



Draft Minutes

March 22, 2021

Attendees: Members: Kevin Dorn (Chair – South Burlington), Aaron Frank (Vice Chair – Colchester), Jessie Baker (Winooski), Erik Wells (Treasurer – Williston), and Steve Locke (Secretary – Burlington). Others present: Tom Hubbard (South Burlington), Justin Couture (BPD), John Audy (Winooski FD), Aaron Collette (Williston Fire), Pat Foley (Williston PD), Caroline Earle (FOP), and Francis Stripp.

1. **Call to Order/Welcome** - Dorn called the meeting to order at 9:03am.
2. **Agenda Approval** – Frank moved the agenda as presented, Baker seconded. All in favor. Motion carried.
3. **Public Comment** – None.
4. **Board discussion regarding federal funding** – Dorn inquired about the use of federal stimulus to fund anticipated capital costs. Frank advised that we have submitted a State Homeland Security Grant request for approximately \$500,000 to fund radio infrastructure. We should know the outcome of this request in the coming months. Further discussion on the opportunity to apply for Federal earmark of up to \$250,000 through the congressional delegation. Motion Baker, second Frank to authorize CCRPC to apply for this funding source. Motion carried.
5. **Board discussion on authoring spending of local contributions to up fit the space at 19 Gregory Drive** – Dorn inquired of the Boards thoughts on spending the local contributions that have been committed to begin up fitting the space at 19 Gregory Drive. Since Burlington’s contribution is approximately 50 percent of the total amount, the decision was made to wait until the Burlington budget is adopted in June to ensure monies will be available.
6. **Board discussion on hiring a project manager or an executive director** – Dorn inquired of the Boards thoughts on hiring a project manager or an executive director. While the Board agreed having this position would be helpful, the decision was to wait until more funding is secured. Decision made to have the design options for the space at 19 Gregory Drive submitted in the next Board packet for public comment by agency heads and dispatchers.
7. **Lease agreement for 19 Gregory Drive** – Dorn discussed the space at 19 Gregory Drive that has been discussed as the home of the CCPSA and the importance of having a lease agreement with the City of South Burlington. Decision to have Frank and Wells review the agreement and make a recommendation to the Board.
8. **Other business** – none.
9. **Set meeting schedule** – April 26, 2021 at 8:00am.
10. **Adjourn** – Baker moved, Frank seconded motion to adjourn. All in favor. Meeting adjourned at 8:46.

Respectfully Submitted,

Steven Locke