

**Waterbury Long Term Community Recovery  
Steering Committee  
September 26, 2012**

Present: R. Ellis, N. Howell-Sherman, M. Rivera, M.K. Monley, E. Loomis, K. Vose, J. Kirby, M. Luce, S. Lotspeich, W. Shepeluk, and C. Lawrence.

The meeting was called to order at 4:00pm.

**MINUTES**

M. K. Monley made a motion to approve the minutes of the September 12<sup>th</sup> Steering Committee meeting and the September 20<sup>th</sup> All Champions meetings. The motion was seconded by N. Howell-Sherman and passed unanimously.

**ECONOMIC RECOVERY INITIATIVE**

The RFP for the Economic Development Corporation was discussed. The Steering Committee will have an active role in the process. The RFP's are due by noon on Friday October 12<sup>th</sup>, and the proposals submitted will be opened at 4:00pm. The Steering Committee, with guidance from Staff, will review the proposals, interview candidates and make a recommendation to the Tri-Board. The names of the respondents will be made public when the contract is signed.

A discussion was held with regard to extending the deadline if none or very few proposals are received. Applicants will be notified that the deadline has been extended. It was suggested that the RFP be advertised in The Burlington Free Press and Seven Days.

**CDBG GRANT APPLICATION**

The timing of the CDBG grant application was reviewed. The intent is to submit the application by October 15<sup>th</sup>. The CDBG Board meeting is on November 7<sup>th</sup>, and a decision will be announced within 30 days. M. Rivera will provide the generic information needed for the applications, and E. Loomis will also be involved. They will send an email to the project leaders for the non-municipal projects to let them know this information is available.

There will be a public hearing on the CDBG grant application on Wednesday, October 10<sup>th</sup> at 7:00pm. Corey Nygaard from FEMA will attend the LTCR Steering Committee meeting on that same day at 4:00pm and attend the public hearing as well.

**UPCOMING SCHEDULE**

The schedule of meetings and events was discussed. In addition to the schedule listed on the agenda, Tripp Muldrow will be in town on Thursday October 25<sup>th</sup> to share the market study findings. The time and location has not yet been determined.

**MUNICIPAL COMPLEX**

S. Lotspeich and M. Rivera are working on a project description to share at the Tri-Board meeting on October 1<sup>st</sup>. They are also developing a budget for sources of funds.

**OTHER AGENDA ITEMS**

R. Ellis asked the committee what they should be focusing on moving forward. M. Rivera will be meeting with LeeAnne Tingay on Friday. It was suggested that Tripp Muldrow meet with the Planning Commission, or have a powerpoint presentation via conference call at one of their meetings. J. Kirby will discuss this concept with T. Muldrow.

Page 2  
September 26, 2012

M. K. Monley reported that she received funding for the next lantern parade, which is to be held on Saturday December 8<sup>th</sup>.

E. Loomis and S. Lotspeich met with M. Callan last week regarding the Across the Roads Art Center. She is looking for a location and needs to pair up with a property owner before a grant application can be submitted. She is looking into economic development money associated with the arts.

The Flood Study Phase I was discussed. At the last CVRPC meeting, the Transportation Advisory Committee turned down the request for \$7,500 since they felt the goal of lowering flood levels in the Village was not realistic.

There being no further business, the meeting was adjourned at 5:05pm.

Respectfully submitted,

Carla Lawrence, Town Clerk

*Approved on Oct. 3, 2012*