



## **Agency Request Review Committee (ARRC)**

Town of Hinesburg  
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### **Meeting Minutes - November 4, 2020**

#### **Meeting Held Remotely via Zoom**

**Present:** Kathleen Newton, co-chair, Roberta Soll, co-chair, Maureen Barnard, co-secretary, Michelle Stidsen, co-secretary

**1. Call to Order:**

Committee members were called to order at 7:04 p.m.

**2. Additions/Deletions to Agenda:**

No change requests made.

**3. Election of Officers:**

All members agree to continue in their respective posts, as outlined above. Michelle, whose term is ending this year, agreed to commit to a one year extension vs. the typical three year appointment.

**4. Discussion on Review Agency Requests:**

The Committee's approach is to try for level funding, with consideration of both the clients served and the impact on taxpayers. With the change from last year still in effect-HCRC's move to have their own line item in the Town of Hinesburg's annual budget- the new goal is to keep annual grant awards in the \$13,000 - \$17,000 range. The amount requested this year is far less than this range, and there was some discussion as to possible reasons why. Notably, UVMHHH, Lund, and Howard did not submit requests this year. One possible factor perhaps is that these agencies received some federal funding through the Covid-19 Economic Relief grants this year that they don't typically receive. The Committee carefully reviewed all nine (9) submitted applications and corresponding agency information, with priority of awards given to agencies who serve the greatest number of Hinesburg residents. A motion was made, which was seconded and passed by the Committee, to support the full amounts requested for eight of the applicants, for a total of \$8,800.00. There was some lengthy discussion on the ninth application, the Winooski Conservation District application. This committee gives priority to agencies that provide food, shelter, health and emergency services, with additional consideration given to Hinesburg-based agencies. The Winooski Conservation does not meet any of these criteria however all members agreed it is still a good organization doing commendable work, and that their work does positively impact the residents of Hinesburg. In the end, it was decided not to support their request on the grounds that the responsibility of this Committee is to only grant requests to agencies that are 501(c)(3) designated, which the Winooski Conservation District is not. This IRS designation requirement

is not specifically in writing, but it is part of the application process, and has been supported in recent clarification emails with Select Board chair Phil Pouech.

**5. Committee Reporting and Future Action Steps:**

\*Michelle Stidsen will type up meeting minutes and submit them to committee for review prior to sending them to the rest of the Committee and Joy Dubin Grossman.

\*By November 30, 2020 Maureen Barnard will compile our approved recommendations and submit them to committee for approval prior to Select Board review.

\*By December 15, 2020 Kathy Newton will submit the Committee Letter for the Town Report.

\*Available Committee members will attend, likely via Zoom, the January Select Board meeting, date TBD, to be available to answer any questions they may have.

**6. Adjourn**

The meeting was adjourned at 7:38 p.m.

Respectfully submitted by,  
Michelle Stidsen, co-secretary  
November 8, 2020