

**Provincetown Economic Development Committee Minutes**  
**February 17, 2016, 3:00 p.m.**  
**Caucus Hall, Provincetown Town Hall**

**Members Present:** Steven Latasa-Nicks, Bryan Armstrong (remote), Regina Cassidy, Steven Baker, Karen Cappotto

**Absent:** Michael Miller

**Others Present:** Town Manager David Panagore  
Finance Director Dan Hoort

Meeting called to order at 3:00 p.m.

Steven introduced the newest member of the Committee, Steven Baker. Steven introduced himself and gave the Committee a little of his background.

The Committee discussed the grant applications received. 13 eligible grant applications were received.

- 5 micro grant applications were received.
- 8 grants were received for full grants of up to \$5,000
- 3 applications were received after the deadline and will not be considered.

The Committee prepared to judge the 5 micro grant applications. The Committee will judge each of the applications on the five criteria.

1. Economic Impact
2. Job Creation
3. Project Execution
4. Management Plan
5. Quality of Project Planning

Karen moved that each member give 1 point for yes, 0 for no for each criteria in judging the micro grants. 2<sup>nd</sup> by Regina. Motion approved 5-0-0.

The Committee began to judge the micro grant applications. A minimum score of 3 points must be achieved for the Committee to recommend the application to the Board of Selectmen (BOS) for approval. The Committee had planned to recommend awarding up to ten grants in the amount of up to \$500 each. Only five applications were received.

**Grant Application by Jen Rumpza, Amount Requested: \$491**

**For: Pre-startup kombucha brewing company.**

- |                                |           |                       |
|--------------------------------|-----------|-----------------------|
| 1. Economic Impact             | Points: 1 | All members voted yes |
| 2. Job Creation                | Points: 1 | All members voted yes |
| 3. Project Excellence          | Points: 1 | All members voted yes |
| 4. Management Plan             | Points: 1 | All members voted yes |
| 5. Quality of Project Planning | Points: 1 | All members voted yes |

Committee recommends grant of \$491 be awarded by the BOS by a vote of 5 points out of 5.

**Grant Application by Far Land Provisions, Amount Requested: \$500**

**For: Hire local resident to update floor plan**

- |                                |           |                       |
|--------------------------------|-----------|-----------------------|
| 1. Economic Impact             | Points: 1 | All members voted yes |
| 2. Job Creation                | Points: 1 | All members voted yes |
| 3. Project Excellence          | Points: 1 | All members voted yes |
| 4. Management Plan             | Points: 1 | All members voted yes |
| 5. Quality of Project Planning | Points: 1 | All members voted yes |

Committee recommends grant of \$500 be awarded by the BOS by a vote of 5 points out of 5.

**Grant Application by Tina Camino, Amount Requested: \$500**

**For: Purchase photography books for resale locally**

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|--------------------------------|-------------|-----------------------|
| 1. Economic Impact             | Points: 1   | All members voted yes |
| 2. Job Creation                | Points: 0.5 | Two members voted yes |
| 3. Project Excellence          | Points: 0.5 | Two members voted yes |
| 4. Management Plan             | Points: 1   | All members voted yes |
| 5. Quality of Project Planning | Points: 1   | All members voted yes |

Committee recommends grant of \$500 be awarded by the BOS by a vote of 4.5 points out of 5.

**Grant Application by Kyle Brodie, Amount Requested: \$500**

**For: Late Night at the Underground**

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|--------------------------------|-------------|-----------------------|
| 1. Economic Impact             | Points: 1   | All members voted yes |
| 2. Job Creation                | Points: 0.5 | Two members voted yes |
| 3. Project Excellence          | Points: 1   | All members voted yes |
| 4. Management Plan             | Points: 0.5 | Two members voted yes |
| 5. Quality of Project Planning | Points: 1   | All members voted yes |

Committee recommends grant of \$500 be awarded by the BOS by a vote of 4.5 points out of 5.

**Grant Application by Tracy Kachtick-Anders, Amount Requested: \$500**

**For: Local products for Provincetown Farmers Market**

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|--------------------------------|-----------|-----------------------|
| 1. Economic Impact             | Points: 1 | All members voted yes |
| 2. Job Creation                | Points: 1 | All members voted yes |
| 3. Project Excellence          | Points: 1 | All members voted yes |
| 4. Management Plan             | Points: 1 | All members voted yes |
| 5. Quality of Project Planning | Points: 1 | All members voted yes |

Committee recommends grant of \$500 be awarded by the BOS by a vote of 5 points out of 5.

The meeting was adjourned at 4:00pm

Town Manager Panagore recommended that the Committee should request acknowledgement that the project is happening because of an EDC grant. Example: 'Thank you in part to a grant from the Provincetown Economic Development Committee'. He also suggested getting information out to the public regarding the grants prior to Town Meeting.

Steven will request the Committee's recommendations be on the BOS agenda for March 14<sup>th</sup>. Steven also briefly reviewed the other eight grant applications.

The meeting adjourned at 4:17pm.

Minutes approved by Committee on 03/14/16

