

LWRF/Grants Committee Special Meeting
Meeting Minutes

August 15, 2017
CVSWMD Main Office
137 Barre Street Montpelier, VT
4:45 pm

For questions or information, contact Brenna Toman, 802 229 9383 ext. 103

- I. Call to Order 4:45 Shari Cornish and Matt Levin present, Cathleen Gent, Bruce Westcott, Brenna Toman taking notes
- II. Approval of the Minutes from May meeting – ACTION ITEM

Shari Cornish made a motion to approve the minutes. Matt Levin seconded this motion. The motion passed unanimously.
- III. Friends of the Winooski River MSWSP Application: Staff said that CVSWMD accepted tires from last year's river clean up event and shouldered the costs. Operations Manager Carl Witke requested that the Friends of the Winooski seek grant funding for this year's event. Committee members noted that Friends of the Winooski River is not a municipality or town, although they are getting help from the City of Montpelier for the project. MSWSP was set up last year after board members noticed towns were having tire dump problems. The grant program is intended to help towns fund one time, comprehensive cleanups (tires and other materials) and preventative measures. The Committee agreed that LWRF would be a better suited pool for this application, since the effort is an ongoing annual event. Committee members pointed out that although LWRF is reuse-based, last year funds were awarded to the Trash Tramps, who routinely pick up and recycle cigarette butts and other waste. Staff confirmed that all suitable tires will be recycled.

Matt made a motion to accept the MSWSP application submitted in lieu of a formal LWRF application and to award the Friends of the Winooski River \$600 from the Lawrence Walbridge Reuse Fund for tire cleanup and disposal. Shari seconded this motion.

The motion passed unanimously.
- IV. FY17 Financial Review-Discussion

For the LWRF/SZWF grants, the actual amount spent in FY17 was \$9,028, compared with a budgeted amount of \$5,000. \$1665.63 was spent on grants approved in FY17, but were cashed in FY18. \$1828.31 is expected to be reimbursed in FY18 from the DEC Composting Grant. However, this reimbursement will not be placed into the FY18 budget, but will serve solely as an FY17 reimbursement. Bruce Westcott noted that financial systems will be overhauled and it will be easier to process these types of allocation corrections in the budget next year.
- V. FY18 Program Plan and Budget Adjustment-ACTION ITEM

Staff noted that the FY18 Grants Program Plan includes all of the CVSWMD grant programs (including those handled by the Grants Committee and other departments). There were no significant changes from last year's Program Plan for the three grants the Committee oversees, other than a proposed budget adjustment. Various minor changes were noted. The Committee is in favor of increasing the budget from \$5,000 to \$10,000 for the SZWG and LWRF grant programs, especially since there is renewed interest in the program due to increased staff outreach. In addition, the Committee recommends that \$10,000 be allocated in FY18 and each year for the MSWSP.

Shari made a motion to accept the proposed FY18 Program Plan and the proposed budget adjustment for the SWZG/LWRF from \$5000 to \$10,000, and to allocate \$10,000 to the MSWSP fund for FY18. Matt seconded the motion.

The motion passed unanimously.

VI. FY19 Program Plan-Discussion

The Committee noted that there is no track record for the MSWSP Grant Program, so it may be difficult to determine how much money should be allocated each year. In addition, the nature of emergency cleanups also makes it hard to pin down specific dates and amounts. Even with these uncertainties, staff support the program being permanently funded so that staff can publicize the program and District communities have a stronger sense of support from the District. The Committee recommended that staff advertise the Program in the coming months to build more awareness. In addition, they recommended that any additional grant programs that may be considered as part of the developing municipal services plan be adequately supported by District staff.

Cathleen Gent said there may be new grants in FY19 associated with the Municipal Services Program. The Grants Committee recognize that staff support for such grants may need to be identified and in place. Staff will explore that need and return in the coming months with the FY19 plan.

VII. Final Reports from SZWG – Berlin Elementary, Tunbridge Central School

The Committee reviewed the final reports and noted that the reports are very thorough and complete. The Chair added that the high quality of the reports is a clear reflection of staff's support.

VIII. Other

The next meeting is scheduled for September 25th at 4:45pm.

IX. Adjourned 5:30 pm