



UPPER VALLEY LAKE SUNAPEE
REGIONAL PLANNING COMMISSION

10 Water Street, Suite 225, Lebanon, New Hampshire, 03766 ~ (603)448-1680

NARRATIVE INFORMATION SHEET

1. Applicant Identification:

Upper Valley Lake Sunapee Regional Planning Commission
10 Water Street, Suite 225, Lebanon, NH 03766
(603) 448-1680

2. Website: <https://uvlsrpc.org/>

3. Funding Requested:

- a. Assessment Grant Type: Community-Wide
- b. Federal Funds Requested: \$500,000

4. Location: The region includes twenty-seven towns within portions of three counties in New Hampshire: Grafton; Sullivan; and Merrimack.

Grafton County - Canaan, Dorchester, Enfield, Grafton, Hanover, Lebanon, Lyme, Orange, Orford, Piermont

Sullivan County – Acworth, Charlestown, Claremont, Cornish, Croydon, Goshen, Grantham, Lempster, Newport, Plainfield, Springfield, Sunapee, Unity, Washington

Merrimack County – Newbury, New London and Wilmot

5. Target Area and Priority Site/Property Information

Target Areas: City of Claremont (primarily the city center along the Sugar River) and Town of Enfield (primarily from downtown along the Mascoma River)

Census Tracts: The target area in Claremont includes three census tracts: 9758, 9759.02, and 9759.01. The target area in Enfield includes census tracts 9615

Priority Sites: Sullivan Machinery, 13 Mill Rd, Claremont, NH

Topstone Mill, 101 Mulberry Street, Claremont, NH

Baltic Mill, 80 Baltic Street, Enfield, NH

Downtown area town lots and buildings, 25 Union St, 18 Depot St, and 7 and 15 Shedd St., Enfield, NH

6. Contacts:

- a. Project Manager: John Haffner
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10 Water Street, Suite 225
Lebanon, NH 03766
- b. Executive Director: Meghan Butts
(603) 448-1680

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 10 Water Street, Suite 225
 Lebanon, NH 03766

7. Population

Target areas: Claremont, Newport

In Sullivan County, the major population center is the City of Claremont (2020 US Census: 12,949), and it has the greatest concentration of sensitive populations and environmental concerns in the county. The Town of Enfield (2020 US Census: 4,465) is in the southern part of Grafton County.

8. Other Factors Checklist

Other Factors	Page #
Community Population is 15,000 or less	1
The applicant is, or will assist, a federally recognized Indian tribe or United States territory.	NA
The proposed brownfield site(s) is impacted by mine-scarred land	NA
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).	1-2
The proposed site(s) is in a federally designated flood plain.	2
The reuse of priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy.	3
The reuse of the priority site(s) will incorporate energy efficiency measures.	3
The proposed project will improve local resilience to the impacts of extreme weather events and natural disasters.	4
At least 30% of the overall project budget will be spent on eligible reuse/area-wide planning activities, as described in Section 3.A.(2), for priority site(s) within the target area(s).	NA
The target area(s) is impacted by a coal-fired power plant has recently closed (2015 or later) or is closing.	NA
At least 30% or more of the overall project budget will be spent on eligible reuse/ area-wide planning activities, as described in Section I.B., for priority site(s) within the target area.	NA
The target area(s) is located within a community in which a coal-fired power plant has recently closed (2012 or later) or is closing.	NA

8. Letter from State Authority – see attached

9. Releasing Copies of Applications - N/A; No confidential, privileged, or sensitive information.



The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES



Robert R. Scott, Commissioner

EMAIL ONLY

January 16, 2026

Victoria Davis, Senior Planner
Upper Valley Lake Sunapee Regional Planning Commission
10 Water Street, Suite 225
Lebanon, NH 03766

Subject: Upper Valley Lake Sunapee Regional Planning Commission
FY26 Proposal for EPA Brownfields Community-Wide Assessment Grant

State Letter of Acknowledgement and Support

Dear Victoria Davis:

The New Hampshire Department of Environmental Services (NHDES) hereby acknowledges and expresses our support for Upper Valley Lake Sunapee Regional Planning Commission's (UVLSRPC) proposal for an EPA Brownfields Community-Wide Assessment Grant.

Should your proposal be successful, NHDES will commit to providing a liaison to provide technical support. This assistance can include serving as a non-voting member of your advisory committee, helping vet proposed sites, participating in community outreach efforts, and reviewing the various technical documents prepared pursuant to the grant.

We look forward to continuing our working relationship with UVLSRPC. Please contact me should you have any questions.

Sincerely,

Melinda S. Bubier
Brownfields Coordinator
Hazardous Waste Remediation Bureau
Tel: (603) 271-2183
Email: Melinda.S.Bubier@des.nh.gov

cc: Katy Deng, EPA New England - Region 1
Meena Mortazavi, EPA New England - Region 1
Jeffrey Marts, P.G., Administrator, NHDES-HWRB

1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION

Target Area and Brownfields

a. Overview of Brownfield Challenges and Description of Target Area

The Upper Valley Lake Sunapee Region (Region) is in the western part of New Hampshire (NH) and consists of 27 communities in Grafton, Merrimack and Sullivan Counties. It encompasses the Connecticut River border, and its major tributaries (e.g., Sugar and Mascoma Rivers). These waterways provided early mills with reliable and inexpensive power alongside efficient transportation to outside markets. The Region is one of America's oldest industrial areas producing firearms, textiles, paper, and furniture. By 1960, more than one-third of the Region's employment was concentrated on manufacturing. In Sullivan County (home to the City of Claremont), this figure was even higher. However, by 1970, advances in technology, increasing competition and global markets began to impact the Region's industrial base. As of 2020, manufacturing jobs represent only 11% of employment in the Region and are expected to fall to 10% by 2030. The decline in manufacturing has left many former industrial sites in the region available for adaptive reuse.

