

**CDBG ADVISORY COMMITTEE
MINUTES
September 29, 2009**

The meeting was called to order at 9:04 am by Vice Chairman Bruce Clarke.

Members Present: James Allen, Bruce Clarke, Herbert Chaffee, Arthur Jay, Lucinda Thompson, Donna Neylon

Also Present: Bill Scanlan, grant writer

Minutes: There was no action on minutes.

FY09 GRANT APPLICATION:

The purpose of this meeting was to discuss the proposed grant application due in early to mid- February, 2010.

Since their last meeting, the committee members had learned that what was going to be their application (barrier removal of the Town Hall) was no longer an option. Although the Town Barrier Removal & Study Committee has made great progress, they will not be ready for the FY09 grant application but are working on being ready for FY 2010.

Each member had received the above information via e-mail a few weeks prior to this meeting and had been asked to be ready with ideas for a grant application to replace the town hall barrier removal project.

Ideas proposed with some discussion following:

- 1) Finney property on route 9 – this property needs a 21E (Brownfield) clean up; it needs also water (would this be better as a Brownfield grant application than a CDBG application);
- 2) New water line down Route 9 – in conjunction with the Finney property renovation (the area may not fit the criteria);
- 3) Water, drainage, sidewalks on Main Street from the intersection with Route 9 to the intersection with East Main Street (it is believed this would fit the eligibility criteria but a survey will be done to make sure; Bill will send the survey; Art volunteered to conduct it);
- 4) Drainage on Lewis Field (wouldn't be eligible because belongs to the Town);
- 5) Sidewalk along Route 9 (eligible but would need the State's cooperation as this is a state roadway – might not be able to get this in time for this application);
- 6) Bikeway from the Route 148 bridges to Long Hill Road;
- 7) Rest area west of the Cemetery (along Route 9) into a park – also under state control; not eligible);

- 8) Boat ramp – on Route 148 (not eligible);
- 9) Water, drainage to Pine Lane (needs drainage badly; where is the real right of way? Needs survey);
- 10) Housing re-hab: The “Keaton property” was mentioned as the owners owe the Town a considerable amount of money and have defaulted on their re-hab loan of about ten years ago. This property is on East Main Street and abuts Lewis Field; is not large enough for a septic system and any purchaser would have to get an easement to put the septic on Town property (fits the criteria and all members agreed it would be good to put this property into permanent 40B and/or to turn it over to the Housing Authority to manage.
- 11) Housing re-hab: “The Marine’s” house on Route 9, West Main Street near the cemetery.
- 12) Mill Street from Kimball Street to the Highway Garage needs drainage, road.

After considerable discussions of the above proposals and what fits the criteria and what wouldn't (slum and blight (spot and area) and/or low to moderate income levels), the committee agreed that for their FY09 grant application, they would:

- a) re-submit the Draper Street/High Street application – Bill will find out how this was scored and why. It is expected that this should cost about \$150,000.
- b) Main Street water/drainage, etc. Bill will confirm that we won't have to go out to bid for engineering work Estimate: \$800,000

Option:

- c) Include the Keaton property re-hab – We need an estimate of the cost for repairs. Donna will contact the Keaton's to see if they are willing to sell and for how much. The committee agreed it did not want to get involved in taking the property by eminent domain if there were objections from the Keaton's. Cost of renovation and purchase estimated at \$200,000.

Next steps:

- 1) Income survey of Main Street – Art will handle this
- 2) Show community involvement:
 - a) hold public informational meeting with Selectmen (10/6/09)
 - b) review and update the Community Development Strategy (CDS)
 - c) confirm we can use Stantec – Bill will confirm
 - d) look at the Keaton property

VOTE: Herb moved to present to the Selectmen the Draper/High Street and the Main Street & Keaton property as the two parts of the FY09 application; Bruce seconded; so voted unanimously.

VOTE: Bruce moved to contact the Keaton's to find out if they are interested; if they are not then the Finney property would be included in the grant; Art seconded; so voted unanimously.

CDBG-R GRANT:

At 10:20 am Mr. Scanlan left and the committee discussed the CDBG-R grant (\$661,100.00 for the Lincoln/Common Street project). Donna announced that we now have the award letter in hand; the contract although not yet arrived, is due within a week.

It was agreed that we will need final plans for the Lincoln/Common Street project. Bruce will contact Stantec to make sure we are ready when the 120 days is up.

Donna said that the RFQ, to be used to hire a grant administrator, was still at Town Counsel being reviewed. Once it was approved, she will advertise in the local paper and on the Goods and Services Bulletin; then the committee will meet to set up the interviews of the applicants.

As there was no more business to be conducted, Bruce moved to adjourn the meeting at 10:30 am; Herb seconded; so voted.

Respectfully submitted,
Donna L. Neylon