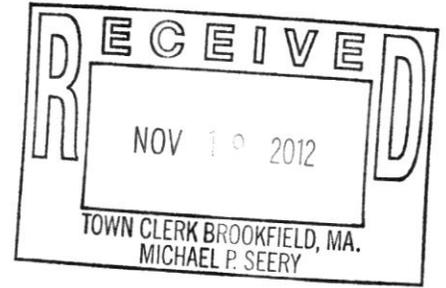


CDBG Advisory Committee
Meeting Minutes
August 23, 2012



Present:

Herbert Chaffee
Lucinda Thompson
William Scanlan

Bruce Clarke
Donna Neylon
Christopher Dunphy

Excused: Arthur Jay

Bruce Clarke called the meeting to order at 9:05 am in the kitchen of the Town Hall.

Re-organize:

Donna moved to nominate Bruce Clarke for the Chairman's position; Cindy seconded; there were no other nominations; so voted.

Herb moved to nominate Donna Neylon for the Secretary position; Cindy seconded; there were no other nominations; so voted.

Discuss options for new grant applications:

Chris Dunphy of Pioneer Valley Planning Commission (PVPC) attended to meeting to explain why the grant application with Ware, Hardwick, Warren and Brookfield was not granted this time. He said that one reason was the Community-Wide Needs Score for Brookfield was so much better (26) than the scores of the other communities (30 for each) and that brought the overall average score down.

He suggested that instead of filing a CDF 1 grant application (what we filed with Ware as the lead town), that we consider filing a CDF 2 with another town and suggested Sturbridge. Jim Mazik of PVPC will work with Sturbridge and Brookfield on this application which could consist of a joint housing rehabilitation project, a sewer project for Sturbridge and a to-be-decided project for Brookfield.

The committee members all like this idea and discussed possible projects should they receive an invitation from Sturbridge. It was known that we have about \$40,000 in the Program Income Account so we could take the old plans for Draper, Hyde and Hayden and have them upgraded for this project. Since the value of the entire project would be too much for this grant, members agreed to focus on Hyde and then Hayden for drainage, sidewalks and re-paving.

If Brookfield pays for the engineering itself (Program Income Account) then we will not have to go out to bid for the engineering services.

Herb moved to prioritize housing rehab for our next application and include Hyde and Hayden infrastructure, with a possible back up of improvements to the Housing Authority's dwelling; Cindy seconded, so voted.

Handwritten note:
and if it needs to follow up w/ Jim Mazik!

Review and Update Community Development Strategy (CDS)

The Committee reviewed the most recent CDS and made several updates, re-organizing the order of certain items and focusing on the possibility of the aforementioned possible grant application. Bill agreed to make the updates and submit them to the Committee in time for placement on the Selectmen's October 2nd agenda.

Correspondence:

A letter from Central Massachusetts Regional Planning Commission (CMRPC) was forwarded by the Selectmen; the letter offered grant writing services for CDBG (Community Development Block Grant), CIC (Community Innovation Challenge) and Brownfield grants. The committee would like to encourage the Town use CMRPC's services with Brownfield grants but the CDBG AC already uses the services of Bill Scanlan and PVPC for the next Community Development Block Grant. Herb and Cindy said they will continue to write their own CIC grants.

Other:

Bruce would like to see planning begin as soon as possible for a senior housing at the former Lakeside Resort Campground off of Hobbs Avenue. This is not completely through the tax title process but it is expected for later this year. Bruce said that he thinks there will have to be some filing with Mass Historic because of possible Native American Indian artifacts; Bill will check this out.

Minutes:

Per motion of Herb and second by Cindy, the minutes of the January 26, 2012 meeting were approved.

At 11:00 am, Cindy moved to adjourn the meeting; Art seconded; so moved.

Respectfully submitted,

Donna L. Neylon, Secretary

Approved: 11/6/12