Much of the downtown areas of our region include underutilized properties and old/substandard housing stock that lack continued investment and maintenance, which has devolved to deteriorating buildings and blighted properties. Most of our Region's brownfields are situated in the City of Claremont (reported at 156). The City of Claremont's manufacturing history and brownfield sites are along the main artery of the Sugar River. This creates a continuous project area along the river. Claremont has seen renovation of old mill buildings into housing and commercial/industrial space, but many buildings are vacant or underutilized. According to our existing Brownfields inventory and data from the NHDES, there are also Brownfields in all the Region's 27, mostly rural communities that are presenting challenges to our communities in revitalizing the region.

Target Area 1: Claremont's (pop. 12,949) success in manufacturing is memorialized by the large brick factory buildings along the Sugar River (e.g., Sullivan Machine, Monadnock Mills, Sanford & Rossiter) and is now acknowledged as a **Multi-Use Historic District** by the National Register. Several mill buildings and other industrial properties remain a public hazard due to neglect, deterioration, illegal entry for vandalism/drug use and illegal dumping, and contamination hazards. The City of Claremont has seen renovation of old mill buildings into housing and commercial/industrial space, but many buildings are vacant or underutilized. Greater revitalization and redevelopment of these once, and potentially again, beautiful sites will stimulate the economy for a new generation. **Target Area 2: Enfield** (pop. 4,465) has a smaller industrial history than the former mill towns in Sullivan County; however, the town has several brownfields sites that pose risks to the Mascoma River watershed, which includes Mascoma Lake – the primary drinking water source for the town as well as neighboring Lebanon. The textile industry became the dominant economy in the town in the late 19th century with the construction of large woolen mill complex on what is now Baltic Street. Prior to this industry, a series of dams had been developed to power smaller mills in downtown Enfield. The transportation industry has also been a key feature of Enfield's economy with the former Boston and Main rail line running through the town from Concord. This line has since been repurposed as the Northern Rail Trail, but several brownfield sites have been identified along this trail that could provide opportunities for adaptive reuse for housing and/or recreation.

b. Description of Priority Brownfield Site(s)

Two priority sites have been identified within Claremont: **Topstone Mill** located at 101 Mulberry St. in census tract 9758 is a 2.9 acre site located in a dense residential area. The site was originally a shoe factory and was later used as a furniture factory and other various businesses until 2006. A significant portion of the FY2016 and FY2019 assessment funds were used for Phase II ESAs at the **Topstone Mill**, and the upgradient **Sweet Fire BBQ** property. The current owner acquired the property and developed a small portion of the building with a restaurant, entertainment business, and storage that are currently in use, but previous environmental work identified significant chlorinated solvents in groundwater on the site as well as HBMs throughout the building that have stalled development. Additional assessment is critical to identify the source and extent of the chlorinated solvents, including the potential to impact soil gas on adjoining residential properties' indoor air, impacts to the Sugar River, which supplies 30% of the City's drinking water, and to provide cleanup planning to ensure the site is successfully cleaned up and redeveloped. There is a known chlorinated solvent plume traveling westerly under

a residential neighborhood and toward the Sugar River. The Tyler Brook travels under the parking lot of this site to the Sugar River providing another carrier of contaminants from this site to the Sugar River.

The **Sullivan Machinery** is 2.58-acre Site on 13 Mill Road in census tract 9759.01 with an approximately 64,000 square foot warehouse building originally constructed by 1884. The complex was developed in the **FEMA floodplain** between 1888 and 1927 that comprised a variety of buildings to manufacture mining equipment including a forge shop, erecting shops, a foundry and a boiler house. Various PAHs and metals in soil at concentrations generally ubiquitous above remediation standards have been identified across the Sullivan Machinery site on the northern bank of the Sugar River. Additional assessment is warranted in site buildings on the southern bank, specifically in the former erecting shop, which is closely connected to the City downtown and adjacent mill buildings which have partially been redeveloped. The site needs additional support for remedial design and reuse planning to bridge existing efforts of the City and UVLSPRC to focus on building redevelopment or removal and greenspace design. The overall goal is to redevelop the site as a waterfront park and outdoor concert venue to the north and housing to the south of the Sugar River. UVLSRPC has performed conceptual greenspace designs for the City, and the City is performing other evaluations for the removal of existing structures in planning for Site cleanup and redevelopment. Additional assessment funds would help to further cleanup and reuse planning to return the site to a vibrant, useable space for the community.

Claremont has identified other brownfields as central for the downtown and multi-use historic district revitalization efforts to continue the City's momentum including extension of a pedestrian walkway on each side of the river. Many of the buildings within this historic district are eligible to be listed as historic structures; however, redevelopment is hampered by hazardous building materials including asbestos, lead paint, and PCBs as well as other environmental concerns.

