

**Community Development Advisory Committee (CDAC)
Meeting Minutes**

Thursday, April 6, 2023 – 4:30 PM (Hybrid)

Lower-Level Conference Room 23 Union Street Norwich, CT 06360

Zoom Meeting ID: 811 2743 9408 Passcode: 017419

<https://us02web.zoom.us/j/81127439408?pwd=QkE4dm1TcmVhWG01VUVUYk1HQWVuZz09>

Members Present: Les King (Chairperson), Mark Marcy, Larry Rice, Angela Duhaime, Sean Barnes, and Gemma Fabris (remote)

Members Absent: N/A

Others Present: Sydney Phelps (staff) and Tianne Curtis (staff)

1. The CDAC was called to order at 4:34 PM.

Before deliberations began, Director of Community Development, Sydney Phelps reviewed that applications submitted for Three Rivers Community College Food Pantry and Future’s Inc. were ineligible for CDBG funding due to insufficient benefit to low- and moderate-income persons. The Thermos Owners Association application was removed from the applicant pool due to an incomplete submission.

2. Deliberations

The CDAC carefully reviewed and discussed each application individually. Gemma Fabris expressed appreciation to DPW for their supplement. Larry Rice was of the opinion that the DPW Taftville Sidewalk Improvements should receive more funding than \$12,000 and ask that it be reflected in the record.

The CDAC committee voted to allocate \$806,276 in funding for Program Year 49 (2023-2024) as follows:

CDBG Requests - PY49 (2023-2024)		REVISED FUNDING	REVISED FUNDING
Anticipated PY 2023 Allocation	\$ 844,233.00	\$ 806,276.00	\$ 806,276.00
Total Anticipated Funding for PY49 program year	\$ 844,233.00	\$ 806,276.00	\$ 806,276.00
	PY49 Request	CDAC Recommendation	Council Recommendation
CD Office - Administration (20% of Grant Funds)	\$ 168,846.60	\$ 161,255.20	
Anticipated Return of Loan Admin	\$ 27,800.00	\$ 27,800.00	
Total Projected Admin Expenditures	\$ 176,250.00	\$ 176,250.00	
Public Services			
Children in Placement - Guardian ad Litem (GAL)	\$ 25,000.00	\$ 25,000.00	
NHS Norwich Works	\$ 70,000.00	\$ 70,000.00	
Immigration Advocacy Support Center (IASC)	\$ 8,000.00	\$ 8,000.00	
Three Rivers Community College Food Pantry	\$ 15,000.00	\$ -	
TVCCA Homelessness Prevention	\$ 20,000.00	\$ 20,000.00	
Madonna Place COPE	\$ 15,000.00	\$ 15,000.00	
Safe Futures	\$ 15,000.00	\$ 15,000.00	
The Lefty Cycles Project Inc.	\$ 15,000.00	\$ -	
OIC of NLC	\$ 30,000.00	\$ 30,000.00	

Total Public Services	\$ 213,000.00	\$ 183,000.00	
Non-Public Services			
NHA Rosewood Manor Exterior Renovations	\$ 200,000.00	\$ 200,000.00	
Futures Inc. Air Quality	\$ 26,090.20	\$ -	
CD Property Rehabilitation	\$ 250,000.00	\$ 250,000.00	
Thermos Owner Assoc Parking	\$ 75,000.00	\$ -	
DPW Taftville Sidewalks	\$ 480,000.00	\$ 12,020.80	
Total Non-Public Services	\$ 1,031,090.20	\$ 462,020.80	
TOTALS			
Public Service	\$ 213,000.00	\$ 183,000.00	
Non-Public Service	\$ 1,031,090.20	\$ 462,020.80	
CD Administration	\$ 168,846.60	\$ 161,255.20	
Total All Requests	\$ 1,412,936.80	\$ 806,276.00	
Total Funding	\$ 844,233.00	\$ 806,276.00	

Motion was made by Mark Marcy, seconded by Angela Duhaime, to recommend the approved funding for PY49 as presented to the City Council for final approval. Motion passed unanimously.

3. Communications

The Committee discussed meeting in late July to review the Citizen Participation Plan.

4. Motion was made by Mark Marcy and seconded by Sean Barnes to adjourn the meeting at 5:36 pm. Motion carried unanimously.

Respectfully Submitted,

Sydney Phelps,
Community Development Director