

CDAC Minutes 5.1.24

Attendees:

- Wilson
- Lex
- Steve
- Walter
- Laura

Agenda:

- Review updates for the Haley Ward Contract
- Grant Committee

Notes:

1. **Review updates for the Haley Ward Contract**

- a. The town lawyer reviewed the contract and provided feedback.
 - i. Important changes or suggestions:
 1. Third Party Contracts – ensure that the third party being used is shared with the town ahead of time.
 2. Haley Ward would own all deliverables or results thereafter. The town should own or at least half own these results.
 3. We were not clear on dig safe responsible. SW Cole will be responsible for dig safe as they will be doing the drilling.
 4. Haley Ward made all suggestions without any hesitation and the sent back changes. The Selectboard signed the contract – haley ward signed – We are now under contract.
 - ii. We have the insurance certificate on file in the town office.
 - iii. Legal Fees accrued from contract review will be paid with grant money. Laura will send us a copy of the bill so we can keep track of our spending to report back to the state.
 - iv. HW will be reviewing the vernal pools tomorrow.
 - v. Will be scheduling a Kick-off Meeting with HW.

2. Grant Committee

- a. The selectboard is interested in setting up a grant committee. Steve feels as though the members of the CDAC have the most experience writing grants and when the committee was created it was decided to limit scope but that doesn't still have to be the case. We could now broaden the scope of the CDAC to take advantage of further grant opportunities.

- b. The select board is concerned about the Mitchell Rd bridge – there is a timeline on when this bridge needs to be fixed. We could pull money from community resilience –

G5	Adopt DEP's Stream Smart Crossing Guidelines as standard practice for culvert and bridge improvements. Identify vulnerable crossings and apply for DEP improvement funds.
----	---

This would only cover \$50,000 it could cover.

- c. Town Meeting Hall to replace the trailer – add on to the town office. Grant combo – loan.
- d. Park needs to be addressed and fixed up.
- e. We would like to broaden our scope - but we may need more help to do that. It would really be up to the select board to decide.
- f. We could use some postal service income for this committee to use as approved by the selectboard.

Next Steps:

- Schedule Time with Haley Ward for Kick-off Meeting
- Laura will send over grant opportunities to the group - prioritizing the bridge on mitchell rd.
- Laura will send over legal fees
- Haley Ward will be reviewing Vernal Pools 5/2/24