

**TOWN OF FAIRFIELD
GRANT WRITER COMMITTEE
MEETING MINUTES
September 8, 2009**

ATTENDEES:

Julie Wolcott
Amanda Forbes
Jason Booth
Kristen Hughes
Rick Haag

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 meeting was called to order at 8:00 a.m. The above noted attendees were present at the meeting. A copy of the agenda was distributed, item number 2 was changed to read "Approval of Minutes from August 3, 2009 meeting". The meeting minutes for the 8/3/09 meeting were approved.

Grant Writer Report

Grant writer not in attendance. Nothing to report.

New Members and Reorganization of Officers

Jason will be responsible for meeting minutes, and agenda, and Kristen will be the alternate for these duties.

Grant Updates

Ancient Roads

Carl Gleason is currently working on mapping the roads. Carl is locating the Class IV roads based on deed information and placing this information on the map. This work needs to be completed prior to January 2010. Carl has found four of these roads to date. Once these roads have been identified, the Selectboard will make a decision as to whether these roads are to become Town roads.

Park and Ride

Amanda reported that the building portico has been started. Once the portico is finished the line striping for the parking lot can be completed. The signs for the park and ride have been ordered, and will be installed once they arrive. The new power pole has been set, however still needs to be energized.

Common School

Nothing new to report.

Grant Writer Committee
Meeting Minutes
September 8, 2009

Municipal Sewer

The town received a letter indicated that Municipal Planning Grants are not available any longer. Brian is still looking into other funding options, American Reinvestment and Recovery Act funding, Vermont Community Development, and USDA/RD.

VCRD

Julie encouraged the newer members to take a look at the VCRD website and familiarize themselves with the program. At the next meeting the group can discuss whether it makes sense to pursue the assistance of VCRD.

Sidewalk Application

Julie indicated that there was a TAC meeting at Northwest Regional Planning on September 10th at 7:00 p.m. and communities intending on submitting an Enhancement Grand Application are encouraged to attend. Someone from the committee needs to attend. Jason indicated that he was available to attend if necessary. Julie will contact Greg and Brian to see what their availability is and if they are not available then Jason will attend.

Community Kitchen Update

Nothing to report.

Grant Writer Budget

A discussion regarding increasing the grant writer budget was held. Budget increase requests for the grant writer position will have to be determined on a year to year basis, if necessary at all.

Other Business

Rick would like to pursue further grants to improve the recreation department for the Town of Fairfield. Rick asked how he could find grants for the committee to discuss. Kristen and Julie recommended a few websites where grants can be located; however subscriptions to these sites may be necessary. Amanda will look into this and get back to the committee.

With no other business the meeting was adjourned at 8:45 p.m. **The next monthly meeting is scheduled for October 5, 2009 at 7:30 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
Norman Menard
David Howe
Melissa Manson
Michael Malone