

**SOUTHWEST REGION PLANNING COMMISSION**  
**BROWNFIELDS ADVISORY COMMITTEE**  
**MINUTES**  
**August 27, 2008**

**Present:** Bill Prokop, Chairman, Town of Antrim; Dorianne Almann, Town of Hinsdale; Richard Berry, City of Keene; Jack Dugan, Monadnock Economic Development Corp.; Beth Fox, Town of Swanzey; John Gomarolo, Town of Winchester; Ralph Wentworth, Town of Troy.

Staff: Tim Murphy, Executive Director; Becky Baldwin, Office Manager; J. B. Mack, Senior Planner; Lisa Murphy, Senior Planner.

Guests: Mike McCluskey, NH Department of Environmental Services; Chris Lombard, U.S. Environmental Protection Agency; Carol Ogilvie, Town of Peterborough; Michael Hartman, Town of Jaffrey.

**I. Welcome & Introductions**

Chairman Prokop called the meeting to order at 12:15 p.m. and introductions were made.

**II. Minutes of June 4, 2008**

The minutes of June 4, 2008 were approved as submitted by unanimous vote.

**III. Program Updates**

Staff member J. B. Mack provided program updates as follows:

**Evans Flats, Peterborough:** J. B. Mack referred to the National Guard Armory site on Evans Flats in Peterborough that was approved for a Phase II Assessment at the last meeting provided access could be gained to the site by September 1, 2008. He noted that Peterborough's Public Works Director and Town Attorney were meeting this afternoon with representatives from the National Guard but there is a possibility that access to the property may not be obtained by the September 1<sup>st</sup> deadline. He asked if committee members would care to consider extending the deadline if need be since there are signs of progress. Beth Fox asked that this item be considered under agenda item V and members agreed.

**American Tissue Site, Winchester:** Mike McCluskey reported that DES is currently working with the Attorney General and the Trustee of the American Tissue property to gain access to this site.

**Outreach Program:** J. B. Mack passed around copies of an outreach packet that was recently distributed to our municipalities. Tim Murphy noted that materials in the packet featured both our Brownfields and Economic Development Administration Programs. Follow-up presentations on the programs have been given to several of our communities. Ralph Wentworth asked that the

names of the communities who have requested and received presentations be listed in the minutes.

**Note: Those communities include Antrim, New Ipswich, Winchester, Sullivan, Fitzwilliam, Westmoreland, Hinsdale, Swanzey, Stoddard, Keene, Bennington, Troy, and Marlborough.**

**NADO Conference:** Tim Murphy noted that as members of NADO staff recently had an opportunity to attend their Northern New England Forum. Lisa Murphy reported that approximately 50 people attended the July 15<sup>th</sup> day long event that included in depth presentations by representatives of EPA and DES.

#### **IV. New Site Nominations**

##### **A. Former Automotive Garage, 72-74 Main Street, Antrim**

J. B. Mack referred to the site nomination contained in the agenda packet regarding the Town of Antrim's request for two Phase I Assessments and one Hazardous Building Materials Assessment on the two parcels that constitute the Antrim Garage property located at 72-74 Main Street. The Town is considering purchasing the property to build a new police station, provide storage for Public Works equipment and/or also be used by the Recreation Department. The owner conducted a Phase I Assessment on the site and the Town is trying to obtain a copy. Mike McCluskey noted that if a former Phase I Assessment can be located it would serve as a good starting point for our consultant. Tim Murphy asked if this would reduce the cost of the Phase I Assessment and Mike McCluskey noted that any savings would be minimal since the Assessment would need to be verified and updated.

**Motion: To conduct two Phase I Assessments and a Hazardous Building Materials Assessment on the former Antrim Garage property located at 72-74 Main Street in Antrim.**

Motion by Beth Fox, seconded by Jack Dugan. Approved by unanimous vote with Chairman Prokop abstaining.

