



**TOWN OF GREENWICH  
COMMUNITY DEVELOPMENT OFFICE  
CDAC Public Meeting  
July 26, 2018 (Thursday)  
6:30 p.m., Cone Meeting Room, Greenwich Town Hall**

**MEETING MINUTES**

**CDAC Members Present:**

Bill Drake, Judith Goss, Alan Gunzburg, Lucy Krasnor, Miriam Kreuzer, Cathy Landy, Wilma Nacinovich, Winston Robinson, Norma Roelke, Steven Rubin, Elizabeth Sanders, Vick Sandhu, Cathy Sidor, Samarpana Tamm, Samuel Telerico, Alexis Voulgaris, Ric Wellington

**CDAC Members Not Present:** Stephanie Barrett, Phyllis Behlen, Claudia Carthaus, Christine Edwards, Dawn Fortunato, Victoria Goss, Kristine Lowe, Jeffrey Medina, Sharon Shisler, David Weisbrod

**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 6:30 p.m.

**2. Action on Minutes of July 12, 2018 Public Hearing**

Vice-chair Alan Gunzburg moved to adopt the minutes of the July 12, 2018 CDAC public hearing. Samparana Tamm seconded the motion. The minutes were accepted without objection or comment.

**3./4. Discussion of Subcommittee Reports/Format for Funding Recommendation Process**

Tyler Fairbairn gave a brief summary of the Program Year 2018 ("PY2018") CDBG reprogramming process. Mr. Fairbairn said that the \$329,405.45 available to be reprogrammed was the result of contingency funds set aside during the PY2018 planning process, as well as prior-year projects that came in under budget or were turned down by the organizations they were granted to. Mr. Fairbairn added that the Program Year 2019 planning process would begin in January 2019, and would include an additional \$420,000.00 in available capital improvement/housing funding that was repaid to the Town for a housing development of the Housing Authority of the Town of Greenwich that was funded with CDBG but did not ultimately meet the affordability restrictions required by the U.S. Department of Housing and Urban Development ("HUD").

The Committee then discussed subcommittee reports written by CDAC members and distributed at and prior to the July 26, 2018 CDAC public meeting:

- a. ***Pathways – 175 Millbank Group Home Renovations:*** site visit was conducted by Ric Wellington and Cathy Landy. Mr. Wellington noted that nothing appeared to be in an overt state of disrepair, and said that the kitchen could be a priority if awarded funding, as it was not urgent, but necessary for the residents.
- b. ***Housing Authority of the Town of Greenwich – McKinney Terrace II Roof Repair:*** site visit conducted by Ric Wellington and Sam Telerico. Mr. Wellington and Mr. Telerico reminded the Committee that the Housing Authority had withdrawn its reprogramming applications for Wilbur Peck walkway sealing and McKinney Terrace parking lot repaving. They added that the Housing Authority was looking for partial roof funding for McKinney Terrace, but did not think that it needed to be prioritized in the PY2018 reprogramming funding cycle.
- c. ***Pacific House – Emergency Shelter Air Conditioning Replacement:*** site visit was conducted by Vick Sandhu and Miriam Kreuzer. Mr. Sandhu said that the shelter provided a unique resource for Greenwich residents, as there are no emergency shelters like this in Town, and recommended full funding for the proposal.
- d. ***Abilis – 15 Cross Ridge Accessibility Renovations:*** site visit was conducted by Alan Gunzburg and Kristine Lowe. Mr. Gunzburg said that this is a group home for six residents, with a kitchen that is unusable for those in wheelchairs and a bathroom that is extremely difficult to use for those with physical disabilities.
- e. ***Boys and Girls Club of Greenwich – HVAC/Roof Repair/Window Replacement:*** site visit conducted by Samparana Tamm and Jeffrey Medina. Ms. Tamm said that the HVAC repair was the priority for the Boys and Girls Club and suggested funding that proposal if funds were available.
- f. ***Community Centers, Inc./First United Methodist Church – Parsonage Renovations:*** site visit was conducted by Cathy Sidor and Alexis Voulgaris. Ms. Voulgaris expressed concern that the applicants were not fully aware of how the historic designation of the property may impact the cost and implementation schedule of the project. Ms. Voulgaris asked Tyler Fairbairn to let the applicant know that the Committee is receptive to the proposal and recommends that they reapply in January 2019 after further investigating the issues surrounding historic designation.
- g. ***Family Centers – Building and Bathroom Accessibility:*** site visit conducted by Winston Robinson and Alan Gunzburg. Mr. Gunzburg described the condition of the front entry and first floor bathrooms at Family Centers’ 20 Bridge Street facility. Mr. Gunzburg said that the existing entry doors and bathrooms are very difficult to use for handicapped people. The Committee took a vote on partially funding the projected and elected to award funding to the bathroom portion of the proposal.
- h. ***Greenwich Historical Society – ADA Accessibility to Bush-Holley House:*** site visit conducted by Steven Rubin and Winston Robinson. Mr. Rubin described the need for an accessible path at the site. The Committee discussed whether the Historical Society

might be able to fundraise to cover the cost of the path, and whether it was an urgent need.

