

Human Services Committee Meeting December 3, 2019
Attendees – Ann Fielder, Sue Graff, John Kennedy, Kip Tewksbury, David Miner
David Levenbach - RTM and Finance Committee member attended
Meeting called to order at 1:06 PM

Moved John that minutes from previous meeting be accepted. Seconded Sue and accepted.

Ann noted that the Gathering Place submitted a late application due to a personal hardship by the director. The request for acceptance was sent to the committee members individually and accepted.

Rubric scores were submitted by all. Applicants were sorted by their average rubric score. Each application was then reviewed. Because of the \$241,200 total request and the committee's targeted amount of \$181,000 (1% of the Town's approved budget). Review was made of each application and the scoring discussed. It was decided that funding be broken down by the level of magnitude as defined by the Rubric score. Allocations were 95%, 90%, 85%, 75%, 50%-61% and zero. There were some variances from this.

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Motion made by John to accept the total of \$190,105. Second Kip. Passed unanimously.

Ann asked if members are interested in continuing with the committee next year. All members agreed to continue. It was noted that names will have to be submitted to the TRM for approval rather than appointed as was done in the past.

It was agreed that we continue with the Rubric scoring system. But it should not be posted for external review. It is intended to be a tool to be used by the Committee in its review.

Ann said that we would schedule our first meeting next year as an internal information session to determine whether any changes are needed for the application or the Rubric scoring system. At that time we will determine future meetings and process. One consideration may be to accept applications based on postage dates.

Kip made motion to accept the new Process and Procedures for the Committee. John seconded. Accepted.

The Process and Procedures, Grant recommendation spreadsheet and minutes will be sent to Jan.

John moved to adjourn. Kip seconded. Meeting adjourned at 2:55.