

**April 4, 2019 CD Board Meeting DRAFT Minutes
Deane Davis Building (Calvin Coolidge Room)**

Board Members in attendance: Cynthia Gubb, Elizabeth Ruffa, Lisa Sullivan, David A. Scherr, Maura Collins, Kenneth Niemczyk, Angus Chaney, Gregg Over and Bruce MacLean

Staff Members in attendance: Josh Hanford, Ann Kroll, Nathan Cleveland, Cindy Blondin, Patrick Scheld, Quin Mann and Julia Connell

Cynthia Gubb, Chair, called the meeting to order at 9:00 a.m. There were no members of the public in attendance for Public Comment.

Josh introduced the new board members Maura Collin who replaced Sarah Carpenter and Gregg Over who replaced Amelia Silver. Maura Collins said she is the new executive director of VHFA and noted she has been with VHFA for 16 years. Gregg Over noted he had owned his own construction business for 25 years and later went to work for NeighborWorks of Western Vermont for 12 years and is now retired.

Josh noted the City of St. Albans and Town of Hardwick projects that were submitted for this board meeting withdrew their applications at this time but will be coming to the June Board Meeting. He also noted the Town of Brattleboro Culture Made project is not moving forward so the \$1 million in VCDP funds awarded to them will now be available to spread over today's and June's meeting.

Town of Williston – Realizing ReSOURCE

Patrick presented an overview of the Town of Williston's application to subgrant \$500,000 to ReSOURCE for the acquisition of 329 Harvest Lane, Williston in order to sustain and expand workforce development programs, poverty relief work, and environmental work across Vermont.

Questions or comments raised during Patrick's presentation to the Board: Patrick noted ReSOURCE also have facilities in Burlington, Barre and Hyde Park. He said he received the appraisal and the property appraised at \$6.1 million. He noted all the funding won't be known until Sept/Oct 2019. Josh said the rent from other two tenants would help them support their mortgage. Patrick noted that VEDA will also be doing their own appraisal for this building this summer. Angus asked about the terms and amount of the current leases. Maura asked if the building in Barre also has businesses that lease space. She also asked if this would be their first time as an owner of building.

The following individuals came before the board to present on behalf of the Town of Williston: Tom Longstreth, ReSOURCE Executive Director; Bridgit Jewell, ReSOURCE; and Erik Wells, Town of Williston

Questions or comments raised by the board/staff and discussed with the applicant:

Erik said the Williston select board unanimously supported this project. He said the Williston facility provides them with the capacity they need and ability for them to grow. He noted Williston is an employment community.

Tom noted that the project has completed the environmental review process. He said this project is asking for board support that will allow for economic opportunity for low income Vermonters. He said it will allow individuals to gain employment. He said ReSOURCE was founded in 1990, and since then have diversified and grown in four locations Burlington, Barre, Hyde Park and Williston. He noted the 2009 VCDP grant

received for Barre's location has since allowed them to grow and last year the ability to serve 268 trainees and provide over 20,000 hours in community service. He anticipates ReSOURCE buying the Williston building in January 2020. He said Vermont needs workforce training, and they have been able to train over 300 people per year. He said Williston will be the headquarters for ReSOURCE.

Bridgett came to ReSOURCE through the reach up program and has gone through many trainings from them as well as KnowledgeWave. She is an AmeriCorps member. She said she has a learning disability, was previously homeless, and a single mother but this program has been a life changing experience for her. She now provides community service and will be mentoring another student.

Ken asked what the annual rental income was for the two spaces currently renting in the building. Tom \$250,000 a year. He also noted the funds will allow them to provide more training. Tom had mentioned multiple other communities they had provided trainings at. Ken asked about the additional sites. Tom said the trainings were in collaboration with Dept of Labor to bring trainings to those communities. He said they have been looking for space for the last 5 years. Ken asked if there were any transportation issues for the people in satellite offices. Tom said the City of Newport asked for ReSOURCE to come to their community. He said ReSOURCE needs to find a way to become more financially stable. He said with Williston as the headquarters it will allow them to provide summer programs for youth when they are out of school. Maura asked about VEDA's 10-year bond and their external financial statuses. Tom said it can be 20-year amortization and is hoping to get a fixed rate. He said they will be applying for USDA Rural Development funding. He said they could amortize for 40 years through USDA. He said USDA will loan to them in for the Williston location, but not the Burlington. Cynthia asked about the current term of leases by both tenants. Tom said one is 5 year, which has an option for another 5 year. The other has a 2year lease and 3 more options.

