



**TOWN OF GREENWICH
COMMUNITY DEVELOPMENT OFFICE
CDAC Public Meeting
April 10, 2019 (Wednesday)
6:00 p.m., Town Hall Meeting Room, Greenwich Town Hall**

MEETING MINUTES

CDAC Members Present: Stephanie Barrett, Bill Drake, Christine Edwards, Judith Goss, Lucy Krasnor, Kristine Lowe, Steven Rubin, Vick Sandhu, Sharon Shisler, Cathy Sidor, Samarpana Tamm, Alexis Voulgaris, Ric Wellington, David Weisbrod

CDAC Members Not Present: Phyllis Behlen, Claudia Carthaus, Dawn Fortunato, Victoria Goss, Alan Gunzburg, Miriam Kreuzer, Cathy Landy, Jeffrey Medina, Wilma Nacinovich, Winston Robinson, Norma Roelke, Elizabeth Sanders, Samuel Telerico

Town of Greenwich Staff: Tyler Fairbairn, Jill Foster

Members of the Public: Ken Borsuk

1. Call to Order

Community Development Advisory Committee ("CDAC" or the "Committee") Chair Alexis Voulgaris called the meeting to order at 6:01 p.m.

2. Action on Minutes of March 13, 2019 Public Hearing

Alexis Voulgaris asked if there were any questions, comments or proposed revisions to the minutes of the March 13, 2019 CDAC public hearing. Steven Rubin made a motion to approve the minutes. Lucy Krasnor seconded. The minutes of the March 13, 2019 CDAC public hearing were unanimously approved.

3. Discussion of Subcommittee Reports

Discussion of subcommittee reports was incorporated into general discussion of funding activities in Program Year 2019 ("PY2019").

4. Format for Funding Recommendation Process

Tyler Fairbairn asked to discuss several administrative matters before the Committee began deliberating on funding recommendations:

- a. Mr. Fairbairn provided an update on conflict of interest and informed the Committee that the U.S. Department of Housing and Urban Development ("HUD") Hartford Field Office responded to the Town that no conflicts were found with Old Greenwich Riverside Community Center or the Housing Authority of the Town of Greenwich ("HATG"),

however it reiterated that Winston Robinson would need to fully recuse himself from the CDAC decisionmaking process.

- b. Mr. Fairbairn informed the Committee that the HATG had submitted more than \$500,000 in Community Development Block Grant (“CDBG”) payment requisitions to the Community Development Office in response to requests from Community Development, CDAC and members of the Board of Estimate and Taxation. Mr. Fairbairn said that this allowed the Town to meet its CDBG timely expenditure obligation and thanked the Committee for its assistance.
- c. Mr. Fairbairn noted that HUD has not yet informed the Town what its PY2019 CDBG allocation will be, so the Committee will be basing recommendations upon a presumption of level funding. Mr. Fairbairn added that, per HUD requirements, the Town has created a contingency plan in which any increase or decrease to the prior year CDBG funding level will be shared proportionately by Public Service activities recommended for funding.
- d. Mr. Fairbairn informed the Committee that the Community Development Office was requesting the full twenty percent of the Town’s total CDBG allocation permitted by HUD regulations for administrative funding in PY2019. Mr. Fairbairn noted that the Town will need to draft a new Five Year Consolidated Plan for Housing and Community Development by 2020, and that full administrative funding is necessary in order to pay for additional public notices and potentially a consultant.

Alexis Voulgaris reminded the Committee that in prior years it had established that \$5,000 would be the minimum grant awarded to applicants. The Committee decided to fund one each of the Public Service applications by Inspirica and Pacific House so that funding may be awarded to new applicants/programs this year. Christine Edwards reminded the Committee that the reason Greenwich CDBG funds may be used for activities based in Stamford is because those services are not provided directly in Town. Ms. Voulgaris suggested that Committee begin discussion by awarding each organization \$5,000 and then adding funding to organizations and activities deemed by the Committee to be most in need.

In deliberating on Public Facility funding, the Committee discussed the issue of outstanding funding that remains unspent by the HATG and expressed concern with their ability to draw the sizable amount of funding they were requesting in a timely manner. The Committee noted that the HATG is very worthy of funding, but was concerned about CDBG project management.

The Committee discussed reserving a small portion of CDBG funding as a contingency in the event that the Town’s PY2019 CDBG allocation is reduced from PY2018.

5. Action on Final Recommendations to the First Selectman

The Committee decided to vote on the entire PY2019 funding recommendations as a whole. Recommendations for funding were unanimously approved.

6. Other Business

Tyler Fairbairn disclosed publicly that he had discussed a possible conflict of interest issue with Committee member Cathy Landy due to her employment at the Boys & Girls Club of Greenwich and Abilis, Inc. Mr. Fairbairn told the Committee that he had advised Ms. Landy not to attend the meeting on April 10, 2019 and noted that she had not participated in any other portion of the 2019 CDBG allocation process.

7. Adjournment

Alexis Voulgaris adjourned the meeting at 7:43 p.m.

