

**ECONOMIC AND COMMUNITY DEVELOPMENT  
CDBG POLICY COMMITTEE - SPECIAL MEETING**

March 8, 2021

5:00 PM ECD Conference Room  
City Hall, Second Floor

ATTENDEES: Howard Schmelder (Chair), Commissioners Tom Hick, Mike Zammett

ABSENT: - - -

STAFF: Dawn Leger, Grants Administrator  
Mayor Zoppo-Sassu, Justin Malley, Executive Director

- I. The meeting was called to order at 5:00 p.m. by Chairman Howard Schmelder.
- II. Approval of minutes of the Special Meeting of November 9, 2020.

Commissioner Hick made a motion to approve the minutes of the Special Meeting of November 9, 2020. Seconded by Commissioner Zammett. All voted in favor and the minutes were approved.

- III. Allow for any public comment on agenda items – there was no public comment.
- IV. Review applications for CDBG funding for Year 47 and make recommendations for funding, pending allocation of funds by HUD, to the ECD Board for approval.

The allocation amount has been announced by HUD. It is \$653,957. In addition, we have \$25,000 in Program Income for a total of \$678,957.

The allocated amount for Public Services and Public Facilities are indicated on the chart distributed by Dawn Leger. A maximum of 15% may be allocated to Public Services (\$98,093) and 20% is allowed for Planning and Administration (\$130,791).

City Request funding totals \$485,440 (Housing Rehabilitation: \$265,000; Planning & Administration request: \$102,885, Support Staff: \$114,555, and Fair Housing: \$3,000) which leaves \$95,424 available for Public Facilities.

The committee reviewed requests and available funding for the Public Services and Public Facilities categories. The chart from Ms. Leger showed current and past requests from the agencies and organizations.

**Public Services Review**

Requests for Public Services for 2021-2022 total \$239,258.

Each application was reviewed and discussed with a tentative grant award amount as follows:

<b>Application #</b>	<b>Applicant</b>	<b>Tentative Grant Amount</b>
4	Bristol Boys & Girls Club – Outreach	\$ 20,000
5	Shepard Meadows Therapeutic Riding	\$ 10,000
6	Prudence Crandall – Shelter services	\$ 10,000
7	Bristol Adult Education – Intro to Manufacturing	\$ 25,000
8	Family Resource Centers	\$ 4,000
9	United Way Summer Youth Employment	\$ 4,000
10	HRA – Case Manager	\$ 20,000
12	YWCA New Britain – SACS	\$ 5,093

**The total Tentative Grant Amounts for Public Services totaled \$98,093.**

**Public Facilities Review**

Requests for Public Facilities for 2021-2022 total \$274,824.

East application was reviewed and discussed with a tentative grant award as follows:

<b>Application #</b>	<b>Applicant</b>	<b>Tentative Grant Amount</b>
1	City of Bristol – Infrastructure (sidewalks)	\$ 40,000
2	City of Bristol – Infrastructure (bus shelters)	--
3	Bristol Recovery Club – kitchen upgrade	\$ 12,500
11	Komanetsky Estates – BHA	\$ 10,000 for elevator
13	Imagine Nation – Air purification	\$ --
14	Bristol Adult Resource Center	\$ 25,000
15	Neighborhood Housing Services of NB	\$ 10,000 for sewer connection – 1.5 houses

**The total Tentative Grant Amounts for Public Facilities totaled \$95,424.**

**Summary**

CDBG Request for City Funding	\$485,440
Public Services	\$ 98,093
Public Facilities	<u>\$ 95,424</u>
<b>TOTAL</b>	<b>\$678,957</b>

**Commissioner Hick made a motion to recommend the 2021-22 proposed use of CDBG funds for the following: Public Services (as listed above) totaling \$98,093; Public Facilities (as listed above) totaling \$95,424; and City Funding (Housing Rehabilitation: \$265,000, Planning & Administration: \$102,885, Support Staff: \$114,555; and Fair Housing: \$3,000) totaling \$485,440, per discussion pending funding by HUD, and to forward to the ECD Board for approval.**

V. Adjournment

Commissioner Hick made a motion to adjourn at 6:01 p.m. Commissioner Zammett seconded the motion. All present voted in favor and the meeting was adjourned.

Respectfully submitted,  
Christine Cooper,  
Recording Secretary