

**February 11, 2016 Vermont Community Development Board
National Life Deane Davis Building, 6th Floor (Calvin Coolidge Room)**

Members in attendance in person – Cynthia Gubb, Amelia Silver, Sarah Carpenter, Kenneth Niemczyk, Ebony Nyoni and David Scherr

Staff in attendance – Noelle MacKay, Josh Hanford, Carl Bohlen, Nathan Cleveland, Claire Forbes, Ray Marzbani, Maria Davies, Jessica Mendizabal, Cindy Blondin and Wendy Tudor

Cynthia Gubb, Chair, called the meeting to order at 9:05 a.m.

There were no members of the public in attendance for Public Comment. Cynthia directs the Board to the first application.

City of Barre – Enhancement Request – Green Mountain Loan Fund

Carl Bohlen presented an overview of the Barre City request for \$250,000 in additional funds. This is the last possible enhancement request before needing to submit a new application, as the grant will be in the third year of performance if approved. The City's original application was funded at \$450,000. The City was awarded a \$200,000 enhancement to allow the grant to continue to June 30, 2015. If approved, this would bring the grant total to \$900,000. He noted the City has quite a few open grants with some awards that haven't moved in a while and some that are not in compliance with necessary reporting.

The following individuals came before the board to present on behalf of the City of Barre's proposed enhancement: Eileen Peltier and Pattie Dupuis, Downstreet; and Steve Mackenzie and Janet Shatney, Barre City.

Questions raised by the board and discussed with the applicant: Sarah asked about the period of performance for the 35 rehabilitated units. Cynthia asked how many employees Downstreet has and how does that compare to other revolving loan funds. She also asked if there were issues getting clients in the area. Sarah asked how many individuals are counseled per year. Carl asked if the City and Downstreet would have issues with monthly reporting. Josh questioned the amount of program income Downstreet had remaining. Sarah asked if there would be continued discussions regarding collaborating with Rural Edge's RLF program.

Town of Bennington – Applegate Biomass Energy Rehab

Claire Forbes presented an overview of the Bennington application requesting \$495,000 (plus \$5,000 for General Administration) in VCDP funds and issues raised in her analysis. The Town would provide a deferred loan, at 0% for twenty years, to Applegate Housing Limited Partnership to rehabilitate a 104 unit mixed-income property contained in 23 buildings.

The following individuals came before the board to present on behalf of the Town of Bennington's application: Matt Moore, Housing Vermont; and Stephanie Lane, Shires Housing.

Questions raised by the board and discussed with the applicant: Cynthia asked who was responsible for the trails. Sarah questioned if they had any plans moving forward to get a memorandum of understanding to serve more individuals that are homeless. Amelia questioned what it meant for Shires Housing to be a co-general partner. Sarah asked if there was going to be

a change in management staff. Amelia asked about the biomass fuel savings and the reinvestment in social services. Sarah asked if there will be a staff person in the operating budget. Ken questioned why the roof didn't meet its 25-year expectancy from the upgrade that was done with VCDP funds in 1997 and wondered if they were still under warranty. He also questioned if the roof could be partially fixed where it is deteriorating around the chimneys instead of replacing the whole roof, if the vinyl siding could be reused, the need to replace all the storm doors, and if all the windows needed to be replaced. Sarah asked what would happen if they didn't replace all the windows. She also asked what they would remove from the project if they didn't receive all the funding.

Cynthia asked if the award conditions were acceptable and Matt said yes.

Town of Hardwick – Evergreen Manor Mobile Home Park

Nathan Cleveland presented an overview of Hardwick's application requesting \$450,000 in VCDP funds and issues raised in the analysis. The Town would purchase and install 11 highly energy efficient Vermod homes on vacant lots within the Evergreen Manor Mobile Home Park. \$440,000 of the VCDP funds would be subgranted to the Lamoille Housing Partnership (LHP) to assist with the acquisition of the 11 Vermod units.

The following individuals came before the board to present on behalf of the Town of Hardwick's application: Jon Jewett, Town of Hardwick; Jim Lovinsky, Lamoille Housing Partnership.

