintained for each site and as well as overall status of expended and obligated funds.

4. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE
a. Programmatic Capability
   i. Organizational Capacity and ii. Organizational Structure
LCPC has over thirty years of experience successfully managing federal funds. Our staff has seven full-time employees, and two part-time staff. The Deputy Director, Seth Jensen has previous EPA assessment grant experience. He managed the grants along with another staff member, worked with the Brownfields Advisory Committee, and interacted with property owners, prospective purchasers, and developers. Melanie Riddle, Assistant Planner is taking over the LCPC Brownfields Program and will be coordinating the Brownfields Committee, working with property owners, prospective purchasers, and developers. Under the guidance of Seth, Melanie will update ACRES. Executive Director Tasha Wallis oversees all staff and reports to the LCPC’s Board of Directors. Our financial manager Nicole Sancibrian, CPA manages the finances as an independent contractor. The Brownfields Committee is comprised of community members and partners, to help assess property applications for assessment funds. As needed, other LCPC staff can assist to help ensure the brownfields program success.

   iii. Description of Key Staff

<table>
<thead>
<tr>
<th>Name and Title</th>
<th>Brownfields Program Responsibilities</th>
<th>Qualifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melanie Riddle, Assistant Planner</td>
<td>Melanie will manage the Brownfields Grant. She will work with the Brownfields Committee, conduct community outreach, and serve as a liaison between QEPs, property owners, and developers.</td>
<td>Melanie holds a M.S. in Food Systems &amp; Society from Marylhurst University and a Certificate in Nonprofit Management from Northeastern University. Melanie manages the Brownfields Program.</td>
</tr>
<tr>
<td>Seth Jensen, Deputy Director</td>
<td>Seth advises and assists as needed with the Brownfields Program and serves as a key staff with years of historical knowledge.</td>
<td>Seth holds M.A. in Public Administration from the University of Vermont. He has been involved with the Brownfields Program since 2011.</td>
</tr>
<tr>
<td>R. Tasha Wallis, Executive Director</td>
<td>Tasha provides overall programmatic and financial oversight. She also acts as a liaison between the Brownfields Program and the LCPC Board of Directors.</td>
<td>Tasha holds a Master’s in Public Policy from Harvard University. Formerly, she served as Vermont Buildings Commissioner and supervised multimillion dollar</td>
</tr>
</tbody>
</table>
Nicole Sancibrian, Financial Manager

Nicole will prepare quarterly financial reports, review and pay QEP invoices, manage drawdowns, and communicate with EPA on all financial matters.

Nicole has been with the LCPC since 2015. Nicole is a contractor to the LCPC. She is a CPA and owns Osterman, Sancibrian & Burke PC CPAs.

iv. Acquiring Additional Resources

LCPC is experienced in procurement. Our procurement procedures have been developed in accordance with 2 Code of Federal Regulations (CFR) § 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and Vermont Agency of Administration Bulletin 3.5 – Procurement and Contracting Procedures. Annually, LCPC procures up to a dozen contractors to complete tasks. During the past EPA assessment grant period, we prequalified five Qualified Environmental Professionals and executed a master agreement with each. We also acquired legal services to update our site access agreement.

b. Past Performance and Accomplishments

i. Currently Has or Previously Received an EPA Brownfields Grant

The LCPC Brownfields Program successfully completed three EPA brownfield grants.

<table>
<thead>
<tr>
<th>Grant Name</th>
<th>Grant Period</th>
<th>Amount</th>
<th>Balance of Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>97138301</td>
<td>05/01/09 - 12/31/14</td>
<td>$200,000</td>
<td>$0</td>
</tr>
<tr>
<td>96111501</td>
<td>09/21/09 - 09/20/14</td>
<td>$400,000</td>
<td>$0</td>
</tr>
<tr>
<td>00A00109</td>
<td>10/01/15 – 12/30/19</td>
<td>$400,000</td>
<td>$0</td>
</tr>
</tbody>
</table>

(1) Accomplishments

Through these past grants, LCPC assisted 12 sites at various stages of the assessment process. Three sites were successfully remediated. During this time, LCPC also supported the Area Wide Planning Study in Johnson and developed a hydraulic modeling/ flood evaluation study of Lamoille River in Johnson where the river runs through the brownfield properties. All three grants were completed successfully.

