

CITY OF MIDDLETOWN
CITIZENS' ADVISORY COMMITTEE

Minutes – **September 18, 2019**

<u>Committee Members:</u>	<u>Attendance:</u>	<u>Staff Member:</u>
R. Pelletier, Chairman	Present	Lynda MacPherson
R. Bantum		
H. Cushing		
G. Faulkner	Present	
D. Kleckowski	Present	
J. Middletown		
S. Owens	Present	
W. Prevatte		
J. Rumberger	Present	
M. Salafia		
V. Szyrkowicz	Present	

Other Members Present: Bill Russo, PW Director

- A. **Call to Order** - The meeting was called to order at 7:09 p.m. by Chairman Pelletier.
- B. **Public Comment** –No members of the public in attendance.
- C. **Approval of Minutes** –On motion of V. Szyrkowicz, seconded by D. Kleckowski, the minutes for the meeting held on August 21, 2019 were unanimously approved.
- D. **Reprogramming of Unspent Dollars: PW-Tree Replacement in LMI Areas** –Ms. MacPherson explained that Future’s, Inc. had been awarded a CDBG Grant in the amount of \$44,884.91 in the 2018 program year. When the State Historic Preservation Department inspected the Future’s Building, they mandated that aluminum siding or clapboard be used instead of vinyl siding. Future’s decided that they did not want to use CDBG money on the outside of the building so the scope of work was reduced to exclude the exterior work to the building. The reduced scope of work resulted in available CDBG grant money in the amount of \$11,644.91 to be reprogrammed to another qualified project. Mr. Russo explained that there were quite a few trees that had been lost due to the Emerald Ashe Borer Disease. He is looking for \$5,695 to replace 17 trees in low to moderate income areas in town. On motion of D. Kleckowski, seconded by S. Owens, it was unanimously approved to reprogram \$5,695 from the unspent money from the Future’s Energy Efficiency project to fund tree replacement in LMI Areas.
- E. **Update on vacant seats** –As directed at the last meeting, an email was sent to the five members with expiring terms to see if they were still interested in serving on the committee. Sean King has stated that he does not wish to continue on the committee. Harvey Cushing and Jammie Middleton stated that they would still like to serve. Monica Belyea expressed interest in serving on the committee. Ms. MacPherson will obtain her address and party affiliation to determine if she is able to fill a seat.

- F. **Other:** - Ms. MacPherson stated that All People’s Community Outreach Ministry (APCOM) had been awarded a CDBG grant in the amount of \$30,000 in the 2016 program year for asbestos removal and replacement of the furnace. It has been difficult to get APCOM to follow the necessary procurement involved with CDBG money but they were finally able to appropriately obtain quotes for the work. During the inspection of the work, it was determined that APCOM would need an air separator at a cost of \$3,000. On motion of J. Rumberger, seconded by G. Faulkner, it was unanimously approved to reprogram \$3,000 to APCOM to be used for the air separator unit.

In preparation of the 5 Year Consolidated Plan, Ms. MacPherson provided the committee with a list of agencies that will be provided with a questionnaire. The agencies’ answers on this questionnaire will help outline the needs of the community and shape the priorities included in the consolidated plan.

Ms. MacPherson stated that CDBG Training was held for all agencies that had been awarded a grant in the 2019 program year. All grantees attended this training.

- G. **Adjournment** – It was unanimously approved to adjourn the meeting at 7:50 p.m.

Lynda MacPherson
Community Development Specialist, Planning, Conservation & Development