Questions raised by the board and discussed with the applicant: Cynthia asked if there were sidewalks planned. Ebony asked who they were targeting for residents and if the rent levels indicated match the area amounts. Sarah asked if there were any project-based vouchers, if the prior investments were grants or loans and how the park was originally purchased. Josh asked about the existing pads, if the Vermods would go on them, and how many are currently vacant. Ray questioned what the rents included. Cynthia asked if there would be universal access for all the units. Josh asked how and why they settled on these types of units. Sarah asked if they looked at stick-built options. Noelle questioned the costs between stick-built and the Vermod.

Cynthia asked if the award conditions were acceptable and Jon and Jim said yes.

Town of Johnson – Laraway Project

Carl Bohlen presented an overview of Johnson's application requesting \$300,000 in VCDP funds and issues he raised in his analysis. The Town plans to expand and improve the Laraway Youth & Family Services (LUFS) property and facilities. LYFS, a non-profit agency, provides highly specialized alternative education, therapeutic foster care, public-school-based behavioral intervention, and counseling services to some of Vermont's most vulnerable youth and their families.

The following individuals came before the board to present on behalf of the Town of Johnson's application: Lea Kilvadvova, Town of Johnson; Greg Stefanski, Laraway Youth & Family Services.

Questions raised by the board and discussed with the applicant: Sarah asked why no contribution came from the Town and about the Town's revolving loan fund. Cynthia asked about the number of kids that lived on campus, and the process by which a student is identified

or referred to the program. She asked for an update on their financing for the project. Amelia asked when they expect to hear from the other funders. Sarah asked if they could support another \$1 million dollars of debt. Sarah asked if they have looked into USDA Rural Development funding. Cynthia asked about their readiness to start the project. Sarah asked how the kids were transported for the various programs. Cynthia asked how many employees Laraway had. Carl asked about the status of financing from Laraway's Board and the reappraisal.

Cynthia asked if the award conditions were acceptable and Greg said yes.

City of Rutland – RCPCC Renovation Project

Claire Forbes presented an overview of Rutland's application requesting \$257,350 in VCDP funds and issues she raised in her analysis. The City proposes to subgrant the VCDP funds to Rutland County Parent Child Center to rehabilitate the building they purchased in 2012, located at 18 Chaplin Avenue. The completion of the project will enable all administration, staff, services and programs to operate from two buildings at the same location.

The following individuals came before the board to present on behalf of the City of Rutland's application: Caprice Hover, Kelsey Munson, and KyAyn Page, Rutland County Parent Child Center (RCPCC); Barbara Spaulding, City of Rutland, RRA.

Questions raised by the board and discussed with the applicant: Ken asked if the building was one story or two and how many acres were on the parcel. Cynthia asked about their strategy to reach the remaining \$105,000 for their capital campaign. Sarah asked about the current building they own, if they would be selling it. Sarah asked the City if they could provide the general administration in-kind. Cynthia asked how many families are served. Ebony asked, with the drug problems in the City, if there were any serious partnerships with the City and social service programs.

Cynthia asked if the award conditions were acceptable and Barbara said yes.

Town of Richmond – Richmond Creamery Redevelopment Project

Claire Forbes presented an overview of Richmond's application requesting \$545,908 in VCDP funds and issues she raised in her analysis. The Town plans to subgrant the funds to Buttermilk LLC for the slum and blight remediation of the former Richmond Creamery property located within Richmond's designated village center.

The following individuals came before the board to present on behalf of the Town of Richmond's application: Josi Kytle and Brennan O'Reilly, Buttermilk LLC; Geoff Urbanik, Town of Richmond.

Questions raised by the board and discussed with the applicant: Sarah asked who owns the property and what is their plan for funding the redevelopment after it has been cleaned up. She questioned if the housing and senior center proforma is feasible. She asked what type of housing is planned. Ebony wondered if there would be potential for contaminated water on the parcel.

Cynthia asked if the award conditions were acceptable and Josi said yes.

CDBG PG Discussion and Consent Agenda

Amelia moved to approve the consent agenda to recommend funding a \$30,000 planning grant for the Town of Wheelock’s Town Hall Project. Ken seconded the motion. The board voted – all voted yes. The motion carried.

CDBG Enhancements

Josh presented information on the Town of Proctor’s enhancement request. Nathan presented information on the Town of Brattleboro’s enhancement request.

