

**Waterbury Long Term Community Recovery
Steering Committee
December 5, 2012**

Present: R. Ellis, N. Howell-Sherman, E. Loomis, M. Luce, J. Kirby, M. Callan, S. Lotspeich

The meeting was called to order at 4:05 pm.

The meeting started with a review of the draft contract for the Economic Recovery Initiative: Establishing a Local Development Corporation position, which will be filled by Darren Winham of DarWin Dynamic Solutions. If anyone on the Steering Committee would like to comment on the contract, please do so by Friday.

R. Ellis called Barbara Farr of Armada to let her know that she has been selected for the Economic Disaster Recovery Director position.

R.Ellis has previously notified Darren Winham of his selection to the Economic Development Office position.

A discussion of the role of the LTCR Steering Committee followed. The Economic Development Office (Specialist) position will report to the LTCR Steering Committee initially, meeting regularly, and the Specialist will also report to the Select Board and Trustees monthly.

The Recovery Director position will report to the Municipal Manager and will attend LTCR Steering Committee meetings for direction and guidance on project priorities.

A spreadsheet of all LTCR projects was distributed to review the current status by project of the current project estimates, grant source prospects (including CDBG-DR possible funding), confirmed funding, and funds which are either unidentified or unconfirmed.

Meetings might possibly move to Mondays at 5:30pm in January to accommodate people's schedules.

At 5:00pm, M. Callan made a motion to approve the LTCR Steering Committee meeting minutes from November 14 and November 28 and the LTCR All-Champions meeting minutes from November 29. This motion was seconded by M. Luce and passed unanimously.

There being no further business, the meeting was adjourned at 5:02pm.

Respectfully submitted,

Eva Loomis, VISTA

Approved on: December 12, 2012