



# NVDA

*Northeastern Vermont  
Development Association*

## EXECUTIVE COMMITTEE MEETING

**Zoom Meeting**

**October 29, 2020  
6:00 PM**

### MINUTES

Those attending:

Committee:

Joel Cope  
Martha Feltus  
Paul Monette  
Thomas Robinson  
Grant Spates  
Gina Vigneault

Staff:

Judy Butson  
Tina Gonyaw  
David Snedeker  
Evan Oleson

Guests:

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The Meeting (via Zoom Meeting) was called to order by President Martha Feltus at 6:04 PM

**Update Agenda**

None  
Executive Committee and NVDA staff introductions.

**Minutes**

A motion to accept the minutes of the June 18, 2020 meeting as presented was made by Thomas Robinson and seconded by Grant Spates. The motion was approved on a voice vote.

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The regional planning and development commission serving The Northeast Kingdom: Caledonia, Essex and Orleans Counties  
NVDA is an Equal Opportunity lender, provider and employer

### **Financials**

A motion, June, July, August & September Financial Statements were reviewed and subject to audit was made by Grant Spates and seconded by Joel Cope. The motion was approved on a voice vote.

### **ReStart VT Technical Assistance program**

Evan presented

See presentation slides below.

### **Executive Director Update**

- See update below.

### **Other Business**

Judy mentioned that we are in the last year of the contract with the Auditors. She has reached out to them and is pleased with the service they have provided. An item will be added to the next meeting agenda to discuss approval for another three-year term.

With no other business before the committee, a motion was made by Paul Monette and seconded by Joel Cope to adjourn the meeting, carried unanimously. The meeting was adjourned at 6:43 PM.

# Exec. Committee Presentation

10/29/20

Evan Oleson

# Restart Vermont Technical Assistance (ReVTA)

- RDCs tasked with deploying \$1.4m of technical assistance grants to aid business recovery
  - \$80k allocated to NVDA region
- Recovery Navigator works with businesses to:
  - Devise recovery solution
  - Identify vendor
  - Formulate Scope of Work
- Grants up to \$3,000 per business
- Applications accepted starting 9/21
- All work must be complete by 12/4



# ReVTA in NVDA by the numbers

- Registered Businesses: 33
- Registered Vendors: 16
- Approved Scopes of Work: 14 projects worth \$30,266
- Scopes of Work in review: 4 projects worth \$10,797
- Scopes of Work in progress: 5 projects worth \$12,800
  - Sub-total: 23 projects worth \$53,863
  - \$32,605 is contracted with vendors local to NEK
- Inquiries, consultations, identifying vendors: 14 projects



# What I'm Hearing

- Recovery Solution themes:
  - Shifting sales and marketing strategy and focus
  - Need to catch up on critical business operations
  - Need to plan for a change in status-quo / operate leaner
- Popular projects and areas of focus:
  - Accounting and financial management
  - Web presence
  - Marketing, including photography, videography, and graphic design

# Example Projects

- Riverside School and Northeast Kingdom Online
  - Transition to a new website platform to improve communications and remote learning capabilities
- Piette Lumber and Denise Sullivan CPA
  - Improve financial planning in face of changing market conditions
- Catamount Arts and Engineering Services of VT
  - Provide ventilation recommendations for a safe re-opening of Arts Center



# Next Steps

- Enroll more projects and reach full grant allocation
- Support projects through completion
- Add to NVDA mailing list and contacts to enhance our ability to deploy a similar program in the future



# Questions?

**Does your  
business  
need help  
recovering from  
COVID-19 impacts?**

**Can your  
business  
help others  
with recovery  
solutions?**

The **ReStart Vermont Technical Assistance Program** works with Vermont businesses to find the right resources and help each business on its path to recovery.

**Click for info about providing or receiving assistance**



October 29, 2020

To: NVDA Executive Committee

From: David Snedeker, Executive Director

Re: Director Updates – NVDA Executive Committee Meeting, via Zoom

**Funding Applications submitted by/with NVDA:**

USDA Rural Business Development Grant #2 – broadband implementation - RECEIVED

NBRC Rural Forest Economy Partnership Grant – YBBA project – submitted

EPA Brownfield Assessment Grant - submitted

BGS Regional Economic Development Grant – Currier’s Market – RECEIVED

EDA Planning Grant for Northern VT Economic Development District – RECEIVED

EDA CARES Act Grant for Regional Recovery - RECEIVED

**NVDA Brownfields Coalition Partnership – EPA Assessment Activities**

We have fully utilized the \$600,000 that NVDA and Coalition Partners Newport & St. Johnsbury received, EPA Phase 1 & Phase 2 environmental assessment activities were undertaken at the following locations:

- Albany Community Store/Café – *completed, under construction*
- Glove Factory building in St. Johnsbury – *completed*
- St. Jay Hardware (to be St. Johnsbury Distillery) – *completed*
- Depot Square Apts. In St. Johnsbury – *completed, under construction*
- Lyndon Town Garage (for park and recreational use) – *completed, Phase 2 needed*
- Greensboro Garage in Hardwick – *completed, still seeking financing*
- CN Brown property in St. Johnsbury – *completed, Phase 2 needed*
- Former Bank and adjoining Service Station in Hardwick – *completed Phase 1 only*
- Fire site in St. Johnsbury – *completed, Phase 2 in process*
- Gardner Park in Newport – *completed, Phase 2 pending*
- Former Portland Pipeline Pumping Station – *completed, additional Phase 2 needed*
- Portland St. Gas Station in St. Johnsbury – *completed Phase 1 only*
- Montpelier Granite Works – *completed Community Outreach Plan*
- North Hyde Park Valley Hotel – *completed Phase 1 only*

**NVDA Revolving Loan Program**

NVDA has provided applications to two businesses

**Industrial Park Lot Sale/Inquiry**

- NVDA has provided a P&S to Maine Energy Systems for Lot 4 in the St. Johnsbury – Lyndon Industrial Park.
- NVDA has lost Tata & Howard as a tenant in our St. Johnsbury office building. We have recently leased our conference room to Heartspace Yoga.
- NVDA has lost two tenants (American Commercial Equipment and B-Kool) in our Lyndonville industrial park building.

Other major projects:

NVDA Annual Audit in process

NVDA staff are completing summer-fall field work with all towns around road erosion and water quality

NVDA continues participation in the Act 250 process for a town quarry in Albany, VT and for an asphalt plant in Irasburg, VT

NVDA continues to lead the Hardwick YBBA development project

NVDA continues to provide funding support to the NEK Community Broadband CUD

NVDA is participating in the ReStart VT Technical Assistance program to support businesses

NVDA is participating in the Local Government Expense Reimbursement program to support communities