Public Service Activities	Requested	Recommended
Boys & Girls Club of Greenwich - Friday Night Teen Program	\$ 5,000.00	\$ 5,000.00
Child Guidance Center of Southern CT, Inc. - Mental Health Assessment, Treatment & Support Services	\$ 20,000.00	\$ 7,984.00
Community Centers, Inc. - Comprehensive Educational Program	\$ 10,000.00	\$ 7,000.00
Community Health Center, Inc. - Senior Dental Assistance Program	\$ 11,775.50	\$ 5,000.00
Family Centers, Inc. - First Steps Center at Armstrong Court Preschool Program	\$ 15,000.00	\$ 7,000.00
Family Centers, Inc. - RITE (Reaching Independence Through Employment) Program	\$ 10,000.00	\$ 5,000.00
Food Bank of Lower Fairfield County, Inc. - Food Bank Program Administrative Support	\$ 10,000.00	\$ 7,000.00
Greenwich Adult Day Care, Inc. - Saturday Night Lights	\$ 5,000.00	\$ 5,000.00
Inspirica, Inc. - Women's Housing Program Case Manager/Life Planning Coach	\$ 11,150.00	\$ -
Inspirica, Inc. - Jumpstart Career Program Employment Specialist	\$ 10,000.00	\$ 5,000.00
Jewish Family Services of Greenwich - Supermarketing for Seniors Program	\$ 10,000.00	\$ 6,000.00
Kids in Crisis, Inc. - Crisis Nursery Emergency Services	\$ 15,000.00	\$ 10,000.00
Meals-on-Wheels of Greenwich - Support for Food Service Program	\$ 5,000.00	\$ 5,000.00
Mothers for Others - Diaper Acquisition and Distribution	\$ 12,000.00	\$ 7,000.00
Neighbor to Neighbor - Summer Supplement Program	\$ 12,500.00	\$ 10,000.00
Old Greenwich Riverside Community Center - OGRCC Childcare Program	\$ 15,000.00	\$ 5,500.00
Pacific House - Emergency Meals Program	\$ 10,000.00	\$ 10,000.00
Pacific House - Drop In Day Program	\$ 55,000.00	\$ -
Pathways - Fellowship Program	\$ 22,844.00	\$ 6,000.00
YWCA Greenwich - Emergency Housing & Crisis Counseling for Domestic Violence Victims	\$ 30,000.00	\$ 7,000.00
Total for Public Service Activities (15% CAP - \$120,484 maximum)	\$ 295,269.50	\$ 120,484.00

Public Facility Activities	Requested	Recommended
Abilis - 50 Glenville Floors	\$ 117,850.00	\$ 117,850.00
Abilis - 50 Glenville Bathrooms	\$ 68,000.00	\$ 68,000.00
Abilis - 52 Glenville Kitchen	\$ 69,350.00	\$ 69,350.00
Boys & Girls Club of Greenwich - Windows	\$ 14,256.00	\$ 14,256.00
Boys & Girls Club of Greenwich - Building Rekeying	\$ 7,100.00	\$ 7,100.00
Family Centers - 20 Bridge Street Entry Renovation	\$ 66,450.00	\$ 66,450.00
Greenwich Botanical Center - Door Replacement	\$ 25,000.00	\$ 25,000.00
Greenwich Botanical Center - Flooring Replacement	\$ 53,000.00	\$ 53,000.00
Greenwich Historical Society - Bush Holley House Accessibility	\$ 63,686.00	\$ 63,686.00
Greenwich Library - Atrium and Lower Level Entrance	\$ 65,000.00	\$ 65,000.00
HATG - Wilbur Peck Kitchens	\$ 450,500.00	\$ -
HATG - Adams Garden Playground	\$ 174,138.00	\$ 61,709.00
Inspirica - Atlantic Park Apartments Elevator	\$ 130,000.00	\$ 90,000.00
Pacific House - Shelter Bed Replacement	\$ 55,962.00	\$ 55,962.00
Parsonage Cottage - Flooring Replacement	\$ 23,640.00	\$ 23,640.00
Pathways - Fellowship Generator	\$ 26,937.00	\$ 26,937.00
YMCA - Video Security Surveillance System	\$ 75,000.00	\$ 75,000.00
Total for Public Facility Activities (\$942,746 available)	\$ 1,485,869.00	\$ 882,940.00

Planning and Administration		
Program Year 2019 Planning and Administration	\$ 160,000.00	\$ 160,000.00
CDBG Administration PY2019 (20% CAP - \$160,646 maximum)		
	\$ 1,941,138.50	
Contingency Funding (excess/unallocated funds)	\$ -	\$ 59,806.00
CDBG Program Year 2019 Total	\$ -	\$ 1,223,230.00
Actual Entitlement for CDBG Program Year 2019	\$ 803,230.00	\$ 803,230.00
Reprogrammed Funds (unallocated funds from prior years) to Program Year 2019	\$ -	\$ -
HATG Hollow Wood Lane Repayment	\$ 420,000.00	\$ 420,000.00
Total Funding Available for PY2019	\$ 1,223,230.00	\$ 1,223,230.00