

Gardiner Economic & Community Development Committee Meeting
Thursday, September 9, 2021
5:30 pm at the Gardiner City Council Chamber

In Attendance: Acting Chair, Debbie Willis, Melissa Lindley, Carrie Arsenault, Tamara Whitmore and Tracey Desjardins (City of Gardiner Economic Development Director)

1. Approval of the August Minutes - delayed to the October meeting
2. Public Hearing for Remote Participation Policy
 - a. Draft from the City Solicitor
 - b. Carrie Arsenault, makes the motion to approve the remote participation policy as written; Melissa Lindley seconds the motion. Motion passes unanimously.
 - c. Discussion: clarification, the new policy does require that someone is in the room.
3. ARPA Next Steps:
 - a. Decide on the areas deemed a priority by the committee
 - i. Organize by Government, Small Businesses and Nonprofit/Community Groups (types of organizations that are open to apply)
 1. Businesses need to stay in business in Gardiner for 2 years
 2. RFP can link to Gardiner Main Street for ideas of how the money could be used to help their business.
 - ii. Ask applicants to address one or more of the committee's priority issues:
 1. Affordable Housing
 2. Childcare
 3. Senior Engagement
 4. Youth Programming
 5. Food insecurity
 6. Business support
 7. Economic hardship in nonprofits
 8. Mental Health
 9. Crisis preparedness - building community resilience
 - iii. Committee agrees that direct funding to the City of Gardiner for technology to provide access to city government participation in the City Council Room and the Library. (Approx \$50,000)
 1. Maybe body cams for police officers?
 - b. Create a Request for Proposals with corresponding Rubric for scoring
 - i. Consider the level of impact - number of people, addressing multiple issues
 - ii. Is there other funding that could address the issue?
 - iii. Does the application match the committee's priority areas?
 - iv. Are there additional positive impacts that the project will address that are not part of the priority list?

- v. Give applicants an idea of what levels of money they could ask for (up to \$25,000)
 - c. Determine method and funding for administrative oversight
 - i. The committee recommends 10% of the funds received to be allocated for a grants administrator, flat rate for the service provided as a consultant.
 - ii. Tracey does something similar with the City Planner.
 - iii. Requirement of the Administrative person: have a list of the awardees on the website - provide to people who are looking for direct assistance.
 - d. Need to iron out some of the details, such as:
 - i. Do we announce the first RFP for grants totalling the first half of the grant amount, learn from that experience, and then announce a second RFP for applications for the second half of the grant amount?
 - ii. Or do we do one round of RFP and break the grant dispersals into two portions?
 - iii. The committee thinks the first option is preferred, holding two separate application periods to distribute half of the total funding at a time.
 - 1. Further details include whether we will allow the first round of awardees to reapply.
- 4. Next Meeting, October 14, 2021 at 5:30 pm
- 5. Adjournment: 7:05 pm Carrie Arsenault makes the motion and Melissa seconds the motion. Motion to adjourn passes.