

Starksboro Selectboard special meeting  
Minutes of 8/25/20  
Unapproved

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**Board members present:** Eric Cota, Koran Cousino, John Painter, Greg Hahr

**Others present:** Rebecca Elder

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The meeting was called to order at 5:30 p.m. by Chair Koran Cousino.

*The introductory statement regarding open meeting law and how public meetings are being conducted in the Town of Starksboro due to the State of Emergency declared by Governor Scott as a result of the COVID-19 pandemic and pursuant to Addendum 6 to Executive Order 01-20 and Act 92, this public body is authorized to meet electronically.*

*In accordance with Act 92, there is no physical location to observe and listen contemporaneously, however the meeting was conducted with public access via internet or telephone with the ability to listen/interact contemporaneously.*

This special meeting was called to consider the following:

1. Discuss VDCP Community grant roles and responsibilities for administration
2. Review and approve the policies required for community block grant
3. Discuss COVID-related expenses and determine whether to pursue applications for FEMA or LGER grant reimbursement (applications due 9/1 and 9/4)
4. Discuss municipal records digitization grant opportunities and determine whether to apply (applications due 9/1)

#### **VDCP Community Grant**

Rebecca shared the information from the joint conference call with ACCT and ACRPC. RPC doesn't have current capacity to assist with the entire grant process as hoped but can offer 10-20 hours. They anticipate reduced staffing in Sept/Oct and cannot help with the financial tasks. The board discussed current town staff capacity, if any staff members had the ability to take on the work needed at this time, and whether the town should continue or wait until a later application round.

The board members agreed that the current circumstances do not support the town moving forward with the application as proposed given the lack of staff capacity and the reduced role for ACRPC at this time. The board would consider a future application with more commitment to a deliberate process that is planned ahead of time and without trying to rush an application under the current conditions.

**Motion:** Eric Cota made a motion to withdraw from the VDCP community grant application process. Nancy Boss second.

**Motion carried unanimously.**

#### **FEMA and LEGR Grants**

The board reviewed the information provided by the Treasurer regarding the two grants currently available to reimburse expenses related to the COVID-19 pandemic. The town's total expenses, both incurred and anticipated, are not yet know. The threshold for FEMA is \$3400. If we are under that, applications should go to LEGR.

Rebecca does not yet have the financial report/information from Celine. Once that is received, we can determine which grant is best to pursue. Eric will speak with Bristol and find out how they are presenting their applications and will follow up with Rebecca. Koran and Robert will get the information needed on financials and get that to Rebecca to complete the application process.

Rebecca asked for a board member to be authorized to sign applications if needed prior to the next meeting.

**Motion:** Nancy Boss made a motion to authorize Koran Cousino to sign a grant reimbursement application for either FEMA or LEGR related to COVID-19 expenses as needed. John Painter second.

**Motion carried unanimously.**

#### **Municipal Records Digitization Grant**

Amy informed the board that Cheryl had prepared and submitted an application for the DGZ municipal records digitization grant. Rebecca asked if selectboard approval was needed and Amy stated it was not. Rebecca also asked if the scanned archives of the land records that have already been done for archive purposes could be used to reduce the amount of work needed. Amy said that Cheryl found the scans to be of low quality and too pixelated to use.

**Motion to adjourn at 6:14 p.m.:** John Painter made the motion, Eric Cota second.

**Motion carried unanimously.**

Respectfully submitted,

Rebecca Elder  
Selectboard Assistant