

TOWN CLERK  
TOWN OF SANDWICH  
APR 06 2022  
8 H43 M 4 AM  
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## Sandwich Visitor's Services Board Meeting

DATE: February 8, 2022

LOCATION: Via Zoom

### In Attendance:

VSB Attendees: Heidi Trottier, Kathy Aubin, Bev Comeau, Daryl Crossman, Carol Hanson, Tina Walker-Morin

Absent: N/A

Other Attendees: Ralph Vitacco, as Zoom host

Meeting called to order @ 7:30 AM by Heidi Trottier

Minutes of the October 12, 2021, meeting:

Motion made to approve by Carol Hanson, 2<sup>nd</sup> by Daryl Crossman

Approved Unanimously

- 1) Detailed Review of Budget v.s. Paid and Unpaid Awards  
Budget - \$156,366  
Allocation - \$46,238.62  
Awards Unpaid:
  - SHC Webmaster, bills monthly, \$400 remaining
  - BMX, \$7500
  - Life Scout Tim Searault, \$1500Current Balance - \$140,201.28

Heidi Trottier clarified that post-award, the grant recipients must submit receipts to the Town within 90 days, and if unable to do so, the funds will revert to the total available balance, and the recipient will be required to reapply for consideration.

- Life Scout Tim Searault has received all required permits for his project after 9 months and will reapply for funding in March.
  - Sandwich Chamber will be requesting funds in March.
  - The new legislation has passed as it relates to how funds will be allocated in the future which means the VSB, the Canal Chamber and Sandwich Chamber will be receiving funds directly in FY23. We are awaiting an update from the Town as to the actual split and timeframe.
- 2) Discussion of other opportunities: Adventure Park for preschool, K-6 grades in disrepair as it has not been maintained. [Check with Lauren Melillo.] Little League is pursuing large \$ through CPC. Discussions underway.
  - 3) Promote VSB via marketing/press release. List of accomplishments/orgs we have supported and how to apply.



- 4) Canal Chamber Board Seat – We are required in our by-laws to have one seat devoted to the Canal Chamber. Heidi is following this as a change to this criterion would require a vote at Town Meeting.

Action Items to Follow:

- Daryl will reach out to Tammy Gibbs re BMX status.
- Heidi will contact Marie again re board seat candidate.
- Work on PR messaging [All].
- Kathy will contact Lauren Melillo to determine status of playground.

Motion to adjourn by Daryl Crossman, 2<sup>nd</sup> by Bev Comeau  
Meeting adjourned 8:34 AM

Next Meeting: Tues., 3/8/22, 7:30 AM

Respectfully submitted,  
Kathy Aubin, Secretary