Priority sites in Enfield include sites along the Mascoma River near downtown and along NH 4A. **Baltic Mills**, is a 6 acre site at 80 Baltic St. along the Mascoma River that was once the heart of Enfield's textile industry. The former **Railroad Depot** at 18 Depot Street is a .34-acre site that the Town is interested in acquiring from NH DOT to redevelop for housing. The Town also owns a .71-acre lot on Union St. that has received some development interest. Other brownfields sites include the **Enfield Fire Station**, a .48-acre site at 25 Union St, and **Enfield DPW**, two parcels at 7 and 15 Shedd St. that total 2.2 acres. Each of these sites are in census tract 9615 and are suspected to be impacted by hazardous substances including solvents, PAHs, and metals, and/or petroleum from historical operations and disposal in addition to hazardous building materials.

c. Identifying Additional Sites

If grant funds remain after work on the priority brownfields sites, additional sites will be identified in the region for assessment. We will work with NH DES and partner communities to add to our site inventory. The selection of sites will take into consideration certain criteria such as the site's proximity to municipal infrastructure, the potential for economic development through adaptive reuse, opportunity for housing, and the necessity for improved environmental and community health. Our Brownfields Advisory Committee will refine these criteria and use them to identify and select additional sites. Community partner resources will also be leveraged to identify additional sites. For example, the City of Claremont was recently selected for UCONN's Municipal Assistance (MAP) program to perform a throughout inventory of Brownfields throughout the City, which will be an integral tool for identifying additional sites.

Revitalization of the Target Areas

d. Reuse Strategy and Alignment with Revitalization Plans

The plan for the Claremont **Sullivan Machinery** property is to develop a City greenspace for recreation and public events on the north side of the river and housing/mixed-use opportunities on the south side of the river. This site connects by pedestrian bridge across the Sugar River to the industrial area of downtown and other potential brownfield sites. The **Topstone Mill** site in Claremont is planned to expand uses within its 90,000 square foot space to provide more retail/commercial and new housing. Enfield has recently focused on adding additional housing to the town and is currently seeking developers to repurpose their **Fire Station** and **DPW** sites.

Brownfields continue to negatively impact our target communities, influencing property values and thus tax revenue, and decrease the appeal for residents and businesses to move to downtowns. The blight associated with

many of these sites leads to the surrounding neighborhoods taking on the same run-down appearance. This has deterred investments into the housing stock and keeps home values chronically low. Our Brownfields Program will play a critical role in implementing these Plans by providing funding to incentivize developer interest who would otherwise walk away from the liability associated with redeveloping contaminated sites. Continuation of our Brownfields Program would help us achieve specific goals in the UVLSRPC’s Sustainable Communities Regional Planning Project and provide a critical component towards the implementation of local master plans in these communities as they transition from industrial to diversified economies. The 2015 Regional Plan, the 2023 Regional Housing Needs Assessment, 2017 Claremont Master Plan, and the 2022 Enfield Master Plan have made downtown in-fill development of safe, affordable residential and commercial uses a goal to reuse valuable lands, conserve green space outside the downtowns, direct population growth near transportation, commercial resources, and public water and sewer.

e. Outcomes and Benefits of Reuse Strategy

Due to site selection criteria, anticipated outcomes of the currently proposed redevelopment will include 1. watershed protection and the creation of waterfront green spaces in both municipalities, 2. the creation of new affordable housing and commercial spaces at underutilized property, 3. the preservation of historic buildings, 4. increased property values and thus tax revenue, 5. the creation of jobs both during the assessment and the following cleanup and redevelopment, as well as anticipated new commercial enterprises; and 6. renewable energy facilitation. As an example, the owner of the Topstone Mill has planned to incorporate **solar panels** during redevelopment and several other opportunities to expand **solar** will be pursued during redevelopment of the mill and industrial districts.

Our Brownfields project focuses primarily on abandoned or underutilized properties and no direct displacement of residents or businesses resulting from redevelopment is expected. However, the potential for any future direct or indirect displacement through gentrification will be addressed by developing a plan including metrics to evaluate displacement potential by our Brownfields Advisory Committee. Each potential brownfield site will be evaluated individually.

Strategy for Leveraging Resources

f. Resources needed for Site Reuse

Redevelopment of sites will be leveraged by municipal support and the local Regional Development Council - Grafton Regional Development Corporation (GRDC). The target community of Claremont add further leverage with tax incentive programs, including the Community Revitalization Tax Relief Incentive and the designated Economic Revitalization Zones. These programs focus on improving downtown areas and historic districts. The UVLSRPC receives approximately \$100,000 annually through dues from its member communities. While dues revenues fund the administrative expenses of UVLSRPC, a portion of the funding will be used to leverage programs that bring additional resources to the region and provide technical assistance to our communities. The UVLSRPC has committed five percent of dues funding during the grant period to further the development of our Brownfields program.

NHDES administers Brownfields Revolving Loan Funds for cleanup and can make these funds available for eligible sites. Due to the previously described economic conditions, communities in the region have limited ability to draw on other sources of funding; however, brownfields assessment funding can lead to the leveraging of private cleanup and redevelopment resources. Known secured, pending, and potential resources that will/can be leveraged as part of this grant program include:

Source	Purpose/Role	Amount (\$)	Status
UVLSRPC time	To continue program	\$ 5,000	Secured from member dues
Volunteer Time	Advisory Committee Members, in-kind	\$ 5,000	Pending number of meetings and attendance
NHDES Brownfields Assessment	Assessment for municipally-owned sites	Site Specific	Potential
NHDES Petroleum Reimbursement Prog	Assessment and cleanup of identified petroleum impact sites	Site-Specific up to \$2M	Potential if petroleum contamination is identified

NHDES Brownfields RLF	Cleanup Funding	\$500K	Potential
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g. Use of Existing Infrastructure

Both Claremont and Enfield have public water, sewer, and stormwater services, and Claremont has natural gas infrastructure in the target areas and at the priority sites of the grant. They also contain existing road infrastructure and multimodal transportation hubs including sidewalks, bike lanes and rail trails. Successful assessment and redevelopment of brownfields in these areas will utilize this existing infrastructure resulting in cost savings for the redevelopments.

