

Community Development Advisory Commission
Meeting Minutes
July 15, 2020

MINUTES: The Community Development Advisory Commission held a Special Meeting at 6:30 p.m. on July 15, 2020 virtually via Zoom. The following issues were discussed.

Commissioners in Attendance: Candace Birks, Joyce Blandon, Michael Brooks, Brian Courtney, Mike Johnson, Robin Lamott-Sparks, Bruce Sweyd, Robert Werner

Commissioners Excused:

Commissioners Absent:

Others in Attendance: Adam Sendroff, Community Development Program Manager
Alyssa Bussard, Commission Clerk
Colette Kroop

1. Call to order

As a quorum was present, Mr. Courtney called the meeting to order at 6:41 PM.

2. Attendance

Attendance was taken as noted above.

3. Review of minutes from February 11, 2020

Mr. Courtney called for a motion to approve the minutes from February 11, 2020. Ms. Lamott-Sparks made a motion to approve the minutes, which was seconded by Ms. Blandon. The motion passed unanimously.

4. Community Development Manager's Report

Mr. Sendroff stated that responsibilities have shifted due to the current pandemic so those at Keefe Community Center have become more focused on things regarding basics needs such as food security. An example of this is how the food bank operations shifted to more of a grab and go experience. He mentioned that the Keefe Center has worked on facilitating and organizing COVID testing sites with Cornell Scott-Hill Health Center. They will be at Hamden High School on July 29 from 3:00-7:00. The shift from food centered assistance will be shifting to eviction prevention. The eviction moratorium has been extended to August 25, and thus there is an expectation for a housing crisis near the end of the summer.

Prior to our last meeting, there was a bid out to find a consultant to assist with the Annual Action Plan. A company has been chosen and will move forward with assisting.

There have been many extensions and waivers due to COVID. The Five Year Plan and Annual Action Plan were both due in May of 2020. The deadline for these has been extended to August of 2021.

Through the CARES Act there is an additional CDBG allotment to communities of \$281,529 for the Town of Hamden. The money has to be spent to specifically prepare for, prevent or respond to COVID-19 in addition to fitting in to the existing CDBG parameters and requirements. Mr. Sendroff's suggestion was to have 50% of this money be for Public Service Agencies. With 30% be for micro-enterprise business assistance in response to COVID-19 to assist small businesses, and 20% to go toward administration. In order to apply for this allotment, the Citizen Participation Plan must be amended. This will shorten the public comment period.

Mr. Brooks entered the meeting at 6:47pm.

Fair Rent

There are no pending complaints at this time.

Down Payment Assistance

There have been seven closings so far, and five have been pre-approved.

Business Assistance

There have been two new sign grants thus far as recorded in last month's minutes.

Blight

There is nothing to report at this time.

Residential Rehab

Six roofs have been completed and there are three in progress at this time. Five furnace replacements have been completed.

ADA improvements

There is nothing pending at this time.

Infrastructure

Nothing to report at this time.

Public Service Agencies

End of the year reports were collected. Due to the pandemic, many plans were changed or cancelled. Church Street school did not run their program. Mr. Sendroff needs to inquire further into this issue as PSA money can not be rolled over generally. There have also been some staffing changes at some of the agencies.

6. Old Business

Mr. Sendroff distributed The Public Service Agencies Allocation worksheet to the committee. This worksheet included notes and suggestions from Mr. Brooks, Mr. Courtney and former committee member, Ms. Lyons. A discussion regarding these allocations ensued. After the discussion, the committee determined to move forward with the allocations suggested by Mr. Brooks. Mr. Courtney called for a motion to move forward with Mr. Brook's suggestions. Mr. Johnson made a motion which was seconded by Mr. Werner. The motion passed with majority vote with Mr. Sweyd abstaining.

7. New Business

Mr. Courtney informed the committee that Ms. Janet Lyons has decided to leave the committee. Mr. Courtney thanked Janet for all of her amazing work over many years on the committee. Mr. Courtney welcomed new commission member Bruce Sweyd. Mr. Sweyd gave a brief introduction of his background.

Mr. Sendroff requested that the committee make a movement to allow an amendment to the Citizen's Participation Plan in accordance to the COVID-19 HUD waiver. The amendment will be to shorten the public comment time and allow the hearing to be held virtually. Mr. Johnson made a movement which was seconded by Mr. Brooks. The movement passed unanimously.

Mr. Sendroff requested that the committee make a movement to allow an amendment to the Program Year 45 Annual Action Plan to add the ability to apply for, accept, and expend CARES Act COVID-19 relief funding. Mr. Brooks made the movement which was seconded by Ms. Lamott-Sparks. All were in favor and the movement passed unanimously.

Mr. Sendroff requested that the committee make a movement to allocate the \$281,529 of CDBG COVID care funding in line with his suggestions. His suggestions are that 50% of this money be for Public Service Agencies. With 30% be for micro-enterprise business assistance in response to COVID-19 to assist small businesses, and 20% to go toward administration. Mr. Brooks made a movement to accept Mr. Sendroff's suggestions, the movement was seconded by Mr. Sweyd and it passed unanimously.

8. Adjournment

Mr. Courtney requested a motion to adjourn. Mr. Werner made a motion to adjourn, which was seconded by Mr. Johnson. The motion passed unanimously and the meeting adjourned at 7:35 PM.

Submitted By: Alyssa Bussard, Commission Clerk