

Old White Meeting House 2.0 - Community Development Block Grant (CDBG)

Notes from February 3,2020

Committee Members Present: David Carter-Chair, Greta Brunswick-NRPC, Taylor Newton-NRPC, Mary Harwood-Harwood Consulting, Emily Klofft-Intern NRPC, Sandy Gregg.

Committee Members Absent: Carol Tremble, Linda Seavey

Public Present: None

1. **Meeting began:** 9:00 AM at the Town Office
2. **Agenda Changes** - None
3. **Introductions** - Taylor is leaving NRPC and Greta B. is taking over NRPC roles.
4. **Minutes/Notes from December 9,2019 meeting:** Motion to approve by Mary H., seconded by Sandy G. Unanimously approved.
5. **Grant Funding Update:** Recap of actions taken by South Hero Selectboard regarding grant fund request into 2020-2021 budget. Will appear as Articles for voter approval.
6. **Discussion of next Community Development Block Grant (CDBG) Funding Steps:**
Greta will follow-up with a timeline.
7. **CDBG Deadline:** established target of September application round as April round is full. Working deadline of early July to get in the door ahead of time.
8. **Brownfield & Hazardous Waste Assessment:**
Greta B. described process for Town to complete application. She will email form(s) to David C.
9. **Waste Water Options Discussion**
David C & Jonathan Shaw, Selectboard Chair will talk with property owners and associated parties.
10. **Grant Writing:**
Mary H. discussed timing of grant writing and all concluded a 501C3 would be beneficial to set-up for maximum donor tax benefit.
11. **Record Keeping for In-Kind Contributions:** Anyone putting volunteer efforts into this project needs to track their time as this is important to show community support and is vital to grant writing proposals.
12. **New Issues & Timelines:** Greta B. will follow-up.
13. **Next Meeting:** April 7,2020 at 11:00 AM at Town Office.
14. **Adjourned** at 10:15 AM

Respectfully submitted,
Sandy Gregg, Scribe