



**TOWN OF GREENWICH
COMMUNITY DEVELOPMENT OFFICE
CDAC Public Hearing
July 12, 2018 (Thursday)
6:30 p.m., Town Hall Meeting Room, Greenwich Town Hall**

MEETING MINUTES

CDAC Members Present:

Dawn Fortunato, Judith Goss, Alan Gunzburg, Lucy Krasnor, Miriam Kreuzer, Kristine Lowe, Norma Roelke, Steven Rubin, Vick Sandhu, Cathy Sidor, Samarpana Tamm, Samuel Telerico, Alexis Voulgaris, David Weisbrod, Ric Wellington

CDAC Members Not Present: Stephanie Barrett, Phyllis Behlen, Claudia Carthaus, Bill Drake, Christine Edwards, Victoria Goss, Cathy Landy, Jeffrey Medina, Wilma Nacinovich, Winston Robinson, Elizabeth Sanders, Sharon Shisler

Town of Greenwich Staff Present:

Tyler Fairbairn, Barbara Johann

1. Call to Order

Community Development Advisory Committee ("CDAC" or the "Committee") Chair Alexis Voulgaris called the meeting to order at 6:35 p.m.

2. Introduction of CDAC Members

Town of Greenwich (the "Town") Community Development/Grants Administrator Tyler Fairbairn and members of the CDAC introduced themselves.

3. Explanation of Public Hearing Rules/Process

Tyler Fairbairn explained that each applicant would have three minutes (plus additional time if an applicant has more than one application) to present their proposals, with unlimited time afterward for questions from the CDAC. Alexis Voulgaris reminded applicants that the CDAC had copies of their applications, and that it might be beneficial to discuss details of the project outside of what was included in the application.

4. Presentations by Program Year 2018 Reprogramming Applicants

- a. **Parsonage Cottage:** Penny Lore and Richard DiPreta presented the front door replacement proposal. They informed the CDAC that the existing doors were older and needed to be commercial rated, as opposed to residential rated. They explained that the doors no longer locked properly and people were occasionally trapped in between double doors, with staff having to let them out. Ms. Lore said that there are 40 rooms at the facility and they are generally full.

Alexis Voulgaris stated that savings on interest payments from a restructured prior CDBG loan were supposed to fund modest capital improvements at Parsonage Cottage and asked Ms. Lore why that fund could not pay for this project. Ms. Lore replied that the reserve fund is required to have a minimum of \$50,000.00 in it per the agreement with the Town, and that the front porch/ramp project ran over budget and depleted the reserve. Ms. Lore added that the goal of Parsonage Cottage is to be self-sustaining without continued assistance from the Housing Authority of the Town of Greenwich (“HATG”). Anthony Johnson from the Housing Authority added that HATG provides operating funds, but not capital funds, to Parsonage Cottage. Vick Sandhu asked the basis for the amount of CDBG funding requested, and Ms. Lore responded that the amount was based on a quote.

- b. **Boys and Girls Club of Greenwich:** Megan Sweeney presented three proposals put forth by the Boys and Girls Club. Ms. Sweeney stated that the current HVAC system at Horseneck Lane is failing, and will no longer be supported for repairs when it needs them.

Ms. Sweeney said that the second proposal submitted would repair a 10’ x 30’ section of roof at Horseneck Lane that suffered storm damage. Norma Roelke asked if insurance would cover repairs, and Ms. Sweeney replied that she did not think it would. Cathy Sidor suggested that Ms. Sweeney check with the Town Purchasing Department to see if the Boys and Girls Club could get a better price.

Ms. Sweeney described some of the windows at the Horseneck Lane facility as inoperable, and said that the third application would replace sixteen (16) windows in the building. Lucy Krasnor asked how windows installed in 2004 are already so damaged, and Ms. Sweeney replied that the building gets a lot of use, and not all of the windows were inoperable.

Alan Gunzburg asked what order of preference the Boys and Girls Club had for the three proposals, and Ms. Sweeney responded HVAC, roof repair and then windows. Ric Wellington asked what percentage of members/participants at the Club are income-eligible. Ms. Sweeney responded that 55% of afterschool kids would be eligible, with the number fluctuating when camps are in session. Miriam Kreuzer asked how the Boys and Girls Club would proceed if the projects were not all funded, and Ms. Sweeney replied that there is a capital reserve, but it gets depleted quickly.

- c. **Abilis:** Amy Montimurro and Tim Murtha described the accessibility renovations proposed for Abilis’s 15 Cross Ridge facility.
- d. **Pacific House:** Jerome Roberts presented an application for two new air conditioners at Pacific House’s Stamford emergency shelter. Mr. Roberts said that the building was constructed in the early 1900s and renovated in the 1980s, with the two existing air conditioners not being replaced since then. Mr. Roberts added that the second floor of the building has no windows and the shelter could not operate as a cooling center this year because of the state it is in. Mr. Roberts also mentioned that the shelter is capable of temporarily housing 85 people, while expanding to accommodate more than 100 people in extreme weather conditions.

