

Community Development Advisory Commission

Meeting Minutes

Wednesday, May 12, 2021

This meeting was held via Zoom.

Commission Members in Attendance

Brian Courtney - *Commission Chair*

Candace Birks

Michael Brooks

Mike Johnson

Robin Lamott-Sparks

Robert Werner

Others in Attendance

Julie Smith - *Acting Community Development Program Manager*

Alyssa Bussard - *Commission Clerk*

Call to Order

As a quorum was present, the meeting was called to order at 6:35.

Approval of Minutes from April 14, 2021 meeting

Mr. Courtney called for a motion to approve the minutes from the meeting held on April 14, 2021. Mr. Brooks made the motion which was seconded by Ms. Birks. The motion passed in favor, with Ms. Lamott-Sparks abstaining.

Community Development Manager's Report

ADA Improvements:

There are no updates at this time.

Blight

There are no updates at this time.

Business Assistance

There are no updates at this time.

Down Payment Assistance

There has been one pre approval granted and one extension since the last meeting.

Fair Rent

There are no updates at this time.

Infrastructure

There are no updates at this time.

Public Service Agencies

The quarterly reports for the public service agencies for program year 46 have been received and the remaining applications have been received as well.

Residential Rehab

There has been one furnace application and one roof application submitted.

Other Business

The annual action plan is in progress at this time. Ms. Smith requested that we cancel the June 9 meeting and instead hold a meeting on June 16. This will give the commission an opportunity to approve the annual action plan so it can then be publicized and given to the legislative council. Mr Courtney asked for a motion to

change the meeting date. The motion was made by Ms. Lamott-Sparks and seconded by Mr. Werner. The motion passed in favor unanimously.

There have been vaccine events at the Keefe Center that have been very successful.

The Keefe Center is partnering with the Community Soup Kitchen in New Haven to provide hot and frozen meals to the public. This program will start on June 16 and will run as a pilot program for 6-8 weeks.

Ms. Smith reported that the applicants for the full-time CDBG program specialist position have been approved so she will begin interviews the following week.

The first open mic poetry night was hosted in the Community Garden at the Keefe Center on May 12. Representatives from Miller Memorial Library were there with their seed library and pop-up library.

The Arts Department may be moving to the Keefe Center which will give a bigger opportunity to incorporate public arts into community and youth services.

New Business

Ms. Smith proposed that the scope be widened regarding the down payment assistance target areas as she believes it is limiting being a small target area. Mr. Courtney brought up the point that they should look further into the reasoning behind the target area being as it currently is specified. After discussion, the commission stated that they would like more information but would be open to opening it to a larger target area with preference being kept to the target areas currently specified.

Old Business

Mr. Courtney opened the discussion regarding the public service agency allocations. Ms. Colette Kroop had sent a spreadsheet to the group that showed most commission member's suggested allocations as well as a median amount.

Mr. Courtney asked Ms. Smith if she can reach out to the liaison at CERT and ask if they can move forward with their project if they are not allotted the total amount of funds for which they asked.

After much discussion, the group decided to use Mr. Johnson's suggestions with a few changes. Mr. Courtney asked for a motion to approve the use of the allocations suggested by Mr. Johnson with the agreed upon edits. Mr. Werner made the motion which was seconded by Ms. Birks. The motion passed unanimously. This motion will be revisited if necessary depending on the information obtained from Ms. Smith regarding CERT.

Adjournment

Mr. Courtney called for a motion to adjourn. The motion was made by Mr. Johnson and seconded by Mr. Brooks. The meeting concluded at 7:29pm.

Submitted By: Alyssa Bussard, Commission Clerk