

Community Development Advisory Commission

Special Meeting Minutes

Wednesday, June 16, 2021

Commission Members in Attendance

Brian Courtney - *Commission Chair*

Michael Brooks

Mike Johnson

Robert Werner

Others in Attendance

Julie Smith - *Community Development Program Manager*

Colette Kroop

Alyssa Bussard - *Commission Clerk*

Call to Order

As a quorum was present, the meeting was called to order at 6:37.

Approval of Minutes from May 12, 2021 meeting

Mr. Courtney called for a motion to approve the minutes from the meeting held on May 12, 2021. Mr. Werner made the motion which was seconded by Mr. Johnson. The motion passed unanimously in favor.

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 two applications are currently in process.

Fair Rent

There are no updates at this time.

Infrastructure

There are no updates at this time.

Public Service Agencies

All but three final draw downs have been received. No agreement was received from PLACE, so they will likely need to reprogram those funds.

Residential Rehab

There has been one roof application that has been preapproved and one roof application is currently open.

Other Business

The annual action plan is in progress at this time, they have met with the consultant. It will be sent to the commission before the July meeting so that the commission members can be prepared for any necessary votes during our July meeting.

Ms. Smith also reported the following:

The Community Soup Kitchen was at Keefe to deliver meals on June 16. They gave out 432 meals and it will continue on Wednesday evenings from 4:30-6:30. There is a plan to survey the public to determine what programs would be well received.

Beginning on June 22, there will be a free Farmer's Market at Keefe every other Tuesday from 11-1.

On Fridays at Keefe, there is an informal cookout for the neighborhood.

Liaisons from Quinnipiac are working to create a new webpage for the Keefe Center so that many of the forms can be available online.

Ms. Smith is on the Affordable Housing Task Force through SCROG and they are creating an affordable housing plan for each region. Ms. Smith hopes that someone will be able to speak with the commission regarding the needs of the community.

The community garden is in bloom and beautiful.

New Business

Ms. Smith opened a discussion regarding the annual action plan. There was a second allotment of CDBG funding for COVID relief in the amount of \$360,802. They were recently informed that the funds need to be allocated by August 15, 2021. They would like to put this money into the annual action plan. There is not enough time to go through public service agency interviews. As one of the recommended uses of the funds is improvements to public buildings, Ms. Smith proposed that the money be used at The Keefe Center. Improvements to the outside of the building would allow them to hold more programming. If the town is faced with another situation like the pandemic, outdoor programming would be allowed to continue as it allows for social distancing and so on. There were questions raised regarding using these funds for schools. Ms. Kroop explained that there would need to be application processes for everyone involved and due to the very short timeline there is no realistic way these funds can be used for schools. Additionally, Ms. Smith did explain that schools are getting their own allotment. She also explained

about the Neighborhood Ambassador Program which extends the summer youth employment program. She further explained that the desire is to use the funds to make the Keefe Center a neighborhood hub in Hamden. Ms. Smith also reminded the commission that there will be four town departments at the town being able to use these funds in addition to the collaborations being made with other town departments.

Ms. Kroop further explained that this conversation will be approving them to write the budget with the above in mind, not voting to approve the actual budget.

Ms. Smith reported that Ms. Kroop has been hired full time at the Keefe Center as the Community Development Program Specialist.

Old Business

As stated in the May meeting, 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. Ms. Smith confirmed that they can move forward with the project if only partially funded. With there being no further allocations, Mr. Courtney asked to move forward with approving the allocations as they were discussed in the May meeting. This motion was made by Mr. Johnson and seconded by Mr. Brooks. The motion passed unanimously.

Adjournment

Mr. Courtney called for a motion to adjourn. The motion was made by Mr. Brooks and seconded by Mr. Werner. The meeting concluded at 7:14pm.

Submitted By: Alyssa Bussard, Commission Clerk