Cynthia asked if the award conditions were acceptable and applicant responded yes.

City of Vergennes – Vergennes Community Housing

Julia presented an overview of the City of Vergennes's application to provide a \$400,000 subgrant to Addison County Community Trust, who is partnering with Housing Vermont, to develop 24 units of mixed-income housing at 45 Armory Lane in Vergennes.

Questions or comments raised during Julia's presentation to the Board: Julia said most of the units will be 1-bedrooms. She said VHCBC funds are the only committed at this point. She noted the cost analysis had an error in cost per unit it should be \$302,796 per unit. She said they want to start construction this summer. Angus asked if there was a need for an award condition for the four units to be designated to the homeless. Josh stated typically that is handled in the grant agreement, but noted further discussion is needed to discuss the 15% of units for homeless requirement for the housing organizations portfolio, since the requirement is not on specific projects. He said through the tax credit application a project receives more credit if homeless units are included in a project and they would require it. Cynthia asked how many other housing projects in Vergennes?

The following individuals came before the board to present on behalf of the City of Vergennes: Samantha Dunn, Housing Vermont; Matt Chabot, Town Manager; Elise Shanbacker, Addison County Community Trust;

Questions or comments raised by the board/staff and discussed with the applicant:

Matt said this is mixed income affordable housing, and the City has great support for this project. He said its walkable within the community and has access to their vibrant school system.

Samantha noted it's not in designated downtown but is in a neighborhood. She said Housing Vermont purchased the lot in 2005. She said the third lot will have a child care facility that they are now finishing up their feasibility study. She said the Girls and Boys Club just purchased a lot near the project. She said there are walking paths to the high school. She said the project is on municipal water and sewer and has a lot of support from the business district.

Elise noted ACCT has about 100 housing units in Vergennes, and they currently have a .4 percent vacancy rate. She said Addison county median rent is \$900 to \$1,000 a month and noted Vergennes average rent is about \$1,200. She said the project is about a ½ a mile to the homeless center which will better serve the units designated to the homeless.

Samantha said there will be memorandum of understandings established with the senior housing facilities and the available amenities options there to be utilized by both properties. She said they have been working on project for two years and are hoping people living in units by the summer of 2020. She noted all the permits are in place.

Cynthia asked them to go over the makeup of the building. Samantha said the building will be energy efficient and the common space will be available at the senior housing.

Angus noted he liked that the project did not have age restrictions on the units. He asked about the four units will they be dedicated to the homeless and wondered if they would be at this property. Elise said ACCT uses the next available unit style for serving the homeless. Samantha said if someone needs access to larger unit, they will have access to that. Ken asked if they thought about solar. Sam said the roof has the capability if funding allows it. Cynthia asked what would happen if they do not receive tax credits. Samantha said they could not move forward. Cynthia commended them on their planning efforts for this project. Maura asked where they were at with 15% executive order for serving the homeless. Elise said ACCT is at 15.8%.

Cynthia asked if the award conditions were acceptable and the applicant said yes. Samantha said there was one award condition they had questions about but would work with staff on that condition with them.

Town of Alburgh – Alburgh Community Child Care Facility

Julia presented an overview of the Town of Alburgh's application to provide a \$500,000 subgrant to the Alburgh School District to construct a new child care facility. The new facility will be located on the grounds of the Alburgh Community Education Center, and the Northwest Regional Planning Commission will manage the project. The proposed facility will be one story and include programming space as well as supply areas and offices. The facility will be fully ADA compliant.

