

Waterbury Long Term Community Recovery (LTCR)
Steering Committee
July 12, 2012
Minutes

Present: Natalie Howell, Margaret Luce, Rebecca Ellis, Monica Callan, Megan Rivera, Bill Shepeluk, Steve Lotspeich.

The meeting convened at 4:05 PM.

1. Minutes from 7/5/12. Margaret Luce moved to adopt the minutes from 7/5/12, Natalie Howell seconded the motion, and the motion passed unanimously.
2. Review draft of LTCR Steering Committee Guidelines. The group discussed the draft guidelines along with various amendments. Natalie Howell moved to adopt the guidelines as amended, Margaret Luce seconded, and the motion passed unanimously. The group also discussed possible candidates to fill the three positions reserved for members of the public. Monica Callan has been attending the LTCR Steering Committee meetings regularly and expressed interest in continuing to serve. Megan Rivera stated that she would like to serve as an alternate for the library commissioners. Becca Washburn has indicated an interest in serving on the LTCR Steering Committee but is unable to attend on Thursday afternoons. Members of the committee indicated a willingness to change the meeting time so that Becca Washburn could join. Megan Rivera also suggested that a representative of Revitalizing Waterbury join the LTCR Steering Committee due to the close collaboration that will be necessary if and when a Community Economic Development Director (CEDD) is hired.
3. EDA Grant for (1) LTCR Economic Disaster Recovery Director and (2) CVCAC business case manager. The group reviewed the “project description/scope of work” for the Economic Disaster Recovery Director in the EDA grant application, with particular emphasis on the steering committee’s role to provide guidance.
4. EDA Grant for emergency generators, sewer pump station, flood study.
No further update.
5. CDBG Recovery Funds. *No further update.*
6. USDA Grant for (1) economic development officer and (2) master planning with Tripp Muldrow. The group reviewed the “table of specific tasks, timetable and milestones,” in the USDA grant application, with particular emphasis on the steering committee’s role to provide guidance.

Megan Rivera reported on Revitalizing Waterbury's image building and market survey project, which is the first step to the master planning with Tripp Muldrow. The budget for the image building and market survey project is \$21,000. RW received a \$10,000 grant from GMCR, and will likely seek \$4,500 from National Life; \$6,000 from the Vermont Community Foundation; and \$1,500 from other sources.

7. All Champions meeting on Thursday 7/19 @ 5:30 PM. *No further update. We look forward to seeing all the champions next week! Margaret Luce will provide refreshments.*

The meeting adjourned at 5:05 PM.

Respectfully submitted by,

Rebecca Ellis

Approved on August 15, 2012

Waterbury Long Term Community Recovery (LTCR)
Steering Committee
July 12, 2012
Agenda

1. Minutes from 7/5/12.
2. Review draft of LTCR Steering Committee Bylaws
3. EDA Grant for (1) LTCR Director and (2) CVCAC business case manager. *Review request for proposal for LTCR director. Hopefully we'll be able to advertise this position in the near future.*
4. EDA Grant for emergency generators, sewer pump station, flood study. *Review responses to Phase I RFP, which were due July 6.*
5. CDBG Update. *Rebecca followed up with SBA and ACCD on apartment buildings – still no funding source.*
6. USDA Grant for (1) economic development officer and (2) master planning with Tripp Muldrow. *Review town, village, planning commission and RW's role in master planning project.*
7. All Champions meeting on Thursday 7/19 @ 5:30 PM