2. COMMUNITY NEED AND COMMUNITY ENGAGEMENT

Community Need

a. The Community’s Need for Funding

Claremont is a small community with a population of 12,949 and Enfield is a micro-community with a population of just 4,465 (U.S. Census Bureau), both having limited capacity to manage and fund projects of this scope. For both Claremont and Enfield, the combination of manufacturing job loss, declining population, unanticipated expenses due to recent extreme weather events and major flooding (2017 & 2021 rainstorms, 2011 Irene, and 2005 Katrina), persistent low median household income, and depressed home values have left the communities with the need for economic recovery but the inability to fund the process. This pressure has been further exacerbated by brownfields that need assessment and redevelopment to rebuild the tax base. **The poverty level in Claremont of over 15% and 18.6% of the student population being eligible for food stamps are both at least twice that of the State, with Enfield also having a high poverty rate of 13.2%.** Claremont’s median household income (MHI) is also 43% and 31% lower than the state and national averages, respectively (2023 ACS 5-Year Estimates). Claremont has held the highest property tax rate in the State at \$42.66 per \$1,000. A property recently gifted to the City of Claremont required a one million-dollar cleanup cost, where the only payment option was by the taxpayer. Due to significant cuts in state and federal funding and reductions in municipal budgets, the already high property taxes and poverty rate, there is no additional funding to implement controls to protect these neighborhoods from the negative impacts of brownfields.

The brownfield sites in the target communities of Claremont and Enfield are both a cause and symptom of the economic challenges presented above. From 2002 to 2012, Claremont lost 14 manufacturing establishments, a decline of more than 50% of manufacturing jobs went along with that and by 2012 the average annual salary for the remaining jobs dropped by more than \$10,000. As a result, Claremont has limited in-house capacity to implement brownfields projects and need the technical assistance and administrative support from UVLSRPC. Enfield, likewise is a small municipality with limited staff capacity. Yet, as noted in the priority site section, several sites exist for positive community redevelopment. To move these sites forward, the Town requires administrative and technical assistance from the planning commission and a QEP. UVLSRPC relies heavily on leveraging state and federal funding to implement our mission which can be fulfilled by this grant.

b. Health or Welfare of Sensitive Populations

The target areas have high numbers of sensitive populations including teen mothers, young children, elderly populations, low-income households, persons with disabilities, and homeless individuals. Sullivan County has the highest teen birth rate in the state at 27 per 1000. Additionally, according to 2023 ACS 5-Year data, Enfield has a higher population of residents in sensitive age categories of under age 5 (6.8%) and over age 65 (28.7%) compared to the state (4.6% and 19.5%, respectively). Compared to the nation, Claremont also has a higher elderly population (over age 65) of 19.6%. Residents living below the poverty level in Enfield and Claremont reach 13.2% and 15.2%, respectively, both much higher than the state average of 7.2%; 14% of households in Claremont also receive food stamps/SNAP compared to 6% statewide and 12% nationally (2023 ACS 5-Year Estimates). Claremont also has 18% persons with disabilities compared to 13% in NH. These sensitive populations are vulnerable to the impacts of brownfields and otherwise contaminated and hazardous properties. Much of the downtown area of Claremont are characterized by underutilized properties and old/substandard housing stock that lack continued investment and maintenance, which have devolved to deteriorating buildings and blighted properties. Additionally, many of these properties contain lead paint, which

poses an additional threat of lead poisoning of children. The lead risk is also correlated with various difficulties associated with low-income such as the percentage of homes constructed before 1950 (Claremont 44.7% and Enfield 23.8%), the percent of the children under age five in rental units (Claremont 63.5% and Enfield 45.1%) and the percent children under age five living in poverty (Claremont 33%) (*NH DHHS Data Portal*). These underutilized properties also likely contain other hazardous materials, including asbestos, PCBs, chlorinated solvents, and mercury. This project will catalyze the assessment and subsequent remediation needed to create new employment opportunities, and affordable safe housing and green spaces, reducing exposure of sensitive populations to lead and other contaminants. The Claremont target area includes a chlorinated solvent plume traveling under a residential area (Topstone). In the Claremont schools, 50.8% of students receive free or reduced lunch.

Claremont also struggles with other poverty related issues, such as high rates of asthma, substance abuse, and generally higher crime rates than surrounding towns. Claremont is particularly plagued with a negative public perception caused by media highlighting these consistent negative issues. The City's leadership is determined to change these perceptions. Action that creates visible change is provided through the Brownfields Assessment program. This grant will help to improve public safety and welfare, and provide the community with the opportunity to seek reinvestment into the local economies by funding the assessment of the vacant and blighted properties in the downtown area, spurring their future cleanup and redevelopment.

