

WATERBURY  
LONG TERM COMMUNITY RECOVERY  
STEERING COMMITTEE MEETING

Minutes for October 3, 2012

Attendees: R. Ellis, N. Howell-Sherman, M. K. Monley, M. Luce, M. Rivera, E. Loomis, S. Lotspeich, J. Kirby, N. Callan, A. Tuscany (briefly).

The meeting convened at the Waterbury Main Street Fire Station at 5:30pm.

N. Howell-Sherman led a discussion regarding the public hearing that will take place on October 10 at 7 PM on the town and village's CDBG grant applications. There will be an overview of the CDBG program, a description of each municipal project for which the town or village will be requesting CDBG funds, followed by questions and answers. The following people will handle the following topics:

- Welcome & Overview of CDBG program (Rebecca and Natalie) (LTCR Plan and Natalie's spreadsheet)
- Economic Development Director (Megan) (handout)
- Municipal Complex (Steve & Megan) (handout)
- Flood proofing WW pump station (Alec) (handout)
- Little River Connector Bike Trail (Becca W) (handout)

R. Ellis provided a brief update on her phone conversation yesterday with Jen Hollar and Ann Kroll of the Vermont Agency of Commerce. R. Ellis provided Ms. Hollar and Ms. Kroll with an overview of the project to date, and stated that the municipality had not yet decided whether to re-use existing buildings or construct new buildings. J. Hollar confirmed that the town will need to go through the "Eight-Step Floodplain Review Process" for the municipal complex project if it is located in the floodplain. Stanley and Wasson Halls, which are being considered for this project, are located in the 100-year flood plain. Ms. Hollar will have further conversations with her contacts at HUD to determine whether or not CDBG funds can be used for new construction in the flood plain. R. Ellis also had a general discussion with Ms. Hollar and Ms. Kroll about which funding stream, planning or municipal infrastructure, is most appropriate for this grant application. R. Ellis and M. Rivera will follow up with the agency again next week.

E. Loomis prepared a press release to announce the award of a \$140,000 grant from the U.S. Department of Commerce, Economic Development Administration (EDA) for an Economic Disaster Recovery Director and a Regional Business Case Manager. The group made some small edits and thanked Ms. Loomis for preparing the press release. R. Ellis distributed the draft Request for Proposals (RFP) for the Economic Disaster Recovery Director position that is dated 7/10/12. Once the grant documents are finalized and signed, the municipality will begin advertising the Recovery Director position.

R. Ellis moved to approve the minutes of the 9/26/12 meeting, J. Kirby seconded the motion, and the motion passed unanimously.

The group discussed FEMA's Community Resilience Innovation Challenge grants ([www.resiliencechallenge.org](http://www.resiliencechallenge.org)). The maximum grant award is \$35,000 and the deadline for applying is October 26. J. Kirby said that Revitalizing Waterbury would like to request an Innovation Challenge grant to continue Tripp Muldrow's work in Waterbury. Specifically, Revitalizing Waterbury would look for money to implement the branding toolkit that Tripp Muldrow is developing for Waterbury. M. Rivera will assist in putting together this grant request.

R. Ellis provided a quick update on the Phase One Flood Study. The members of the Flood Study Group (J. Grenier, A. Tuscany and S. Flanders) will meet with Bob Wernecke of the CVRPC Transportation Advisory Committee on Thursday, October 4, to solicit his suggestions regarding the scope of the proposed flood study.

A. Tuscany reported that a strong group of architects attended the site walk this afternoon, October 3, at Stanley and Wasson Halls. This site walk was scheduled as part of the Town's Request for Proposals for architectural services to design a new municipal complex. Because the DeWolfe Engineering study is not ready yet, but should be ready in a few days, several architects requested an extension of the October 10 deadline so that DeWolfe's findings could be incorporated into their proposals. The group discussed the deadline for the November 7 round of CDBG grants, which is calculated to be October 17. M. Rivera and S. Lotspeich believe it would be possible to incorporate budget figures from the architects' proposals into the CDBG application if the architects' proposals are submitted by October 15.

Respectfully submitted,

Rebecca Ellis

Approved on Oct. 10, 2012