

TOWN OF FAIRFIELD
GRANT WRITER COMMITTEE
MEETING MINUTES (draft)
February 1 , 2010

Attendees:

Julie Wolcott, Nance, Greg Christie, Denise Smith, Jason Booth, Mike Malone, and Kristen Hughes

Location:

Fairfield Town Office

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

Meeting convened at 7pm, Agenda approved with revisions.

Review of January 4, 2010 Minutes, Minutes Approved.

Grant Writer Report

- Completed and submitted two grant applications this month.
- The Generator Grant was submitted on January 28th. Both the school board and selectboard approved up to \$10K match for the grant.
- The Recreational Trails grant was also submitted in the middle of the month. The final inkind match was about 40% with inkind skilled labor and services. Town agreed to be reimbursed upon receipt of the grant. The associated application to VYCC met VTrans guidelines which may help up in future applications. The review committee meets mid February. The Review Committee would benefit from an updated response to a request for permit review and summer pictures of the proposed trail location. The Town Clerk has copies of both grants on file.
- Met with the School Board. The board was receptive to the new grant writer and approved a warning of \$3000 to support the position.
- Met with the Selectboard who continues to be supportive of her work.
- Met with the FCC and sat in on the first of their new youth programming; Denise located information on VT Community Foundation Grants
- Would like to mee with the Library Board

Julie to follow up on permit review, Mike to send playground pics to Denise

Grant Writing Committee Member Update

Welcome Nance as the newest member of the Grant Committee! *Please add her to email correspondances!*

Grant Updates

a. Rec Path - See Above. Julie to solicit community members for Recreation Trails Committee membership. *Perhaps those interested in Ancient Rds, MRBA, Fairfield Pond, RailTrail? Gil Newbury - Fairfield resident VTrans connection*

b. Generator Grant - See Above

c. Art in Fairfield - Kristen needed to make modification for Letter of Intent based on availability of VFL exhibits

6. Outstanding Grant Applications

a. Fire Station (Sept 2010)

b. Sidewalk Feasibility

c. Sewer Feasibility

d. VCRD (Remove until mid summer)

e. Park and Ride (check in Spring, paint lines)

7. New Business

- Library Grants (looking for ???, Discussion about where the library stands...Denise to be looking for construction funding for a new stand alone, slab on grade library purposely built building...private foundation support?)
- Basketball...Denise and Kristen look at next month
- Sewer Committee... We need a committee as the first step for municipal sewers to determine public interest. Public will need to be pooled to establish interest, draft concerns and issues, and find and identify potential problems. This committee should have 1-2 selectboard members (they need to have authority to make decisions without going back to Selectboard first - decisions such as moving forward with state, design options with consultants, and alternatives...not monetary decisions, but small decisions to make progress and narrow down choices) Community involvement is crucial. East Fairfield has a few interested people already. Representation from both communities is needed. First, it must be determined what the service area is for both areas (perhaps the already defined water district). The Committee is fairly structured committee adhering to Roberts Rules including 5 -7 people total. It will need to have a full board when they meet. Rural Development has money that they need to spend ASAP (need positive bond vote, environmental doc, feasibility study for sept) (possibly solicit businesses in service area also?) Jason can provide Greg with talking points so that Greg can further inquire from Selectboard investment.
- Vermont Community Development Program Workshop - We support Denise to go.
- Fairfield Pond Association Grants - Julie spoke with Sally Calliopy who submitted a recent watershed grant. They are very interested in working together, would like to wait to see what the outcome is for the grant. Julie to ask Brian Jerose what river monitoring grants he has applied for and perhaps update us on Black Creek needs. Julie to invite Fairfield Pond Association (consider speaking to Brian Dubie who is a large landholder on Fairfield Pond).

Perhaps these entities can provide guidance for the committee - can they provide us a wish list of needs?

- Town Truck...loan program 4/15 deadline...town has a truck fund...plow for swanton, enosburg...denise to call about more info..
- Village Designation. Still have not found existing file. Selectboard approved application for both villages (Julie to call Brian to see if he has anything. Denise will look into a fresh application. It is an ongoing submission. Denise will look into for this month.
- Common School - lift? elevator? Denise to check on one source...

8. Review Town Project List

Google docs will host our Project List. Committee will sign up for Google accounts...Kristen will send out invitation for Project List...(Mike, Nance, Jason, Julie, Denise, Greg, Kristen). Kristen and Denise to create a draft Project List to present to committee for scope of work...the the Project List will be presented to the Selectboard...

9. Grant Writer Job Funding

- School board is warning \$3000, Library \$2500
- Needs: new roof (for school and town hall and emergency center), improved ventilation, Mike to give needs list to Denise

10. Other Business

- Submission to Town Newsletter (Jason) solicit members for Rec Trails Com and Sewer Com - please send submissions to John Dasaro
- Free energy audit available to a community building - Selectboard choice? Community Center?
- Kristen to contact Rick for a wish list? Greg to talk about fire truck and to ask for fire truck needs?
- Small grants (Grassroots Env Fund) individual entities can apply for...
- VT Comm Foundation Grant for FCC operations money...Application due Feb 28th...Denise requested time to refine grant...not alot of operational funding...perhaps the Playground Committee would consider sharing Calcutta profits/expenses...Denise to look for additional program funding..

11. Next Meeting March 1st (Denise Bday) at 7pm Fairfield Town Offices

- Amanda to provide financial report for Grant Writer Position
- Grant Writer funds leftover funds...can they be used as small match resources...

Adjorned 8:55pm