c. Greater than Normal Incidence of Disease and Adverse Health Conditions

Claremont and Enfield are disproportionately impacted by adverse health conditions, which are exacerbated by the large number of brownfield sites located within these communities. Sullivan County, with double the number of children compared to the rest of the region, experiences an elevated blood lead level crisis. Claremont is one of the 23 municipalities in the state designated as a high-risk community for elevated lead levels. Elevated lead, especially in children, is cause for concern where there is a lack of local resources for maintenance, ability to implement upgrades, or conduct education outreach about minimizing lead exposure, as is the case in these target areas. *In a Claremont testing, 9% of one-year-old children and 22% of 3-5 year-old children were found to have elevated blood lead levels; this is the highest percentage in the state.* Lead contamination is suspected at the priority brownfields sites, which are densely surrounded by neighborhoods with children and pose an additional threat of lead exposure to this sensitive population. The asthma rate in Sullivan County (64 per 100K pop) is also substantially higher than the State (40 per 100K pop) (*Source: 2021 Valley Reg Healthcare Assessment*). Additionally, Sullivan County and Grafton County have higher rates of cancer (10.5% and 10.2%, respectively) compared to the nation (9%) (US CDC PLACES). More specifically, according to the US CDC, census tracts 9758, containing the Topstone Mill site, and 9759.01, containing the Sullivan Machinery site, experience asthma at rates of 11.5% and 11.7%, respectively, higher than the national average of 10.5%. Tract 9759.01 also has a much higher rate of chronic pulmonary respiratory disease (10%) compared to the nation (8.5%). Sullivan and Grafton Counties also face higher prevalence of birth defects that can be caused by environmental exposures. Per 10,000 births, Sullivan County has a prevalence of cleft lip of 4.16 compared to 3.29 statewide, and of hypospadias of 58.77 compared to 50.48 statewide. Grafton County also has a higher prevalence of hypospadias compared to the state (58.77). (US CDC National Environmental Public Health Tracking Network). These adverse health conditions are worsened by the presence of brownfield sites in these communities, contributing to potential exposure of these already vulnerable populations to heavy metals, PAHs, chlorinated solvents, and hazardous building materials.

d. Impoverished/Disproportionately Impacted Populations

Our target communities are home to high percentages of at-risk populations, including low-income, elderly, children, and persons with disabilities. Both Claremont and Enfield have poverty rates well above the state average (15.2% and 13.2% compared to 7.2%), and the MHI in Claremont falls 43% below the state average. In addition, Sullivan County has the highest teen birth rate in the state at 27 per 1000, which may contribute to the perpetual cycle of poverty. With 156 brownfields located in Claremont alone, these residents face disproportionate impacts of this area's intense industrial past. Compared to other communities in the

nation, tract 9758 is in the 82nd percentile, 72nd percentile, and 79th percentile for proximity to potentially hazardous and toxic sites, Toxic Release Inventory (TRI) sites, and Risk Management Plan (RMP) sites, respectively, and the 82nd percentile for lead paint (housing built pre-1980) (US CDC ASTDR). By assessing, cleaning up, and redeveloping sites within our target areas we can help create new units of safe and affordable housing, green space in the otherwise built environment in the City of Claremont, and opportunities for business development resulting in an influx of jobs to help break the cycle of economic decline these communities face.

Community Engagement

e. Project Involvement AND

f. Project Roles

The UVLSRPC Brownfields Program will continue to be supported by our Brownfields Advisory Committee in addition to the following community partners (next page) who have been invited to join our BAC and/or to provide direct input into projects in our target areas.

Partner	Point of Contact	Role in Project
UV Business Alliance	Tracy Hutchins 603-448-1203 uvba@uppervalleybusinessalliance.com	<i>Assist RPC in generating interest within the business community.</i>
Grafton Regional Development Corp	Anne D. Cooley 603-536-2011 connect@graftonrdc.org	<i>These entities will assist with the creation of businesses, provide low interest loans for businesses to create new jobs, train employees, expand physical infrastructure and assist with debt restructuring that will lead to retaining or expanding employment at brownfields sites.</i>
Upper Valley Land Trust	Jeanie McIntyre 603-643-6626 ContactUs@uvlt.org	<i>UVLT is the largest land trust in the region. They will assist by engaging citizens in making the connection to sustain a vibrant economic base and preserve the natural setting with which northern New England is identified.</i>
Vital Communities	Sarah Jackson 802-291-9100 sarah@vitalcommunities.org	<i>This non-profit organization works to engage citizens in community life and to foster the long-term balance of cultural, economic, environmental and social well-being in our region. They will lend civic engagement in the program.</i>

g. Incorporating Community Input

Community involvement has been critical to our success and is a direct result of the effort we put into program awareness and outreach. The UVLSRPC will continue to implement a meaningful community involvement program using previously successful methods of direct outreach including presentations to municipal decision makers, public forums to increase awareness, neighborhood meetings, and one-on-one meetings with landowners. We will continue to maintain, develop and update our website with specific accomplishments and brownfields information. UVLSRPC will create press releases for local newspapers about the program’s accomplishments.

There will be public meetings in every community where assessments will or have occurred, with both in-person and virtual (i.e., live streamed via Zoom, Teams, etc.) attendance options to solicit input from the community and update residents on project progress. These will be noticed by municipal and UVLSRPC websites, any municipal “list serve,” Facebook, the UVLSRPC newsletter, local newspapers, radio, flyers in frequented locations, and community access television to accommodate all residents in our communities and their communication preferences. Contact information will be provided for those unable to attend meetings and for follow-up conversations, to allow for input to be responded to. We will also respond to feedback during the meetings and consider a public forum on the website to solicit and respond to feedback – as well as the potential

for direct mailing of feedback forms for elderly residents. Updates on progress will be primarily circulated through websites, social media, and newspaper reporting. As cleanup and redevelopment planning occurs, cleanup plans will also be disseminated to the target community to solicit input and comments that can be incorporated into the projects.