Steven Rubin asked how many Greenwich residents are served. Mr. Roberts said that approximately 75-100 Greenwich residents are served annually, although it can be tough to tell who is from Greenwich because residents have to self-identify and some Greenwich/former Greenwich residents are reluctant to do so. Ric Wellington asked when the new air conditioning units would go in, and Mr. Roberts replied that they would be installed in the fall. Alan Gunzburg asked why this project was not addressed earlier, and Mr. Roberts said that Pacific House put in an application to the State of Connecticut, but it was turned down. Miriam Kreuzer asked if other towns/cities served by the shelter have programs similar to Greenwich's CDBG Program. Mr. Roberts said that Stamford has CDBG funding, but Pacific House had not yet applied for the current Stamford funding cycle. Lucy Krasnor asked how people find out about Pacific House, and Mr. Roberts said that some are referred and many others hear about the facility through word of mouth.

- e. **Pathways:** Florence Griffin presented a proposal for renovations at the 175 Millbank Avenue group home owned and operated by Pathways. Ms. Griffin explained that the facility houses eight (8) clients dealing with severe mental illnesses who need 24-hour per day care. She said that the proposed project would cover kitchen and bathroom renovations, as well as interior painting.

Alan Gunzburg asked what specifically was going to be painted, and Ms. Griffin replied that the entire interior would be painted. Mr. Gunzburg inquired as to whether current occupants would have to be relocated during renovations, and Ms. Griffin informed him that there are two existing bathrooms, so no residents would be displaced during renovations. Steven Rubin asked if there were additional cost estimates. Tyler Fairbairn said that he would check the office for the additional quotes and circulated to the CDAC.

- f. **Inspirica:** Jane Lindau and Gina Mello presented an application for funding to replace the elevator at Inspirica's Colony Apartments in Stamford. They explained that the facility is home to 29 low-income men and women, and that the current request would leverage \$80,000.00 in CDBG funding that Inspirica received in 2018. Ms. Lindau said that due to unforeseen state budget cuts, Inspirica would like to shift organizational funding to operations instead of further elevator upgrades.

Alan Gunzburg asked if the elevator was supposed to be completed last year, and Ms. Lindau said that 2017 funds were awarded for the elevator at Inspirica's 141 Franklin Street headquarters, and not the Colony Apartments. Ric Wellington asked if residents are permanent, and if there is much turnover at the facility. Ms. Lindau responded that Colony Apartments is a permanent supportive housing development, and that all 29 people have to be certified as homeless in order to reside there.

- g. **YMCA of Greenwich:** Elaine Grant and Bob DeAngelo presented a proposal for the purchase of a new bus for the YMCA's early learning center. Ms. Grant said that the current bus is from 2004 and is having mechanical issues. Samparana Tamm asked if the Town of Greenwich's repair service could be utilized to repair the existing bus, and Ms. Grant said that she would investigate. Dawn Fortunato asked if the bus has broken down

with children on it, and Ms. Grant said that it had. When the bus breaks down children are taken off the bus and the YMCA arranges for their transportation home.

Alexis Voulgaris asked Tyler Fairbairn if a bus was an eligible CDBG expense. Mr. Fairbairn explained that he contacted the U.S. Department of Housing and Urban Development (“HUD”) Hartford Field Office to confirm, and was told that it is an eligible expense in certain circumstances. Mr. Fairbairn explained that while vehicle purchases are generally ineligible, they may be purchased if they support a CDBG-eligible service and every trip and repair is documented to verify that only low-/moderate-income beneficiaries are being served.

- h. **Housing Authority of the Town of Greenwich:** Anthony Johnson and John Yankowich presented the three proposals submitted by the HATG. Mr. Johnson opened his presentation by stating that the HATG was withdrawing two of the three applications submitted for 2018 reprogramming funds. Mr. Johnson said that the HATG recently received approval to develop a new 51-unit building at McKinney Terrace, thus negating the need for the \$211,000.00 parking lot repaving request. Additionally, Mr. Johnson said that HATG was withdrawing its \$136,000.00 request for walkway sealing and painting at Wilbur Peck. He added that HATG is the primary houser of CDBG beneficiaries.

