

Verbally Approved August 6, 2020**Town of Chelmsford**

Community Action Program Committee Minutes

Zoom:

https://zoom.us/rec/share/psUsDpOq8GIIIXd2EPfAaJxEI28aaa8hnRLr6YOyU3heb3rkBgJfeh_gBIVqHzZ

Password: KmT=4yMO

Minutes: August 8, 2020**Attending:** Joanne Stanway, *Chair*, John Tubridy, Jim Callahan, Elissa Magnant, Olivia Ventullo**Absent:** Dave Sperry

Joanne Stanway called the meeting to order at 7:07 p.m.

The Committee welcomed new members Jim Callahan and Elissa Magnant and reviewed the purpose of the Community Action Program Committee to award grants up to \$2,500/quarter and up to 50% of project costs to members of the community doing projects that benefit the Chelmsford community as a whole.

The Committee also discussed ways to generate more interest in the availability of these grant funds including drafting social media and Town website content. Joanne Stanway will draft content for Committee approval and submit to the town for the website and other resources.

Grant Application Presentations:

Drew Delmore, an Eagle Scout candidate from Boy Scout Troop 81 joined the Zoom call to request a grant of \$500 – half of the estimated cost of his project in his original application – for reimbursement for a pedestrian crossing and irrigation ditch he completed at Red Wing Farm. Images of the 20' wooden structure located behind the butterfly garden off the main field were shared. The crossing (footbridge) includes steps and was built to be portable in the event in needs to be moved for maintenance in the future.

Drew explained that he managed a crew of 4 people for who, in addition to cutting and building the structure to his design. In addition, a team of 10 needed to remove about 30 small birth trees and a lot of undergrowth which required a tractor and chainsaw. He learned that it is harder than he thought it would be to vocalize how he wanted the project to be completed. He also underestimated cost, forgetting to include funds – roughly \$700 – for the granite steps. He found that the cost of lumber was higher, due to COVID-19.

As for fundraising, the project was largely self-funded because, due to the pandemic, he did not feel comfortable asking for donations from friends and family, and physical fundraising events were impossible. The final cost was \$2,000 rather than \$1,000.

The Committee discussed Drew's proposal and thought it was extremely well done. We were impressed with the craftsmanship and his sensitivity about asking for funds during this difficult time. Elisa Magnant would like Drew to add a plaque with his name and Troop number to the pedestrian crossing.

Motions:

Elise Magnant made a motion to award Drew Delmore a grant in the amount of \$1,000 pending receipt of his final expenditures*.

Jim Callahan seconded the motion.

The motion was approved unanimously.

The link and passcode to the Zoom recorded meeting was submitted to Pete Pedulla at Chelmsford TeleMedia.

A Certificate of Vote was signed and submitted to the Town Manager's office for check processing.

The meeting adjourned at 7:42 p.m.

Respectfully Submitted,

Joanne Stanway, *Chair*

**Final costs submitted by Drew Delmore*

Granite - ~\$700

6 Pressure Treated 2 x 12 x 20 = \$313.44

6 Pressure Treated 2 x 10 x 12 = \$112.80

10 Pressure Treated 2 x 4 x 8 = \$42.90

Synthetic Decking = ~\$686.44

4 Eye Bolts = \$17.80

Fasteners = \$1.40

Screws = \$63.43

Spray Paint = \$13.18

Safety Glasses = \$22.48

Water = \$21.34

Gasoline = \$5.00

Total = \$2000.21