Questions or comments raised during Julia's presentation to the Board: Julia said at the time of application the Town of Alburgh qualified according to census as an area LMI community, but the new numbers released they are no longer. She said VCDP funds would be used for predevelopment costs. Josh said the costs estimates included in the application are not firm commitments as they are costs provided by the architect and not the contractors, and they don't have designs. Nathan, if we can document that they applied prior to the new data they should be fine for area wide. Bruce asked what the population of Alburgh is. He also wondered if the VCDP program anticipates having more projects for childcare with the pre-k initiative going on right now.

The following individuals came before the board to present on behalf of the Town of Alburgh's: Paul Champman, United Way; Gina Lewis librarian.

Questions or comments raised by the board/staff and discussed with the applicant:

Gina said she worked on a promise community grant that surveyed community members to identify what is needed in the community. She said this process helped bring a community café. She said it also found that there are only three childcare home providers in the community that provide only 30 slots for children in the community, and the children that start school were not ready for school. She said that have looked at quite a few buildings in town, but found it would be cheaper to just construct a new facility rather than to rehabilitate an older building. She said the School would provide the land for the new facility. She said currently the preschool program is only two days half days a week, due to limited space at the school.

Paul said this project has been worked on for about two years, is really a grass roots project and is ready now. He said the community needs economic opportunity.

Ken asked if they have established a corporate entity to take over the childcare center. Paul said they want the entity to be a nonprofit entity. He said they have spoken to a couple nonprofits. Ken noted there were some holes in their application and asked if they have thought about requesting a planning grant first. Paul said they don't have the funds for the required match.

Lisa noted they are looking for a non-profit to run the program but asked who would own the building. Gina said the school will own the building, but they would provide it to nonprofit rent free. Cynthia asked how they came up with the 42 kids to be served. Gina said they surveyed community members, it would provide care for the pre-K and afterschool care. Paul thought the program would be open from 7AM-6PM. Gregg asked how the Steering committee fund raising was going. Bruce asked what the funding arrangement for staff payment is. Cynthia asked about operational costs. Paul said the school will pay for operational costs. Maura asked how extensive communication has been with state licensing. Paul said he is confident the program will hit the ground with three stars to begin and would eventually grow to five stars allowing for more funding to be received. Lisa was concerned with school finances today what these additional costs would add to per student costs. Gina said the school is very supportive and are out of space for their pre-school program and can only offer it two days a week. Lisa questioned if the town school could support the project. Bruce asked if the school will own the building if separate staff would be running the program. Angus asked where Alburgh is in the school merger process. Gina they will not be merging. Paul said the size of the building was made up of the number of slots times 35 square feet per child which is the state size requirement.

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

Town of Shaftsbury - Lake Paran Village

Julia presented an overview of the Town of Shaftsbury's application to provide a \$484,960 grant to Shires Housing to loan funds to a to-be-formed Limited Partnership. The project will create 22 affordable family rental units on 4.25 acres in the Town of Shaftsbury with 2.44 acres occupied and 1.81 acres of conservation. The four new buildings on-site will include three six-unit family buildings.

Questions or comments raised during Julia's presentation to the Board: Julia this is returning for a second time and the budget has gone up slightly, \$5000. She noted at the last meeting a lot of the funding was not committed, but now all funding in place except for VCDP and tax credits. Ann stated their response regarding Shires Applegate lease up is troubling. Maura indicated the Applegate project did not include

rehabilitation, it was for the construction of a biomass system, and the property ownership has changed. Elizabeth said the housing in Shaftsbury is very limited and would draw folks from Bennington college.

The following individuals came before the board to present on behalf of the Town of Shaftsbury: Tim Scoggins, Chair of Select board; Stephanie Lane, Shires Housing; Madison Kremer, Americorps Vista and Jeff Goldstone, Architect.

Questions or comments raised by the board/staff and discussed with the applicant:

Stephanie said the project is closer to the Village of North Bennington and is keeping with design for the neighborhood. She said the DRB and Act 250 process are complete. She said for the most had great support from community members and select board. Jeff noted the site has been moved since the last application. He said there will be a trail to Lake Paran recreation. He said every unit will have its own front porch or entrance, there are no common spaces, and they are compacted 1, 2- and 3-bedroom units. He said its efficiency designed. Tim said the select board unanimously supported this project as it supports economic activity that is really needed for their community.

