

Please see the portion of the Sustainable Communities Working Groups minutes regarding comments on the polities and the procedures. I have not received a copy of any conclusions from the co-chair.

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3. Discussion took place about **PROPOSED CHANGES TO SCWG BY-LAWS:**

- Consultant White noted that while MNCPPC has staff assigned to several Sustainable Work Groups, he is not privy to information for comparative features or the extent to which Work Groups have or do not have by-laws.
- The Work Group came to consensus conclusions:
  - The Co-Chair will send a copy of our conclusions to Mayor Franklin; and Commission Colbert will discuss his observations with Mayor Franklin.
  - Delete requirement that applications will be submitted to the Town for review; and not the SCWG;
  - Delete wording that prevents SCWG members from completing aspects of applications.
    - Discussion: SCWG can provide coaching and technical assistance to applicants:
      - Commissioner Colbert was asked if he had an example about which the Mayor may have been concerned or impetus for the proposed changed.
      - He advised he would consult with the Mayor.
- Secretary Fenn was unsure about proposed change to check-list.
  - Changes specified not to include additional criteria, unless approved by the Town.
  - Commissioner Colbert speculated as to the reasoning for the change, but will consult with the mayor for more information.
- Adjust wording that specifies a five-year interval to businesses who want to submit another application:
  - Provide for prioritizing applications so that repeat-applicants get a lower priority from first-time applicants.
  - If funds are left over, then a subsequent award can be considered to a repeat-applicant.
- Make more apparent:
  - that applicants will be considered on a first-come, first-served basis.
    - in a rolling-application process.
    - with a funding cap;
  - That deadline for applications is based on the application year, vs. a date certain.