3. Task Descriptions, Cost Estimates, and Measuring Progress
Description of Tasks/Activities and Outputs

Task 1 – Cooperative Agreement Oversight	
a.	Project Implementation: EPA-funded tasks/activities: Since UVLSRPC has an existing Brownfields program, the following tasks will continue to be conducted as part of this assessment program and are anticipated to be completed within the 3-year duration of the cooperative agreement. UVLSRPC will publish an RFP, then contract and oversee a QEP. Selection of QEP services will comply with the fair and open competition requirements of 2 CFR 200, 1500 and 40 CFR 33. We will perform the required reporting and record retention, and manage technical tasks associated with the program including ACRES Property Profile Form for each priority site and quarterly ACRES updates. Project financial reporting, including Quarterly Progress Reports and annual and final Federal Financial Reports, and MBE/WBE utilization reports. We will send two staff members to the National Brownfields Conference. Non-EPA grant resources: UVLSRPC will provide in-kind staff time for project needs beyond budgeted EPA-funded activities.
b.	Anticipated Project Schedule: Procure QEP Summer 2026, with pre-award funding requested. Kick off program October 2026. Quarterly Reports submitted within 30 days after end of each reporting period. Annual FFR and M/W/DBE reports submitted by October 30 of each year. ACRES updated when assessments are started/completed, new information becomes available and major milestones. Quarterly BAC meetings, monthly reporting to UVLSRPC Board of Commissioners. Final Closeout reports submitted within 90 days after the end of the CA.
c.	Task/Activity Lead: John Haffner, Project Manager Meghan Butts Exec. Director, BAC with help from the QEP who will provide technical & programmatic assistance, including eligibility, QRs, ACRES, etc.
d.	Outputs: (16) Quarterly Reports, Annual FFR & DBE Reports, (1) Final Report, ACRES updates; (16) BSC and RPC Board meeting and minutes; (4) Access Agreements and Eligibility Determinations; RFP for QEP; Procure QEP; Grant Drawdown requests; Attend National Brownfields Conference
Task 2 – Community Engagement and Site Selection:	
a.	Project Implementation: EPA-funded tasks/activities: UVLSRPC will reconvene the existing BAC and solicit new members as appropriate for our target communities. After assessments are complete, UVLSRPC will coordinate Phase II ESA results sessions in the targeted communities to inform municipal staff and the general public. Identifying Additional Sites: In a coordinated effort by UVLSRPC, NHDES, the QEP, and the BAC, the existing site inventory will be updated, additional targeted one-on-one community meetings will be conducted, and new sites will be selected for assessment. Potential new brownfield sites will be identified through a combination of windshield surveys, regulatory file reviews, one-on-one meetings with key municipal officials, and at BAC and other regular meetings. Evaluation criteria for selecting additional priority sites will include municipal support, level of threat to health, safety, and environment; potential job creation by redevelopment, participation by other funders; magnitude of value added to property; on-site and neighborhood historic preservation benefits, environmental justice, housing benefits, and enhancements to life quality such as green space and recreation in order to promote additional community services. Non-EPA grant resources: UVLSRPC will provide in-kind staff time for project needs beyond budgeted EPA-funded activities.
b.	Anticipated Project Schedule: Brownfields Advisory Committee will convene October 2026. UVLSRPC staff, advisory committee and QEP will host at least 4 public meetings, two in each target area between Spring 2027 and Spring 2028.

c.	Task/Activity Lead: John Haffner, Project Manager will lead community outreach with participation from the BAC. QEP will assist with inventory and site selection, attendance at community and BAC meetings, and other engagement activities.
d.	Outputs: 2 new BAC members; 3 BAC meetings; updated site inventory; 4 community meetings held; various outreach documentation; site access agreements; eligibility approvals
Task 3 – Phase I & II ESAs	
a.	Project Implementation: EPA-funded tasks/activities: Based on our existing inventory and scale of the Sites to be assessed, it is anticipated that Phase I ESAs will be conducted in accordance with ASTM 1527-13 (an/or ASTM 1527-21) and EPA’s “All Appropriate Inquiry” rule, SSQAPPs will be prepared, and Phase II ESAs will be conducted in accordance with ASTM 1903-19, and all reports will be provided to NHDES for review and comment. Non-EPA grant resources: UVLSRPC will provide in-kind staff time for project needs beyond budgeted EPA-funded activities.
b.	Anticipated Project Schedule: Phase I/II’s will run January 2027 – July 2030.
c.	Task/Activity Lead: QEP with RPC and BAC support
d.	Outputs: 8 Phase I’s; 5 SSQAPPs; 5 Phase II’s; Sec 106 SHPO approvals, as applicable
Task 4 – Cleanup and Reuse Planning	
a.	Project Implementation: EPA-funded tasks/activities: UVLSRPC will coordinate the preparation of cleanup and reuse planning documents to support private cleanup and redevelopment work or pursuing other public and grant funded opportunities for projects. Data from Phase II ESAs will be used to develop an Analysis of Brownfields Cleanup Alternatives (ABCA), which will identify cleanup approaches and estimate costs for remediation and/or reuse options. In addition, it is planned that some specific reuse planning and visioning will be conducted on the Claremont Sugar River Park and downtown Enfield. Non-EPA grant resources: UVLSRPC will provide in-kind staff time for project needs beyond budgeted EPA-funded activities.
b.	Anticipated Project Schedule: April 2027 – September 2030. All grant activity will be completed by September 30 th , 2030.
c.	Task/Activity Lead: QEP. UVLSRPC staff will review reports and incorporate into planning documents where appropriate.
d.	Outputs: 7 ABCA/RAPs with meeting documentation and designs. Master and regional plan document revisions where appropriate.

b. Cost Estimates and Outputs

Costs for each task are summarized in the table below and developed by the subsequent estimates.