Ken asked if they looked at solar for the project, and noted they now have solar shingles. Jeff said they did look at that solar. Stephanie said if solar shingles were affordable than they would support it. Cynthia asked about shires other housing project Applegate. Stephanie said the upgrade done in 2017 was more for structural issues not rehabilitation to the units. She said many of the units are substandard and in order to turn them over over it is now costing them about \$10,000 a unit. She said they do have a waitlist of the 35. Josh asked where the money was coming from to do the rehabilitation and if they had adequate funding for it. Stephanie said the funding is coming from their reserves and didn't think they had enough funds to do it all. Gregg asked about their current maintenance policy. Stephanie said their portfolio is in a good position. Maura about where they were at the 15% homeless target. Stephanie said they are at 17%. Maura Project based assistance in any of the units at Lake Paran. Stephanie No. Ken asked how many ADA units would be available. Stephanie said two units.

Tim said board is excited on how accommodating Shires has been to the project. He said Shires is going pave the road, to alleviate any concerns. He said the community requested a walking path and Shires was willing to add it. He said the location of the project is in a great place to happen. Stephanie said Lake Paran recreation will provide training sand there will be walking path to the units.

Cynthia asked if the award conditions were acceptable and applicant responded yes.

Town of Brattleboro - 54/60 South Main Street, Groundworks

Nathan presented an overview of the Town of Hardwick's application to provide a \$498,000 subgrant to Groundworks Collaborative to construct a multi-use facility at 54-60 South Main Street, Brattleboro, VT. The project will create a permanent home for Brattleboro's seasonal overflow homeless shelter, day shelter/drop-in center, and administrative office space to provide supportive services.

Questions or comments raised during Nathan's presentation to the Board:

Nathan said Groundworks has 94% success rate to secure housing for their homeless. Ken asked about is the fenced in back yard. Nathan said its patio meeting space.

The following individuals came before the board to present on behalf of the Town of Brattleboro: Patrick Moreland, Assistant Town Manager; Joshua Davis, Groundworks; Jon Hoover, Groundworks; and Connie Snow, Consultant

Questions or comments raised by the board/staff and discussed with the applicant: Patrick M. philosophy on how to measure a community is on how the community treats its most vulnerable. He said this project is very important to Brattleboro, and Groundworks delivers its services well to the most vulnerable.

Joshua said Groundworks has identified space needs and looked into consolidating their services in one location to better serve their clientele. He said their organization has been without a permanent location for the last four years. He said they anticipate the start date for construction to be October 2019. He said Historic Preservation (HP) has approved its design and there is no act 250 permit required. He said two thirds of the private fundraising has been raised, they currently have \$800,000.

Connie said this is the right project at the right time for Brattleboro. She said it's in the best location and is two blocks from main street. She said it's in a neighborhood where they are acceptable and allows Groundworks to serve their needs. Joshua said the homeless shelter without a home, creates complexity and costs that continues to grow moving from place to place.

Angus asked if all case management will be at this shelter and if includes mornings. He also asked if the move frees up some place in other shelters. Joshua said it would free up some space. Angus asked if they would be able to serve more with that additional space.

Ken asked if they thought about solar. He questioned how the design stays into Vermont's landscape. Joshua said HP suggested they change their design. Angus said it's like the coop building that is not far away. Ann said it is in character with the neighborhood and does fit. Connie said the massing of the building echoed neighboring properties. Ken asked if there are any possibility to expand in the future. Joshua said it currently maximizing the space available.

Cynthia asked them to provide an update on funding. Joshua said they will know VHCB next month, and the remaining is largely the Capital Campaign. Cynthia asked what if no funding was received this round. Jon said they would come back for the next round in June. Nathan stated they are seeking bridge loan financing. Jon said they are very motivated to start construction this fall. He said they are actively talking with four banks now.

