

**TOWN OF FAIRFIELD
GRANT WRITER COMMITTEE
MEETING MINUTES
July 6, 2009**

ATTENDEES:

Julie Wolcott
Brian Duprat
Amanda Forbes
Jason Booth

Location: Fairfield Town Office

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

Convene meeting, 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 and no changes were made. The meeting minutes for the 6/1/09 meeting were approved.

Grant Writer Report

Brian Duprat reported that the Save Our History Grant was submitted. The intended use of this grant is for recording and documentation of historical accounts of the Town of Fairfield, and includes the purchase of equipment necessary for facilitating such record.

Brian is currently working on a grant for a new Fire Station. This grant is due on July 10th. Brian has received necessary feedback from Amanda regarding budgeting information, however still needs specific information regarding fire emergency statistics from the Fire Department.

Grants for the municipal sewer are still being discussed. There is a municipal planning grant available through the State of Vermont for a feasibility study.

New Members/Reorganization/Officers

Julie reported that she had made contact with a few people and that Rick Haag is interested in participating.

Report from Selectboard

The selectboard need to add Rick Haag and Jason Booth as Grant Writer Committee members. The selectboard will need to review and approve the Grant Writer contract and revised job description.

Other Updates

Ancient Roads:

The missing book was located by Bill Hannon and copied. Bill will be printing maps for use in identifying and locating the ancient roads. Once the maps are ready Carl Gleason will take over

the planning and oversight of the ancient road project. Gerry currently has in her possession the binder of roads, which is required to be located in the Town vault at all times. Gerry will be contacted and asked for the return of this binder.

Amanda applied for additional funding for the Ancient Roads project and received an additional \$1,500 in grant monies. However, there is still grant money remaining from the original grant that must be spent first.

Park and Ride:

The Town has received quotes for paving and lighting. An electrician(s) will need to be contacted for quotes to perform the installation of the proposed lighting. The grant awarded for the Park and Ride was in the amount of \$15,000, with the current quotes received for the paving and lighting, there are remaining funds available to be spent. Amanda has confirmed that these remaining grant funds can be used for sidewalk, or other improvements directly related to the Park and Ride.

Common School:

Before painting of the Common School the paint will be tested for Lead. John Godin did not submit a quote for the painting work.

The windows and sills are currently being repaired, including painting. The pillars at the entrance will also be repaired and painted. There has been a request to paint two additional windows. Allied windows can provide replacement splines for the windows.

Municipal Sewer:

Chuck Goodling of Dubois and King visited for a tour and to meet with the selectboard. D&K presented a packet to the selectboard regarding the municipal sewer study. As noted above the Town is considering pursuing a municipal planning grant for this study.

VRDC:

No update.

Sidewalk Application:

This grant application is due in September. Brian is planning on meeting with a representative for VTrans to discuss and review the prior grant submittal. This grant application will be submitted again.

Fire Station Grant:

This grant is to be submitted on July 10th. See notes above.

NIMS and Emergency Plan:

No new updates.

Agenda Items for Next Meeting

Update of Grant Writer budget.
Farmers Market update.
Community Kitchen update.

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Other Business

With no other business the meeting was adjourned at 6:10 p.m. **The next monthly meeting is scheduled for August 3, 2009 at 8:00 a.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, 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
Town of Fairfield Selectboard