DRAFT

Community Development Advisory Committee (CDAC)
May 28, 2020 – 5:00 PM

ZOOM Platform Audioconference – Meeting ID: 858 4422 3927   **Password:** 907733

Public Dial-In   +1 646 876 9923 US (New York) +1 312 626 6799 US (Chicago)

Members Present: Les King, Sean Barnes, Mark Marcy, Gemma Fabris, Tucker Braddock

Members Absent: Kevin Saythany

Others Present: Kathy Crees and Tianne Curtis

I.   The CDAC meeting was called to order at 5:00 PM.

II. Upon motion by Mark Marcy, second by Tucker Braddock, the Committee voted to approve the minutes of the 4/28/20 meeting. Motion passed unanimously.

III. Kathryn Crees stated that; with the exception of no cap on Public Services funding; applications are still mandated to meet all traditional HUD eligibility requirements in addition must only be used for the purpose of preparing, preventing or responding to COVID-19. The presentation schedule and requests were as follows:

Time	Organization	Amount
5:15 PM	The ARC of Eastern CT	$ 11,500.00
5:25 PM	NHS Norwich CARES	$ 200,000.00
5:35 PM	Madonna Place Inc	$ 15,000.00
5:45 PM	St. Vincent de Paul Place	$ 30,000.00
5:55 PM	Futures Inc	$ 32,930.10
6:05 PM	CD Office - Administration	$ 49,338.00
6:15 PM	CD Office Small Business Assistance	$ 225,000.00

Tucker Braddock recused himself from the application. Penny Newbury presented for ARC. She stated the request was for PPE for clients and staff during in-home support as well as in the Norwich office. The committee requested she clarify the number of in-home clients who are Norwich residents only, as Norwich's CDBG money should only benefit the Norwich locations. Ms. Newbury stated she would send the information the next day.

Norwich Human Services Director Lee-Ann Gomes presented. She noted that the structure of her request allowed the collaboration with other local agencies and a more holistic approach. The maximum family benefit is set at $1,500.00 but it was noted that HUD guidelines permit up to 3 mos. Housing. She stated a revised screening form will be used to determine eligibility and will include COVID-19 specific questions.

Nancy Gentes presented on behalf of Madonna Place. Their family support center has stayed open throughout the pandemic providing crucial items such as food, diapers, hygiene items and PPE. Funding sources that Madonna Place rely on, such as their annual fundraiser, have been cut off or cancelled due to COVID-19 restrictions.

Jill Corbin and Martha Murphy presented for St. Vincent de Paul Place. The services at St. Paul have continued throughout the pandemic with adjustments to person to person contact and extended food pantry hours to meet social distancing guidelines. Alternative food pantries have been forced to temporarily close impacting the volume of clients.

Futures, Inc. presented their request for a replacement HVAC system at their Norwich location. Damion Williams stated that the condition and age of the system led to an increased risk of the COVID-19 virus circulating within the building. There was discussion as to whether filter replacement should be considered as an alternative.

CD Director Kathryn Crees presented the proposed CD Administrative budget. The request amount was determined to be less than the permitted 20% in order for the maximum amount of CDBG-CV can be expended on the community.

CD Director Kathryn Crees presented the application for Small Business Assistance. The screening and applications are anticipated to be managed by existing staff. A qualifying business must show that they have been able to rehire or maintain employment of a full-time employee who meets the HUD income guidelines of LMI. The format will be a forgiven loan unless the business does not meet the LMI FTE requirement; in which case they will be required to repay the loan.

IV. Deliberations were tabled to the June 2, 2020 meeting.

V. Upon motion by Mark Marcy, seconded by Sean Barnes, the Committee adjourned at 6:56 PM. Motion passed unanimously.

Respectfully submitted.
Tianne Curtis, CD Program Asst.