Patrick M. said the time for this project is now. He said they have two other applications that will be coming to the board for the next two rounds. He said the Town supports their efforts. He said the Town is prepared to provide a back stop to house them in their municipal building if needed? Maura asked about the RD rural grant. Jon said it will be known in December. Joshua said 154 individuals were served last season and 100 were served in year-round shelters. Cynthia asked about the issues they are seeing causing the homelessness. Joshua said the working poor, unemployment, and substance use. He said they made changes to staffing to paid staff to be able to better serve the needs of the clientele. Cynthia asked about the success rate. Joshua said 60% get into housing. Angus asked about the hours of operations for the shelter. Joshua said there would be a more fluent time in the new facility. Angus asked if the facility would serve families. Joshua said individuals. He said the shelter is always staffed with two persons. Jon said there will be more privacy for folks.

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

Town of Fair Haven

Patrick presented an overview of the Town of Fair Haven's application to grant \$494,500 to the Town of Fair Haven to create a community center on the second floor of the Town Offices. Grant funds will be used to address fire code improvements and accessibility modifications to allow for the space to become a functional public space.

Questions or comments raised during Patrick's presentation to the Board: Patrick said the first conversation was for AM project, but more work was needed than just ADA. He said the heating system is only available on the first floor, they would need to enhance it to provide it to the 2nd floor. He said there is a lack of firm commitments, the amounts included are based on conversations with walkthroughs with architects. He said there is a lot of community momentum going on now. He said the community center has been identified as a community want and need for many years. He said they qualify for area wide. He said they are considering a USDA Rural Development loan for \$200,000 and are in conversations with HP for Tax Credits. He said they will be adding a Lula to gain access to the 2nd floor and there are two bathrooms on the second floor. Ken asked for clarification on the handicapped lift or elevator.

The following individuals came before the board to present on behalf of the Town of Fair Haven: Joseph Gunter, Town of Fair Haven; and Tyler Richardson, REDC

Joseph said the current space has been unused for the past 30 years. He said they are aggressively trying to fill store fronts. He said the town's population is plus 30% of seniors and 16% of the housing is low income. He said seniors are struggling with Isolation and loneliness in their community and shared a story of current resident of the community. He said they are trying to improve the quality of life for their residents. He said Elisabeth Kulas with HTRC assists the area with affordable housing and has provided a letter of support.

Tyler said this project is in line with goals and the area has aged residents and a declining population. He said the Community needs a Community Center. He said this project repurposes a vacant place and is in the downtown. He said it will bring folks downtown and will support economic development. He said it could be used as a wedding venue. He said they are currently working toward downtown designation and are Improving play structure for kids.

Ken asked about the parking situation. Joseph said they have a pedestrian study going on and are working on a plan to assist with the parking issue downtown.

Angus asked him to talk more about who will coordinate the use of that space. Joseph said the secretary at the Town would schedule the space. He said they are visioning painting and yoga classes, and history lectures to be available in the space. Cynthia asked if the budget included the furniture. Joseph said no they would just repurpose furniture. Gregg asked if they would be making any energy efficiency improvements. Joseph planning on insulating the walls. Gregg suggested they contact Efficiency Vermont for some funding. Cynthia asked about the impact to VCDP funds needed if they were successful with USDA funding. Joseph said if successful it would reduce VCDP. Patrick asked them about the bathrooms in ADA checklist if they were just on the 1st floor. Joseph said there are three bathrooms upstairs one will be ADA compliant. Nathan asked if there were any senior centers or meals on wheels in the area. Joe said in Castleton. Maura asked if they would be putting in a commercial kitchen. Joseph said no.

Cynthia asked if the award conditions were acceptable and applicant responded yes.

Town of Bolton

Patrick presented an overview of the Town of Bolton's application requesting \$1,000,000 to provide a partial subgrant to Bolton Valley Community Water and Sewer to conduct water and wastewater improvements to a failing water system as the community switches from a well-water system to a surface-water system, and a partial loan to the Bolton Valley Resort to support job creation as the Resort conducts hotel renovations to allow for Summer activities as the Resort transitions into a four-season resort.

Joan Goldstein, Commissioner of Economic Development joined the meeting to hear the presentation.

Questions or comments raised during Patrick's presentation to the Board: Bruce asked why they have not requested funding through USDA Rural Development. Patrick said they are not eligible because their programs are only for municipalities and non-profits. He said 166 households will be served by the surface water system. He said that portion could qualify for slums and blight but wouldn't allow them to do the economic component an update the hotel for the resort.