Budget Categories		Task 1: Coop. Agreement Oversight	Task 2: Comm. Engagement & Site Selection	Task 3: PH I/II ESAs	Task 4: Cleanup and Reuse Planning	Administrative	Total
Direct Costs	Personnel	\$12,050	\$29,320	\$3,500	\$12,600	\$10,092	\$67,562
	Fringe	\$5,203	\$12,659	\$1,511	\$5,440	\$1,119	\$25,932
	Travel	\$2,933	\$145	\$181	\$91	\$0	\$3,350
	Supplies	\$185	\$233	\$198	\$90	\$1,200	\$1,906
	Contractual	\$12,500	\$12,500	\$320,000	\$56,250	\$0	\$401,250
Total Direct Costs		\$32,871	\$54,857	\$325,390	\$74,471	\$12,411	\$500,000
Indirect Costs		0	0	0	0	0	0
Total		\$32,871	\$54,857	\$325,390	\$74,471	\$12,411	\$500,000

Task 1 - Cooperative Agreement Oversight: Costs are Executive Director \$66/hr x50hrs=\$3,300, Project Manager 35/hr x250hrs=\$8,750, Fringe Executive Director=\$1425, Project Manager=\$3,778 Travel 150 miles at \$0.725 per mile (\$94); Two people attending Brownfields Conference: airfare (\$600 RTx2 = \$1,200), hotel (\$150/nightx3nightsx2 = \$900) meals (\$54/dayx3daysx2 = \$324) and registration (\$200x2=\$400); and Supplies \$185 (copies, toner, postage). QEP contractual costs are estimated at 100 hours at \$125/hour=\$8,750 to assist with reporting, ACRES updates, and general grant coordination.

Task 2 - Community Engagement and Site Selection: Costs are Director \$66/hr x20hrs=\$1320, Project Manager \$35/hr x800hrs=\$28,000, Fringe Executive Director=\$570, Project Manager=\$12,089 Travel 200 miles at \$0.725 per mile (\$145), and \$233 for document production supplies (copies, toner, postage). QEP contractual time is estimated at 100 hours at \$125/hour (\$12,500) to assist with inventory and site selection, attendance at community and BAC meetings, and other engagement activities.

Task 3 - Phase I/Phase II ESAs: Costs are Project Manager \$35/hr x100hrs=\$3,500; Fringe Project Manager=\$1,511 Travel 250 miles at \$0.725 per mile (\$181); \$198 for document production Supplies (copies, toner, postage); QEP contractual costs are estimated at approx. \$5,000 for each Phase I ESA (x8=\$40,000 total) and \$40,000 for each combined SSQAPP/Phase II ESA (x5=\$280,000 total)

Task 4 - Cleanup and Reuse Planning: Costs are Project Manager \$35/hr x 360hrs=\$12,600; Fringe Project Manager=\$5,440 Travel 125 miles at \$0.725 per mile (\$91); \$90 for document production Supplies (copies, toner, postage). QEP expenses (contractual) are estimated at \$6,250 per ABCA/RAP (x5=\$31,250) and an additional \$25,000 for cleanup, reuse planning, and visioning related QEP and other contractor tasks (e.g., market analysis, renderings, etc.).

Administrative: Costs are Finance manager \$100/hr x 75hrs=\$7,500, Office Manager \$32hr x 81hrs=\$2,592; Office Manager Fringe=\$1,119, and \$1200 for laptop.

c. Measuring Environmental Results

All outputs and outcomes of this program will be communicated to EPA through regular communication, BAC meetings, quarterly progress reports and ACRES information updates, and during community engagement events as will be detailed in UVLSRPC's grant work plan. UVLSRPC coordinates with the QEP on at least a monthly basis to track project progress and will perform any necessary corrective actions in order to ensure the assessment program remains on budget and is completed within the grant performance period. UVLSRPC currently tracks the program's progress and communicates to our BAC using a Trello© board, and with the assistance of our QEP tracks any project leverages including in-kind contributions, volunteer time, direct expenditures, and resulting project investments that will also be recorded in ACRES.

4. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE

Programmatic Capability

a. Organizational Capacity

The UVLSRPC was established in 1963 and is one of nine regional planning commissions in NH enabled through state legislation (RSA 36). The UVLSRPC is governed by a Board of Commissioners appointed by each of the 27 municipalities in the region. There are specific duties and powers of RPCs such as assisting towns with comprehensive planning, administering state & federal grants, providing education and training, and adopting a Regional Plan. UVLSRPC has the programmatic and administrative capacity to successfully manage and complete this grant within the 4-year performance period. UVLSRPC has successfully managed over \$20 million in federal and state grants since 1963 and completed a number of federally-funded projects in the last three years, meeting all applicable reporting and financial management requirements in a timely manner. Our accounting system is Sage 50 with Sage TimeSlips as our time management system. Our Finance Manager, Anne MacEwan, is a Certified Public Accountant. The Executive Director, Meghan Butts will review all invoices, expenditures, and time sheets

b. Organizational Structure

The Project manager will work closely with the Brownfields Advisory Committee and the QEP to determine the priority of projects and a timeline to accomplish assessments. The project manager will report to the Executive Director and work with the Finance Administrator to make sure the financial and reporting requirements are met.