<table>
<thead>
<tr>
<th>Grant Name</th>
<th>Site Assessments</th>
<th>CAPs</th>
<th>Remediation</th>
<th>Redevelopment</th>
</tr>
</thead>
<tbody>
<tr>
<td>97138301</td>
<td>4</td>
<td>2</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>96111501</td>
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<td>3</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>00A00109</td>
<td>6</td>
<td>3</td>
<td>2</td>
<td>2</td>
</tr>
</tbody>
</table>

(2) Compliance with Grant Requirements

LCPC does not have a current EPA grant. The previous assessment grant expired on December 30, 2019. This was extended past the original expiration date of September 30, 2018. LCPC was granted the extension to finalize the ongoing assessments and to participate in the 2019 National Brownfields Conference. Thanks to the extension, LCPC were able to obligate all funding and conduct four more assessments than originally anticipated. The LCPC’s quarterly reporting has been historically on time and ACRES was updated regularly.
III.B Threshold Criteria for Assessment Grants

1. Applicant Eligibility

The Lamoille County Planning Commission (LCPC) is one of eleven regional planning commissions authorized to conduct regional planning and development activities in Vermont. LCPC serves fifteen municipalities (10 towns and 5 incorporated villages) in Lamoille County.

Title 24 : Municipal And County Government

Chapter 117 : Municipal And Regional Planning And Development

Subchapter 003 : Regional Planning Commissions

(Cite as: 24 V.S.A. § 4341)

- § 4341. Creation of regional planning commissions

(a) A regional planning commission may be created at any time by the act of the voters or the legislative body of each of a number of contiguous municipalities, upon the written approval of the Agency of Commerce and Community Development. Approval of a designated region shall be based on whether the municipalities involved constitute a logical geographic and a coherent socioeconomic planning area. All municipalities within a designated region shall be considered members of the regional planning commission. For the purpose of a regional planning commission's carrying out its duties and functions under State law, such a designated region shall be considered a political subdivision of the State.

(b) Two or more existing regional planning commissions may be merged to form a single commission by act of the legislative bodies in a majority of the municipalities in each of the merging regions.


Source: https://legislature.vermont.gov/statutes/section/24/117/04341

2. Community Involvement

LCPC incorporates community input in all phases of the brownfield assessment process. The LCPC Brownfields Program works with and for the communities that we serve. Throughout the work that we do for brownfields remediation, we seek input, expertise, and feedback from Lamoille County. Residents and community members help to drive the redevelopment and revitalization efforts of impacted properties.
Throughout this grant period, we propose to continue our well-established community input process. We will continue to meet with community leaders, residents, property owners and developers. We will advertise the meetings and milestones in the popular online newsletter Front Porch Forum. The newsletter is distributed daily, has a highly local content and is specific to individual municipalities in the County.

We will also utilize the News and Citizen to distribute press releases about funding opportunities and ensure equal access to our Brownfields Assessment Program. Decisions regarding funding distribution is made through the Brownfields Advisory Committee. This committee is subject to Vermont’s Open Meeting Law. LCPC promotes a transparent process and seeks feedback and input from the public.

In addition to seeking community input from individual communities, we have a regional Brownfields Advisory Committee and a Board of Directors. Both bodies consist of appointed municipal representatives and at large regional representatives. Examples of at large representatives include a representative from Union Bank, Re-max North Real Estate Professionals, Lamoille Housing Partnership, Lamoille Economic Development Corporation and the Vermont Department of Health. The Committee and the Board advise and decide, respectively, where to locate the site assessment funding. When assessing the assessment funding requests, both the Committee and the Board want to know whether a redevelopment of the site is a community priority and how the redevelopment plans align with municipal plans.

Twice a year, the LCPC publishes a newsletter distributed to all communities. We provide updates on our work, include the status of the Brownfields Program.

Community involvement will also include remote and virtual options through online platforms. This helps to increase the number of community members that we can reach through the traditional in-person approach. Encouraging participation and increasing access through remote/online options helps ensure that we involve a broad range of community members.

3. Named Contractors and Subrecipients

Lamoille County Planning Commission has not identified, procured, or named any Contractors or Subrecipients.

4. Expenditure of Existing Grant Funds

Lamoille County Planning Commission does not currently have an open EPA Brownfields Assessment Grant or Multipurpose Grant.