Mr. Johnson said that the project the HATG was proceeding with – a \$395,000.00 request for McKinney Terrace II roof repair – was a state-owned senior housing development with a 30-year old roof. Mr. Johnson added that he understood that the entire \$395,000.00 request was not available, but that the HATG would be happy to take anything the Town could award. Cathy Sidor asked if the HATG received funds from the Town of Greenwich or United Way, and Mr. Johnson responded that they do not and said that there were eight years left on the mortgage for the property. Steven Rubin asked if the HATG planned to complete the project in sections, and Mr. Yankowich said that was likely. Alexis Voulgaris asked about existing, prior-year CDBG-funded projects that had not yet been completed and fully invoiced. Mr. Johnson replied that there were multiple projects underway and that contracts had been signed for prior-year McKinney Terrace projects. Ric Wellington asked about potential partial funding and the cost of roof repairs by section. Mr. Johnson responded that the first section of the roof replacement would cost approximately \$100,000.00 - \$125,000.00. Tyler Fairbairn informed the group that HUD allows for partial awards, however the scope of the project would have to be revised in the contract should funding be awarded. Dawn Fortunato asked about the relationship between the 2018 reprogramming funding McKinney Terrace proposal and prior-year McKinney Terrace proposals, and Mr. Johnson replied that prior grants are under contract. Ms. Fortunato asked if the Connecticut Housing Finance Authority had any funding in this project, and Mr. Johnson said that they did not at the moment, but the HATG has applied.

- i. **First United Methodist Church/Community Centers, Inc.:** Bruce Kimball and Gaby Rattner presented the application for funding at the Parsonage at First United Methodist Church. Mr. Kimball explained that the church was constructed in 1869 and the Parsonage was constructed in 1872. He added that Community Centers, Inc. had been leasing the Parsonage for the past 35 years.

Cathy Sidor asked how many people use the facility. Ms. Rattner said that there are six full-time staff members, and two part-time staff on Sundays. Ms. Rattner added that 40 children occupy the space from Monday through Friday during the summer, and approximately 30-40 children use the space during the academic year, with eight special needs adults utilizing the space during the evenings. Ms. Sidor inquired as to whether there were historic preservation funds available for the building renovations, and Mr. Kimball said that at the moment there were not. Ms. Sidor asked if there was a contractor or architect lined up for the project, and Mr. Kimball said that for the window replacements the window vendor would handle installation. Ms. Sidor asked if the project can be broken out into parts, and Ms. Rattner replied that it could, but may cost more if done in stages. Ric Wellington suggested that the applicants look into the historic review process, as it may add to the time and cost required to complete the project.

- j. **Family Centers:** Bob Arnold and Bob Short appeared before the committee to present a proposal for building and bathroom accessibility upgrades at 20 Bridge Street. Mr. Arnold noted that the facility is a licensed mental health center that serves 1,585 clients annually. He added that 60% of their clients utilize Medicaid and another 18% utilize Medicare. Mr. Arnold said that the building was acquired in 1992, and the doors and bathrooms are inadequate for people using wheelchairs, walkers or having other mobility issues.

Alan Gunzburg asked about the status as a federally funded health center, and Mr. Arnold replied that Family Centers anticipates an increase in client volume due to this designation. Norma Roelke asked if there were any other sites where patients could receive these services, and Mr. Arnold replied that hospitals have limited psychiatric care available. Alexis Vulgaris noted that this was a large request and asked if there was any way to break it into smaller components. Mr. Arnold responded that Family Centers could potentially hold off on one of the bathroom renovations if only awarded funding to cover the door replacement.

- k. **Greenwich Historical Society:** Debra Mecky presented a proposal to continue accessibility renovations to the Bush-Holley historic site. Lucy Krasnor asked Ms. Mecky why the \$13 million raised by the Greenwich Historical Society did not cover the work proposed in this CDBG application. Ms. Mecky replied that money raised was for new construction, whereas this proposal was for an existing issue at the site. Alan Gunzburg asked if the area of the site covered in the proposal is currently wheelchair accessible, and Ms. Mecky replied that it was not, as it is currently a dirt path.
- l. **YWCA Greenwich:** Mary Lee Kiernan presented the YWCA's security enhancement proposal for their building that houses domestic abuse services. Ms. Kiernan said that the enhancements, including a card reader and new reception desk location, were proposed based on police recommendations. Alexis Vulgaris asked if this was a scalable project, and Ms. Kiernan replied that it would be difficult to break into parts, as many of the components of the proposal are integrated. Ric Wellington asked if current members show membership cards upon entry. Ms. Kiernan replied that they do, but there are too many points of entry to the building. Ms. Kiernan added that incidents involving real and potential security threats have been frequent enough at the facility to warrant concern.

5. Public Comment

No comments offered from members of the public.

6. Other Business

No other business was discussed. Alexis Voulgaris reminded the CDAC that the next meeting was on July 26, 2018.

7. Adjournment

Alexis Voulgaris adjourned the meeting at 8:47 p.m.