##### **B. Former Elite Laundry Site, 27 Laundry Road, Jaffrey**

J. B. Mack referred to the site nomination contained in the agenda packet regarding the Town of Jaffrey's request for Phase I Assessments on four parcels located at 27 Laundry Road comprising the former Elite Laundry, an abandoned and partially burnt apartment building and a former storage building. Town Manager Michael Hartman explained that the parcel containing the former Laundromat which was closed in 1997 had 1,100 tons of contaminated soil removed from it in 2002 through an EPA Remediation program. The Town has taken the four parcels for back taxes and would like to have Phase I Assessments conducted on each of them so they can demolish the burnt building and determine if contamination has spread into the bedrock on the other parcels. The Town is considering building a park and selling some of the parcels for commercial purposes. Chris Lombard asked if the building is accessible to the public and Michael Hartman responded that it is posted and boarded up but people still manage to get into the building. She noted that it is the town's responsibility to properly fence off the property and post in advising the public of the potential hazard. It was asked if the Town would like to have the parcels considered as one site and Mike McCluskey noted it is better to keep them separate since EPA cleanup funds will cover up to \$200,000 per parcel. Dick Berry asked if there is an estimated cost to cleanup the entire property and Michael Hartman responded that it could be up to ½ a million dollars.

**Motion: To conduct four Phase I Assessments and three Hazardous Building Materials Assessments on parcels located at 27 Laundry Road in Jaffrey.**

Motion by Dick Berry, seconded by John Gomarlo. Approved by unanimous vote.

**V. Request for Planning Funds, Evan's Flat's Site**

J. B. Mack reported that we have received a request from the Town of Peterborough to provide funding to assist them with a feasibility study concerning the future use of the 26 acre Evans Flats property that includes the 4 acre National Guard Armory site which was conditionally approved for a Phase I Assessment. He noted that although we have not entertained a request of this nature before, funding of this type is allowable through our Brownfields Program. Chris Lombard advised that funding of this type should be called assistance for cleanup planning and it can only be used for the portion of the site that has been identified as a brownfields site. She further suggested that a limit be established as to the amount of funding that can be used for this purpose and noted that Rockingham Planning Commission just approved a similar use and established a \$10,000 limit. Ralph Wentworth asked if the funding is used for engineering costs and Chris Lombard responded that it could be used for a planning charette or to hire a consultant. Carol Ogilvie noted that the Town of Peterborough has formed a study committee and is looking for a neutral party to oversee the process of what the entire parcel will be used for in the future. She acknowledged that what happens to the entire parcel will be dependent upon what happens to the Armory site and if the building can be renovated or needs to be demolished. Jack Dugan suggested that staff develop a set of guidelines and a proposed limit for funding expenditures of this nature to bring to the committee for review at a future meeting. Tim Murphy asked when the Town of Peterborough plans to begin their feasibility study and Carol Ogilvie responded that the committee has already begun to work and they plan to bring a business plan to the voters at the May 2009 Town Meeting. Tim Murphy cautioned that we may be close to a deadline and wouldn't want to miss an opportunity to assist the Town. J. B. Mack noted that the Town is requesting \$6,000 to assist them in their process. Carol Ogilvie noted that she would like to go back and revisit their estimate since they now know they can only request funding for the National Guard Armory portion of the property. Ralph Wentworth and Beth Fox suggested that any decision be postponed until the November committee meeting. Jack Dugan asked if a meeting could be called to act upon this if a decision was needed prior to the November meeting. Tim Murphy noted that a meeting of the committee could be held prior to the next scheduled one at the call of the Chair. Jack Dugan asked that staff develop a proposed policy for cleanup planning funding requests and distribute it so that committee members can review it prior to the next meeting.

Chairman Prokop asked if the Committee wished to grant a further extension to the Town of Peterborough for gaining access to the National Guard Armory property. Tim Murphy cautioned that if access to the building is delayed it could have an effect on the Town's request for planning funds. He added that staff has spoken with the Town's Public Works Director who noted it might help move the process along faster if we stayed with the September 1<sup>st</sup> deadline. Carol Ogilvie noted that it is hoped the Town will have gained access to the property by the end of the day but it might be helpful to extend the deadline by fifteen days.

**Motion: To extend the deadline an additional fifteen days in order to obtain access to the National Guard Armory property for the purpose of conducting a Phase I Assessment.**

Motion by Beth Fox, seconded by Ralph Wentworth. Motion approved by unanimous vote.

## **VII. Next Meeting**

The date of the next meeting of the Brownfields Advisory Committee was tentatively set for November 19, 2008.

## **VIII. Adjourn**

Meeting adjourned at 1:35 p.m.

Respectfully Submitted,

Rebecca I. Baldwin  
Office Manager