- i. **Parsonage Cottage – Door Replacement:** site visits were conducted by Sam Telerico, Lucy Krasnor and Norma Roelke. The Committee discussed the disrepair of the existing doors and the urgent need to replace them.
- j. **Inspirica – Colony Apartments Elevator Replacement:** site visit conducted by Samparana Tamm. The Committee discussed that funding for the project needed to be “all or nothing” as there was no benefit to partially funding an elevator. Ms. Tamm noted that Inspirica received \$80,000.00 in PY2018 for the elevator, and need an additional \$50,000.00 to complete it. The Committee noted that the facility serves 3-4 Greenwich residents annually.
- k. **YMCA Greenwich – School Bus for Early Learning Center:** site visit conducted by Steven Rubin and Dawn Fortunato. Mr. Rubin said that there was a serious need for a new bus, and that the YMCA was transporting approximately 200 children daily. Bill Drake stated that the Town has been moving toward centralized transportation services through the Transportation Association of Greenwich (“TAG”) and suggested that the applicant look into the possibility of having TAG handle busing for the YMCA. The Committee took two votes and decided not to fund the application in this funding cycle. The Committee recommended that the YMCA look into the costs and details of having TAG provide transportation services.
- l. **YWCA Greenwich – Security Enhancements:** site visit conducted by Steven Rubin and Miriam Kreuzer. Ms. Kreuzer said that the YWCA would be able to complete the project with \$65,000.00, as they can look for savings on certain security elements.

## 5. Action on Final Recommendations to First Selectman

The below funding recommendations were agreed upon by the CDAC and approved for submission to the First Selectman:

Proposed Public Facility/Housing Activity	Requested	Recommended	Notes
Abilis - 15 Cross Ridge Accessibility Renovations	\$ 54,302.00	\$ 54,302.00	
Boys and Girls Club of Greenwich - HVAC Upgrade	\$ 26,891.00	\$ 26,891.00	
Boys and Girls Club of Greenwich - Roof Repair	\$ 7,050.00	\$ 7,050.00	
Boys and Girls Club of Greenwich - Window Replacement	\$ 14,256.00	\$ -	
Child Guidance Center - Technology and Office Enhancements	\$ 10,742.00	\$ -	
Community Centers, Inc. via First United Methodist Church - Parsonage Rehabilitation	\$ 72,000.00	\$ -	
Family Centers - Building and Bathroom Accessibility	\$ 141,797.50	\$ 64,197.50	ADA bathrooms
Family Centers - Ring Central Phone System	\$ 28,791.00	\$ -	
Greenwich Historical Society - ADA Accessibility to Bush-Holley Historic Site	\$ 77,000.00		
Housing Authority of the Town of Greenwich - McKinney Terrace I & II Parking Lot Repaving	\$ 211,000.00	\$ -	

Housing Authority of the Town of Greenwich - McKinney Terrace II Roof Repair	\$ 395,000.00	\$ -	
Parsonage Cottage Door Replacement	\$ 20,050.00	\$ 20,050.00	
Housing Authority of the Town of Greenwich - Wilbur Peck Walkway Sealing and Painting	\$ 136,000.00	\$ -	
Inspirica - Colony Apartments Elevator Replacement	\$ 50,000.00	\$ 50,000.00	
Pacific House - Emergency Shelter Air Conditioning Replacement	\$ 25,900.00	\$ 25,900.00	
Pathways - 175 Millbank Group Home Renovations	\$ 53,850.00	\$ 20,000.00	Kitchen
YMCA Greenwich - School Bus for YMCA Early Learning Center	\$ 60,000.00	\$ -	
YWCA Greenwich - Security Enhancement	\$ 70,000.00	\$ 61,014.95	

Original Application Requests	\$ 1,454,629.50	
Adjusted for Ineligible and Withdrawn Activities	\$ 1,068,096.50	
<b>Amount Available</b>	<b>\$ 329,405.45</b>	<b>\$ 329,405.45</b>
Amount Remaining		\$ -

Projects shaded in gray were withdrawn or deemed ineligible for funding.

## 6. Other Business

No other business was discussed. Alexis Voulgaris reminded the CDAC that this was the last CDAC meeting until the PY2019 planning process begins in January 2019.

## 7. Adjournment

Alexis Voulgaris adjourned the meeting at 8:45 p.m.