

Grant Committee
Minutes August 5th, 2024

Emily Ruff, Lee Cattaneo, Steve Simpson, and Kevin Wilson (Guest) in attendance

1. Call to Order -
 - a. Ruff called the meeting to order at 7:00 pm
 2. Agenda Revisions
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 - a. Simpson asked to add incoming financials from past grants and FEMA to the agenda
 3. Approve meeting minutes -
 - a. Simpson made motion to approve, Cattaneo seconded, all in favor
 4. Review current grants in progress
 - a. MPG - Cattaneo prepared and released RFPs. These are coming into CVRPC through August
- 9th. If forms are correct, submissions will be forwarded to the Town for review. Grant Committee will review at 9/3 meeting and make recommendation to Selectboard to select on 9/9.
- b. MPM Scoping Study - Simpson received invoices for the work on this grant which were incomplete. Simpson working with Keith Cubbon from CVRPC to correct invoices to provide more accurate details and proper billing.
 - c. MERP - Simpson sent utilities to Lash; there was confusion about which accounts this data covers, so Ruff will clarify with Lash. Lash and Simpson are still trying to get past data from Conti. Simpson has a contact with Vermont Fuel Dealer Association who can assist in getting info from Conti and Gillespie if needed. Ruff will reach out to Lash to discuss EECBG and MERP on Tuesday August 6th.
 - d. HSIP - Selectboard needs to secure contractor for work to be completed no later than December 30 2024. Information was sent to Diane to print out the data for this grant for SB members. Simpson will add this to August 12th SB Agenda for review.
 - e. Park and Ride - Per Tina Bohl, a letter of extension to December 31 2026 is recommended. Ruff has drafted this and will send to Simpson. Simpson will add this to August 12th SB Agenda for review.
5. Discuss Potential Grants
 - a. PACIF grant was discussed. Simpson is working on reimbursement for last one, and working with SB for next application.
 - b. EEBG - Utility information was provided to Energy Coordinators. They will be reviewing this week to see if there is capacity to apply.
6. Other Business
 - a. Incoming Financials were discussed throughout the meeting, regarding how to trace where money is coming from and how to track it. The state portal is particularly challenging. Ruff is working on resurrecting the prior clerk's grant tracking spreadsheet to update it to the current grants the committee is working on.
 - b. FEMA Reporting was discussed. Kevin Wilson recommended communication with Kevin Gillespie and Michele Redmond at VTrans.
7. Adjourn – On a motion made by Ruff and seconded by Simpson, the meeting was adjourned at 8:11

pm, all in favor.