Josh said they did get a VEDA loan last year for emergency repairs. Patrick said the water system is failing. He said they did get funding from DEC to conduct a pilot study for the best solution. He said the ski area water storage would only be an emergency solution for residents. He said the ski area is looking to be a four-season resort again.

Ken said he sees this as a two-part application, one part for the water system and the other for ski area. He was disturbed a for profit property was so poorly managed. Staff said this property has been sold multiple times.

The following individuals came before the board to present on behalf of the Town of Bolton: Lindsay DesLauries, Ralph DesLauries, and Nathaniel Mathes, Bolton Valley Resort; John Choate, Bolton Selectman; Michael Cassara, Bolton Selectboard, and Brad Washburn, Green Mountain Engineering

John Chotae said the water system has a lot of deficiency, they have drilled wells and done some improvements, but It's an old system, with no meters and only one hydrant that works. He said the previous ownership did not put a lot of funds back into the resort. He said there are older buildings and assets that need support. He said the resort is a very large tax payer.

Lindsay noted both projects are integrated. She said the resort has 40 FTE's year-round, and last season had \$6 million in revenues. She anticipates post renovation to have 60 FTE's year-round and the creation of 13 new FTE's. She said the majority of the 166 households live there year round and is one of the only places in Chittenden county with affordable houses to purchase. She said their focus and mission is to serve family and kids. She said only 25% of business is from out of state. Water Company built in the system in 1960 and it's the same system they are using today. She said when they purchased the resort, they took over a system in crisis, and the last two years have done repair worked. She said they have worked with state and EME to bring water back into their system. She said the hotel is in need for investment to bring it back to a four-season resort.

Cynthia asked them to talk about the hotel renovations. Lindsay said they were going to refresh it, update windows, and insulate the roof. Cynthia asked about the current meeting space. Angus asked about the current stays now. Lindsay said limited economic needs during the week more just weekends two-night stays. Cynthia asked if the renovations are more cosmetic, and if more conference room space will be needed. Lindsay said they will not be taking out any walls. Ralph said there are weddings that happen now

on the property but then they go elsewhere to stay, and they want to bring that economic activity back to the resort.

Ken asked how they can add new jobs if they are not expanding right now. David asked them to speak about 29 LMI jobs, if they would be at risk. Lindsay said all the jobs are at risk right now.

Bruce asked what was behind the thinking from moving to surface to ground water system and if the upgrade will provide both types of water. Brad said water levels were so high, ground water technology was there to lower the surface water. Bruce asked if there will be an increase in demand for water. Brad said it is permitted to meet current demands and they will monitor the system to see if additional capacity comes along with having more water without putting pressures on wells. Ken said the watershed holds only so much water, using only well water (ground water) the surface water is linked off that. He asked if they draw surface water will it diminish the ground water. Brad said they would be under the rules established on how much they can draw from. He said they are restricted to how much they can take off during low seasons but if water became an issue, they would reduce their snowmaking proportionally if needed.

Cynthia asked if the award conditions were acceptable and applicant responded yes.

Town of Barre

Julia presented an overview of the Town of Barre's application to provide a \$500,000 subgrant to the Vermont Foodbank for renovations to their Barre warehouse and office space facility. The VCDP funds will be targeted towards equipment -- specifically, a new freezer for the facility.

Questions or comments raised during Julia's presentation to the Board: Elizabeth said she will reclude herself from the voting. Julia said the Foodbank has reached capacity on how much food they can keep. She said there is potential for a couple of jobs to be created from this project. She felt they have an aggressive timeline, they expect to start this month. Angus asked if there are any choice limiting actions here. Quin said there are no choice limiting actions because the environmental review is complete. Josh noted VCDP helped them to move into their current space. He said we will need to have them determine which program will provide benefit. The indicate they currently serve 150,000 of the people.