c. Key Staff

Meghan Butts, Executive Director, is currently and will continue to provide oversight for the Brownfields Assessment Program. Ms. Butts has more than eight years of experience managing federal and state cooperative agreements. She holds a Master’s Degree in Energy Policy and Climate from John Hopkins University. Anne MacEwan, Finance Manager, will continue to provide oversight related to accounting matters. Ms. MacEwan has over 15 years of experience and is a Certified Public Accountant. John Haffner, Planner, will act as Project Manager. He will manage all aspects of the Brownfields Assessment Program, including cooperative agreement oversight, reporting, and oversight of the QEP during assessment and cleanup planning projects. He has over 10 years managing projects in housing, transportation, and economic development with an M.S. in Community Development and a PhD in Geography.

d. Acquiring Additional Resources

If funding is awarded, UVLSRPC will procure additional resources to ensure successful completion of the project. These resources will include the services of a QEP contractor, and may include a range of other professionals, ranging from lawyers to economic analysts. All procurement will be conducted in accordance with UVLSRPC’s existing systems and policies, the Uniform Guidance at 2 CFR Parts 200 and 1500, and the EPA’s rules on participation by disadvantaged business enterprises (DBE) at 40 CFR Part 33. The procurement process and resulting contract(s) will be approved by the EPA and NHDES.

Past Performances and Accomplishments

e. Current/Previous EPA Brownfields Grant Projects

- (1) Accomplishments: Accomplishments: UVLSRPC has received three Brownfields grants (FY16, FY19, and FY23). To date, our Brownfields program has completed 16 Phase I ESAs, 10 SSQAPPs, and 10 Phase II ESAs, supplemental Phase II’s on 8 sites, and cleanup planning on 5 sites. Additional supplemental assessment and cleanup and reuse planning is necessary at many of our existing sites, which requires additional funding. To date, our program has leveraged over \$67 million of public and private funding for supplemental assessment, cleanup, and redevelopment work and created approximately 150 jobs. Each of these reports, associated completion dates, and leverages have been updated in ACRES.
- (2) Compliance with Grant Requirements: UVLSRPC received its first \$400,000 EPA Brownfields Community-Wide Assessment Grants for Hazardous Substances and Petroleum in 2016 a second grant for \$300,000 in 2019, and a third grant for \$500,000 in 2023 (grant period 7/1/23-9/30/27). No funds remained in the FY16 or FY19 grants. The current balance as of January 1, 2026, of funds was \$57,546.10 and all funds are expected to be expended in summer 2026. Funds are currently committed to assessments and cleanup planning, and additional funding is needed to complete additional Phase II ESA and cleanup planning activities at numerous sites on our priority list. We have consistently followed our Cooperative Grant Agreement terms and conditions as well as our Work Plan commitments, and we have successfully completed, financial status reports, Quarterly Reports, MBE/WBE reports on time as well as regularly updated ACRES.

FY26 EPA Community Wide Assessment Grant Application

Threshold Criteria

1. Applicant Eligibility

- a. The Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) is a political subdivision of the state of New Hampshire and is one of nine Regional Planning Commissions authorized under part of New Hampshire revised Statutes Annotated (RSA), Chapter 36.
 - ii. A copy of a portion of New Hampshire Revised Statutes Annotated, Chapter 36 is attached for documentation purposes (36:49-a provides status as political subdivision of the State).

2. Community Involvement

- a. During our FY2016 and FY2019 Brownfields Assessment Program and implementation of our FY2023 Brownfields Assessment Program, we have created a strong and sound structure from which we can continue to use with impact in the region. We (1) assembled a strong and diverse Advisory Committee; (2) selected a qualified environmental consultant; (3) established criteria for the selection of priority brownfields sites; (4) created a successful outreach program which resulted in submissions from seven different communities within the region; (5) To date, our Brownfields program has completed 16 Phase I ESAs, 10 SSQAPPs, and 10 Phase II ESAs, supplemental Phase II's on 8 sites, and cleanup planning on 5 sites. (6) enhanced the relationship between the UVLSRPC and these communities by helping them improve existing infrastructure for redevelopment.

The UVLSRPC has the capacity, the resources and the experience to effectively continue to administer and further implement an influential and impactful Brownfields Assessment program in our region. Here are some strategies to continue informing the public, our municipalities, and potential project partners of the proposed brownfields project:

Outreach Activity	Description
UVLSRPC Brownfields Web Site	We will continue to maintain, develop and update our website with specific accomplishments and brownfields information (https://uvlsrpcbrownfields.wordpress.com/).
Information Library & Repository	The RPC office provides access to hard copies of our documents including those for the Brownfields project.
Public and Private Meetings	We will continue to reach out through meetings to municipal decision makers, neighborhoods, and one-on-one meetings with landowners. Public meeting notices will be in our monthly newsletter and in local newspapers.
Monthly Newsletters	The RPC provides monthly newsletters to each of our 27 municipal leaders and any other subscribers. We will provide updates of our brownfields project in this newsletter.
Newspaper and Radio	We will provide a news release at the beginning of the project and advertise public meetings in the paper and local radio stations.
One-on-One Outreach	The RPC will visit with developers and business leaders about the program.
Social Media	The RPC has a Facebook page and Instagram and will share information about the project there.
E-mail and Local List Serves	The RPC and project partners will broadcast the project on their individual email networks as well as local email list serves.

4. Expenditure of Existing Grant

UVLSRPC currently has an EPA Brownfields grant awarded for FY23-27. The current balance as of January 1, 2026, of this grant was \$57,546.10 (see attached ASAP report). This drawdown is above the necessary 70% criteria. All funds are expected to be expended in summer 2026.

5. Contractors and Named Subrecipients

No contractors or subrecipients are proposed to conduct work as part of this application.