

West Central Vermont CEDS – Strategy Committee

Friday, August 25, 2023 – 10 AM to 12 PM

Attendees: Taylor Newton, Tyler Richardson, Fred Kenney, Christian Meyer, Sam Andersen, Devin Neary, Adam Lougee, Eli Toohey, and Sarah Muskin.

T. Newton started the meeting at 10:13 and provided a brief introduction about CEDS for committee newcomers. Everyone introduced themselves.

Agenda

1. Changes/adjustments to agenda

None.

2. Minutes – July 28, 2023

None. T. Newton noted that the CEDS Strategy Committee is technically we are not a public body right now so it's OK that we don't have minutes from the meeting.

3. Grant Closeout

T. Newton reported that he just needs to complete ACCD deliverables for grant closeout. S. Andersen asked who our contact is at the agency. Taylor says it is Nate Formalarie.

4. Economic Development District (EDD)

a. Draft EDD documents

A. Lougee reviewed revised bylaws. He reported that he incorporated all the changes to the bylaws that were discussed last month. He also changed the "Officers" section of the bylaw that had previously said said that committee members would not serve as chair (they can). Otherwise, the biggest unresolved issue in the bylaws is the size of the Executive Board. C. Meyer has not run the bylaws through his board in Central VT RPC. T. Newton said all the boards can approve the MOU and pass it soon, even if the bylaws aren't finalized.

S. Anderson asked about board and committee relationship. A. Lougee says that the board can appoint the strategy committee role during each CEDS update (or they can take it on). S. Andersen stated she thinks there needs to be a representative from each RDC and RPC on the board during the updating time period (8 at least). A. Lougee can make that change. T. Newton brought up the CFR, it says the strategy committee must represent communities, but that it "may" (not "shall") include all RPC, RDC etc.

S. Andersen asked if EDD needs liability insurance. A. Lougee said probably sometime in the future when there are actual projects. S. Andersen asked if we could add liability and board of directors' insurance to the bylaws. T. Newton thinks that the insurance responsibility lies with the fiscal agent (likely CCRPC). He then suggested that if a non-profit is ever created that that would be the time when insurance would need to be purchased. C. Meyer asked if the board would still need its own insurance. A. Lougee thinks we will need insurance, but it might not need to be called out in the bylaws.

b. EDD Roles

The Committee will discuss the topic more once the MOU is signed by all parties.

c. Timeline

T. Newton discussed requirements of the EDD application (included in today's agenda). A. Lougee talked to Lindsay Kurrle at ACC about getting a letter of support for the EDD. She said yes. A. Lougee suggested Taylor provide a reminder to ACCD while he is completing deliverables for the EDA grant. CCRPC staff will work on the actual application for EDD.

Suggested timeline:

- MOU in place in September
- EDD application submitted before Thanksgiving.

After submitting, there might be a lull as a group. T. Newton asked if there is desire to talk about applying for another grant? A. Lougee suggested we should wait until after we have the EDD application submitted.

T. Newton asked if anyone has capacity to help with a EDA Planning and Technical Assistance grant application this fall. RRPC and CVRPC (and maybe Addison EDC once they hire a new person) said they may have some staff capacity. T. Newton asked folks to review the Notice of Funding Opportunity and start thinking about what projects you might want to pursue funding for.

There was a small discussion about how the different RPC/RDCs will prioritize projects for different organizations. S. Andersen asked how our projects are supposed to interface with the ACCD list. F. Kenney suggested that we replace the old processes with our new CEDS process to populate the projects being submitted to the state. F. Kenney will ask ACCD about the process for developing regional priority projects lists for the entire CEDS region.

5. Upcoming Meetings –

- a. September 15
- b. October 20

F. Kenney made a motion to adjourn. D. Neary seconded. Meeting adjourned at 10:50 am.