The following individuals came before the board to present on behalf of the Town of Barre's: Jonathan Williams, Allison Mindel, and Jason Maring, Vermont Foodbank; Carl Rogers and Chris Violette, Town of Barre

Questions or comments raised by the board/staff and discussed with the applicant: Jonathan said they serve 153,000 persons a year and noted it's the only Food bank in the state.

Allison said 72% of LMI people buy unhealthy foods due to costs, which then creates health issue. She said 60% of LMI people must choose between medicine needed or food each month. She said the programs theory of change to provide fresh health food, it used to be they would store only shelf life foods. She said the current freezer and cooler, staff must empty to get supply out for orders. She said the current freezer and cooler is 1600 sq. ft., the expansion will triple the amount of space to 4620 sq. ft. which will increase their capacity to store healthy foods and the ability to provide food to all the hospitals and twice the amount of schools.

Ken asked them to clarify that they are the only food bank, because his community Woodstock has a food shelf. Jonathan said a food bank can access food at a lower rate. The food shelf purchase from the food bank. Angus asked if they got USDA commodities delivered and what the income eligibility was for the foodbank food. Johnathan said the 153,000 number comes from 2014 study and 138,200 were LMI in that study. He said here are statistics to a few of our programs the Veggie Van program goes to 950 families, the back-pack program serves 2024 families which goes to families that qualify for free and reduce lunch, the CFFA 2592 persons a year, 99,000 to USDA older adult program and 26,000 seniors are served and are presumed LMI.

Cynthia asked if all the food shelves impact the whole state and how they go about working with them. Alison said the facility mostly serves Chittenden county, Central Vermont and the Northeast Kingdom area. Jason said they would work with the food shelf and noted they do have distribution centers in Brattleboro and Rutland which includes Addison county. Josh asked how much of the food is donated. Jason said its complicated, donated food they still must pay to ship, and local agencies typically handle food drives. Jonathan said fresh food donations have increased, the food that they are storing has changed, produce has tripled in the last six years.

Bruce asked how the back-pack program worked. Jason said the food is delivered to the coordinator who works with the foodbank on how many backpacks needed. The program goes from Oct 1 to late May.

Josh asked them to talk more about the statistic that 30 percent of the food purchased in the US is wasted and technology now exists, such as the food sharing applications like OLIO, to share food directly with those that need it without the distribution infrastructure of a Foodbank. Jason said the RPA program, has the Agencies going to Starbucks, Cumberland Farms and grocery stores to get the food the food to distribute, it saves time and produce gets to end user sooner. He said the rural nature of the state makes it more challenging.

Cynthia asked them to explain more about their other funding sources. Jonathan said the USDA application was submitted last week, they are waiting on a major funder and will be applying to the Northern Border Regional Commission. He said prior to going through the capital campaign process they want to get 90% of their grants committed.

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

November 1, 2018 Draft Minutes

Ken made a motion to approve the draft minutes from the November 1, 2018 board meeting, with minor corrections he noted. Angus seconded the motion. The motion carried 7-0-2.

Award Condition Extensions

Ken made a motion to approve the City of Sour Burlington award condition extension as presented by staff. Liz seconded the motion. The motion carried 9-0-0

Consent Agenda

Angus made a motion to accept the planning grant consent agenda as presented by staff to fund \$64,262 to the following Planning Grants at the following levels:

Planning Grants:

\$ 34,262 Town of Bradford – Old Church Theater Restoration

\$ 30,000 **Town of Bridgewater – Bridgewater Area Community Center**
\$ 64,262

Ken seconded the motion. The motion carried 9-0-0

Implementation Grant Discussion

Town of Alburgh

Many board members felt Alburgh was not ready. Angus suggested to convert Alburgh's IG application to a PG for maybe \$30,000. Ann suggested they may need more. Cynthia asked what they have raised to date that can go towards the required match. Ann wondered if the school can contribute. Elizabeth wants to them to flush out their business model. Josh said staff will work with them to try and find out their needs and work with other state offices. Josh said they need a project manager.

Angus made a motion to convert the Town of Alburgh project from an Implementation Grant to a Planning Grant in the amount to be determined by staff up to \$60,000. Bruce seconded. The motion carried 9-0-0

Town of Barre

Liz recused herself from Town of Barre discussion. Gregg Over said this project has the lowest percentage of VCDP funding to overall cost. Josh wondered if the full amount is needed.

