

**TOWN OF FAIRFIELD
GRANT WRITER COMMITTEE
MEETING MINUTES
November 2, 2009**

ATTENDEES:

Julie Wolcott
Amanda Forbes
Jason Booth
Kristen Hughes
Norman Menard

Location: Fairfield Town Office

The following narrative is a written record of those items discussed.

Convene meeting, roll call, and changes to the agenda

The above noted attendees were present at the meeting.

Grant Writer Report

The Grant Writer Committee is currently in the process of interviewing for a new grant writer. Interviews will take place over the next week and a new grant writer will be selected once interviews are completed.

Grant Updates

Ancient Roads

Carl Gleason has completed research for the grant, and the grant has been expended to date. Carl met with the selectboard to present his findings. Carl discovered that there are four (4) Town roads that are not currently on the Town Road map that should be added. These roads are not classified as Ancient Roads by definition. The selectboard will need to vote to add these roads to the town mapping. Carl plans to continue working on searching for Ancient roads on his own time.

Park and Ride

Amanda reported that the building portico has been completed. The only items that are left are line striping, wiring the lighting and some signage. This work will be completed in the spring with the remaining grant money.

VCRD

The GWC feels that a letter should be drafted and sent to VCRD. Kristen will draft this letter and for review and the letter will be given to the selectboard for concurrence and signature.

Sidewalk Application

The application for the Sidewalk Feasibility Study has been completed with some updates from NWRPC. Amanda submitted the application. VTrans should respond early next year.

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Farmers Market

There was a September deadline for a response. Amanda has not received any response to date.

Village Designation Application

An application for Village designation has been prepared, however cannot be submitted until the Selectboard accepts the new Town Plan, which has not happened to date.

Other Business

Julie will bring a card to the next meeting for the GWC to sign thanking Brian for his efforts as the Grant Writer.

With no other business the meeting was adjourned. **The next monthly meeting is scheduled for November 30, 2009 at 7:00 p.m. at the Fairfield Town Office.**

The above narrative is a record of those items discussed at this meeting. Any discrepancies, errors or omissions shall be brought to the attention of the preparer, in writing, within five (5) working days of the receipt of these meeting minutes or they will be assumed to be accurate in all detail.

Respectfully Submitted,

Jason Booth

CC: Attendees
David Howe
Melissa Manson
Michael Malone
Rick Haag
Greg Christie