

CONNECTICUT RIVER GATEWAY COMMISSION

Grants Review Committee Meeting Minutes

May 20, 2021

Attendance: Joel R. Ide (co-chair), Jerry Roberts (co-chair), Tom Brelsford, J H Torrance Downes

Call to Order

This meeting was convened using the Zoom online platform at 5:05pm. The agenda was formally posted in all eight Gateway member towns and on the CT River Gateway Commission website with information directing interested members of the public to join the meeting online.

The meeting was called to discuss the ongoing development of grant application documents.

Members discussed three draft documents regarding grant submittal requirements

Discussions included clarifying the priority areas members of the Gateway Commission feel should be open to potential grants, simplifying some information while fleshing out other information, making sure information in the three documents is consistent, and ensuring that the grant program and forms are properly informed by Gateway's enabling statutes and the Commission's Rules of Procedure document.

Consensus was reached on the use of a "short form" application for requests of \$2,000 or less, one that would mirror the longer form being developed, but require less informational detail.

Further discussion occurred with respect to specific information that should be included in applications and therefore included in application materials. One particular concern noted was whether or not projects relating to the ecological and environmental health of the river were fully supported by entities that are experts in those particular areas. Committee members were interested in making sure that submitted proposals provided demonstrations that other entities and experts had reviewed and were supportive of projects, and that the proposed project would be integrated with the existing body of work in those areas.

In developing the application materials where the Gateway "mission" is referenced, committee members were concerned that the often-cited mission is actually the legislative "finding" found in Section 25-102a CGS, which is not a mission, per se. The Committee will recommend that the Rules of Procedure Committee take up the issue of developing a true "mission statement" that can guide the Gateway Commission and inform the grant application documents.

Finally, rather than bringing one of the three documents to the entire commission for review, members agreed that they wanted to bring all three documents for review at the same time. In that work wasn't finalized on all three documents during this meeting, members agreed to meet again on Tuesday, May 25, 2021 to finalize work on the three documents.

Downes left the meeting at approximately 6:25pm, after which committee members entered discussion on the pending grant application from the Connecticut Audubon Society. Further discussion to occur.

Adjournment

The meeting was adjourned at approximately 6:50pm.