Angus made a motion to fund the Town of Barre - Vermont Foodbank Facility Renovation Implementation Grant \$125,000. Ken Seconded. 1 (Ken)-7-1 motion failed.

Lisa made a motion not fund he Town of Barre - Vermont Foodbank Facility Renovation Implementation Grant at this time until the capital campaign is complete and to come back if there is a gap in funding, Bruce seconded. The motion carried 7-1-1.

Town of Bolton

Ken was concerned with past performance. Bruce said the current owner did not cause the deficiencies. Josh noted the funds that go to the hotel would be in a form of a loan, so the funding would come back to the state and Town. Ann said the current owners were approached to buy it back and bring it back to a four-season resort. Angus asked what the investment will do for the rates for the water system. Patrick said it's going to keep the rates to their current rates. Gregg questioned if it's going to be metered. Patrick said it will be metered at the junction points. Gregg asked if the resort fails would the water rates for the tenants be at an unfordable cost. Josh said they would have to create the jobs, and if they don't, they and the Town would be on the hook. Dave stated he was not concerned with the hotel piece, our program funds the job component, and their request is not unreasonable, and it will retain and create jobs.

Maura made a motion to fund the \$1,000,000 -Town of Bolton – Infrastructure & Dev Project. Angus seconded the motion. 8-0-1 motion carries.

Town of Williston

Cynthia said she likes project but has concerns if they can they manage it. Maura questioned the long-term loan with VEDA for 10 years. Patrick said Tom is trying to line up all the funding dollars do they don't have to pay rent and a mortgage to starting in January 2020. Maura questioned if the offer would go away if not funded right now. Josh felt this project could wait. Elizabeth said if they come back, they should flush out the workforce development more. Lisa also want them to provide more information about the leases. The board felt if they come back, they should come back in November 2019.

City of Vergennes

Cynthia said this project looks like it’s ready to roll. Angus said they did the senior project first and feels like this mixed income facility is the completion. Cynthia said they don’t have their tax credits. Maura said VHFA has no concerns with this project, it all depends on competition and available credits. She said she likes that it’s not aged restricted units too as Angus indicated.

Town of Shaftsbury

Angus asked if there are any marketing concerns. Cynthia feels that their response to their Applegate was enough. Angus asked about project management capacity. Ann is concerned that there were units that needed rehabilitation and they never brought that issue to staff. Patrick said staff have been trying to close that project for over a year. Gregg questioned if they have adequate maintenance staff for their portfolio. Lisa said Bennington and Windham counties is putting together a Comprehensive Economic Development Strategy (CEDS) and noted there is a need for workforce housing in the area.

Town of Fair Haven

Josh said they need to find out about USDA funding commitment. Greg said they could also get some funding through Efficiency Vermont.

Town of Brattleboro

Nathan said the Agency of Human Services supports this project, but they can only help with operational funds. He said there are no other funding sources. He said their capital campaign includes foundation grants as well as, and they are currently at \$800,000. He said they are willing to get a bridge loan. Angus said with his former position at the state, he knows groundworks is very good organization. Cynthia liked that they are moving individuals to transitional housing. Josh said groundworks merged two different organization. Angus said they are looking to USDA for funding for furniture. Angus said it’s rare to have a warming center

Implementation Grants:

Angus made a motion to fund the following Implementation Grants at the following levels:

- \$ 400,000 Town of Brattleboro - 54/60 South Main Street, Groundworks**
- \$ 200,000 Town of Fair Haven - Community Center Project**
- \$ 350,000 Town of Shaftsbury - Lake Paran Village**
- \$ 400,000 City of Vergennes – Community Housing**
- \$1,350,000**

Bruce seconded the motion. The motion carried 9-0-0

Board Retreat

Josh said staff will look into having a Board Retreat in August or adding another day to the November 2019 Board Meeting, in southern Vermont. He said staff would put together a tour of projects.

Adjourn

Ken moved to adjourn the meeting at 4:52 PM. Gregg seconded the motion. The motion carried 9-0-0