

Grants Committee Meeting
Meeting Minutes

June 26th, 2018
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 4:47
Shari Cornish, Matt Levin, Anita Krauth present, Ellen Cheney on the phone. Staff: Cathleen Gent, Cara Stapleford (ECO AmeriCorps member), Brenna Toman taking notes.
- II. Approval of the Minutes from May meeting – ACTION ITEM
Shari Cornish made a motion to approve the minutes. Anita Krauth seconded this motion. **The motion passed unanimously.**
- III. Review of remaining funds for FY18
Staff reported that \$10,034 has been awarded from the School Zero Waste Grant (SZWG)/Lawrence Walbridge Reuse Fund pool from the budgeted \$10,000 for FY18. No funds were awarded from the budgeted \$10,000 pool for the EMSWRP grant fund in FY18. The SZWG/Organizational Waste Reduction & Reuse (OWRR) fund and the EMSWRP fund are both budgeted at \$10,000 for FY19, and the MSP fund is budgeted at \$25,000. Any awards recommended at this meeting will be drawn from FY19 funds.
- IV. School Zero Waste Grant Applications – ACTION ITEM
 - a. Hazen Union High School requested \$2,500 to purchase a bulk milk dispenser and reusable cups. While the Committee agrees this type of project is important and exciting, the grant application was missing some key details, including a full budget adding up to the requested amount. Staff will obtain more information about the budget and, pending a more complete application, will present the application at the next meeting.
 - b. Spaulding High School – ACTION ITEM
Spaulding requested \$1050 to install hand dryers in some bathrooms as a pilot project to reduce paper towel waste. This application is an addendum to the first FY18 application from SHS, and the Committee has previously waived the requirement that a final report be submitted before a new application. Anita made a motion to award \$1,050 to Spaulding High School to install new hand dryers. Ellen seconded the motion. **The motion passed unanimously.**
- V. Emergency Municipal Solid Waste Response Program proposed amendments – ACTION ITEM

Matt provided background about the question before the Committee. He explained there were different views by members of the Grants Committee and members of the Planning Oversight Committee as to whether the EMSWRP grant could be used to fund cleanup on private property and which situations could be addressed by the EMSWRP. Staff have worked with the chairs of both the POC and the Grants Committee and have developed alternative language. The new language would allow the use of EMSWRP funds on private property under several conditions, including documentation of the inability of the property owner to clean it up, declaration of the property as a public health emergency by the Town Health Officer, and the placement of a lien for, at a minimum, the amount of the grant award on the property with CVSMD as a party of claim to lien, and other specific standards. The Committee proposed minor edits to clarify the language. Shari made a motion to recommend the revisions as amended to the EMSWRP Grant Guidelines to be reviewed by the POC. Anita seconded this motion. **This motion passed unanimously.** Staff may confer with legal counsel about the language and the Grants Committee chair will review any changes made by the POC.

VI. FY19 Grants Program Plan – ACTION ITEM

Staff made substantive changes to the FY19 Grants Program Plan to reflect new and discontinued grant programs. These programmatic changes had previously been reviewed and approved by the Committee. The Committee noted that the QuickBooks reports representing actual money spent do not need to be presented in the program plans: staff will discuss that with the POC. The Committee recommended minor changes to the tables representing the FY18 awarded School Zero Waste Grants.

Anita made a motion to approve the FY19 Grants Program Plan as amended and as discussed. Shari seconded this motion. **This motion passed unanimously.** The next step is for the POC to review the document.

VII. Other: The next meeting is scheduled for July 23, 2018 at 4:45pm.

VIII. Adjourned 5:28 pm