Ken moved to fund the Town of Proctor’s \$27,000 enhancement request for the Vermont Marble Museum blight remediation project and to not fund the Town of Brattleboro’s enhancement request for the WWHT Portfolio Enhancement. David seconded the motion. The board voted – all voted yes. The motion carried.

CDBG Funding Recommendations

Discussion ensued.

Ken moved to fund the following implementation grants:

- \$350,000 Town of Bennington – Applegate Housing**
- \$300,000 Town of Hardwick - Evergreen Manor Mobile Home Park**
- \$500,000 Town of Richmond – Richmond Creamery – with an award condition there be a time limit on the redevelopment plan**
- \$257,000 City of Rutland – Rutland County Parent Child Center**
- \$200,000 City of Barre – Green Mountain Loan Fund enhancement.**

and to not fund the Town of Johnson – Laraway project. David seconded the motion. The board voted – all voted yes. The motion carried.

CDBG-DR Applications

Josh Hanford noted that with the following applications, if funded, VCDP will achieve all the Disaster Recovery funding goals.

Town of Hancock – Churchville Culvert Project

Claire Forbes presented an overview of the Hancock application requesting \$358,250 in VCDP Disaster Recovery 2 funds. The funding would be used to remove an undersized culvert and replace it with a new bridge on Churchville Road. Hancock is an area-wide LMI community.

The replacement bridge would allow for 100-year storm flows to pass safely through, fit the natural channel width which will improve fish passage, and maintain the existing roadway grade and other site conditions. The project is supported with funding by a Vermont State Wildlife Grant as well as US Fish and Wildlife, & White River Partnership service.

City of Montpelier – One Taylor Street Riverwall Reconstruction Project

Carl Bohlen presented an overview of the Montpelier application requesting \$1,000,000 to stabilize and rebuild the 1 Taylor Street Retaining Wall that protects the site at 1 Taylor Street from further encroachment of the Winooski River and also maintains its historic character. The project involves removal of soils in a brownfield cleanup of this site.

The following individuals came before the board to present on behalf of the City of Montpelier's application: John Hollar, Bill Fraser and Mike Miller, City of Montpelier; and Jeff Tucker, Project Manager, Dubois and King, Inc.

Waitsfield United Church of Christ (WUCC) – Meeting House Project

Carl presented an overview of the WUCC application requesting \$264,182 in VCDP Disaster Recovery funds and issues he raised in his analysis. The funding would be used to address critical building needs, including flood proofing and ADA accessibility. The main asset to the town for this urgent need project is a community meeting place. Staff inquired, and it was determined that the newly-constructed municipal office does not have a meeting space such as this one.

South Royalton School – Planning for Flood Resiliency

Nathan presented an overview of the South Royalton School planning application requesting \$55,980 in VCDP DR1 planning funds and issues he raised in his analysis. The funds are to develop plans to flood-proof the school, which had floodwater and mud deluge the lower level of the building during Tropical Storm Irene. The school, located in the designated village center, serves as the official polling location, is one of the town's two emergency shelters, and houses the Village's only municipal sewer pump station on its grounds.

Hunger Mountain Children's Center enhancement

This enhancement request is to cover rising costs as the bids came in much higher than the revised cost estimate. Staff relayed that without this additional funding, the project, which serves LMI community members, would either not happen at all or would be compromised in the quality of services offered.

CDBG-DR Recommendations

Amelia moved to fund the following implementation grants and planning grant as stated:

- \$358,250 Town of Hancock – Churchville Culvert Replacement**
- \$850,000 City of Montpelier – 1 Taylor Street Riverwall Reconstruction**
- \$264,182 Waitsfield United Church of Christ – Village Meeting House Renovation**
- \$325,000 Hunger Mountain Children's Center Enhancement**
- \$55,980 South Royalton School – Planning for Flood Resiliency – Commitment to fund this project if and when returned DR1 funds become available (from current DR1 projects).**

Ken seconded the motion. The board voted – all voted yes. The motion carried.

November 5, 2015 Minutes

Ken moved to accept the minutes as presented with minor typographic corrections. Sarah seconded the motion. The board voted – 4 voted yes, 1 abstention (Amelia). The motion carried.

Josh briefly reviewed a few potential applications for the April 14, 2016 Board meeting.

Adjourn

The meeting adjourned at 4:10 p.m.