

**June 13, 2019 CD Board Meeting Minutes  
Deane Davis Building (Calvin Coolidge Room)**

**Board Members in attendance:** Cynthia Gubb, Lisa Sullivan, Gregg Over, Kenneth Niemczyk, and Bruce MacLean

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

Cynthia Gubb, Chair, called the meeting to order at 9:10 a.m. There were no members of the public in attendance for Public Comment.

**City of Montpelier – Montpelier ADU Program**

Julia presented an overview of the City of Montpelier’s application to provide a \$382,000 subgrant to Vermont State Housing Authority for 382,000 to pilot a two-year Accessory Dwelling Unit Program (ADUP) in the City of Montpelier. The ADUP aims to assist with the building and initial leasing of an ADU, including help with pre-construction design and securing of finances, contractor procurement and project management, and tenant selection and lease up procedures. Final tenant selection will be decided by the homeowner who will also be eligible for up to 30,000 in grant and loan funds. Upon successful completion of this pilot, the program will be evaluated for targeting other communities in Vermont for the development of a similar localized ADUP.

Questions or comments raised during Julia’s presentation to the Board: Josh said that 6 out of 10 of the ADU’s either the homeowners or tenant must be low and moderate income (LMI). Gregg asked if each project would have to do an environmental review. Quin said yes, it’s the tier 2 approach just like the revolving loan funds. Ken wondered how long a homeowner that receives a grant must keep the ADU affordable. Josh said five years. Ken felt that length of time is not adequate. Bruce wondered if there were other communities in the state looking to do similar programs. Josh said ideally a statewide program would be great.

The following individuals came before the board to present on behalf of the City of Montpelier: Tyler Maas, Kathleen Berk, Melisa Begovic, Cliff Bergh, Vermont State Housing Authority (VSHA); Jo Ann Troiano, Montpelier Housing Authority; Anne Watson, Bill Fraser and Kevin Casey, City of Montpelier; Michael Bagiackas; and Ethan Cantin

Questions or comments raised by the board/staff and discussed with the applicant: Kevin said over 50 homeowners attended their first meeting. Ann noted the City of Montpelier has less than 1% vacancy rate. She said the City has lots of housing in Montpelier with large lots, home that can easily converted to ADU.

Tyler talked about Portland Oregon’s current ADUP. He said they offered incentives with permitting and zoning laws. He said they are hoping this pilot program will ignite other communities in Vermont to follow. He said this program not only is leveraging funds at the City, but also with the VSHA and homeowners. He said the homeowner can only receive a 50% matching grant, so if they put in \$40,000 into the project, they can only get a \$20,000 grant.

Michael Bagiackas a resident of VT said their house was two big created after his children left home, so they created an ADU. Cynthia asked what the current rent was. Michael said \$750 includes electricity and trash removal.

Polly Nichol came as a member of Montpelier's Housing task force and noted this program is efficient and will allow older folks to stay in their homes. JoAnn said with the vacancy rate so low in the City it makes it hard for her to place individuals. Kathleen Berk said with VSHA is hoping to take this positive experience in Montpelier across the state.

Ken wondered if each unit built would have to meet ADA. Josh said there is no requirement. Tyler said they would work to do the best they can to make reasonable accommodations. Kevin said some of the homeowners will make the unit ADA compliant because at some point they may want to move into it as they age and have others rent the main house.

Ken asked if there was any rent control. Tyler said a lot of the tenants will be LMI and will work with homeowners to keep them affordable. Ken wondered if there was going to be a windfall for the City with tax revenues going up. Gregg asked if a new unit could be built on the lot and if so if they have a model for that. He also wondered how it would fit with the neighborhood. Kevin said they are currently working with someone right now that wants to build a new unit that will be on the lot and said it will be ADA compliant.

Cynthia asked what if the project didn't receive funds this round or was not fully funded. Tyler said there's not a lot of flexibility with the costs for the program, he said if reduced they wouldn't be able to provide as much incentive to the applicant.

Cynthia asked if the award conditions were acceptable and Tyler said they are waiting for a response on the ADA.

### **Town of St. Johnsbury – New Avenue**

Nathan presented an overview of the Town of St. Johnsbury's application to provide a \$730,000 subgrant to Gilman Housing Trust, DBA Rural Edge in partnership with Housing Vermont (HVT), to acquire and renovate the historic four-story building located at 10 Eastern Ave. in the Town of St. Johnsbury's Designated Downtown. The project will reduce the number of rental units from 47 to 39.

Questions or comments raised during Nathan's presentation to the Board: Nathan said state legislature gave HVT \$940,000 to purchase the building. He said this project will be reducing the number of units from 47 to 39 but noted they have consistently had 9 to 10 units vacant units since they purchased the building. He said all 39 units in the building would receive vouchers. Lisa asked if the gut rehab included the commercial as well. Bruce asked if St. Johnsbury's housing crunch was as acute as other areas of the state. Nathan said yes, but their issue is the quality of the housing is very low in the area.

The following individuals came before the board to present on behalf of the Town of St. Johnsbury: Joe Kasprzak, Assistant Town Manager; Kathy Beyer, Housing Vermont; Patrick Shattuck, Rural Edge

Questions or comments raised by the board/staff and discussed with the applicant: Joe said the Town sees this property as an economic driver and a catalyst for economic development in their downtown. Kathy said a year ago was her first opportunity to walk through the building and she couldn't believe the way people were living at depot square and said it's not ok. She said now just having an onsite property manager and open access to the building has already made some changes. She said they anticipate 76 construction jobs being available during construction and estimate a ripple effect of 46 jobs created in the commercial space after the project is complete. She said a group from the hospital and the academy has taken on the development for the commercial space. Patrick Shattuck said some of the tenants have lived there 20 years, and the average annual income of the tenants is \$10,000. He said SASH program has been onsite to work on relocation. He also noted a café shop will be going in across the street.

Bruce asked them to explain how they came up with the number of 46 jobs of the commercial and how they anticipate economic benefit from folks with such low incomes. Kathy said its based-on projections. She said there will be more foot traffic and these folks still must buy food. Patrick Shattuck said just because they are low income doesn't mean they don't have value to having eyes in the community.

Cynthia asked if there were any specific businesses going into the commercial space. Kathy said the academy may rent some of the space and they are trying to lure a restaurant but noted that would be two years out.

Lisa asked what will happen with the tenants. Patrick Shattuck said they are working to relocate them to where they want to be. Patrick Scheld asked if there is any interest from the tenants to relocate back. Patrick Shattuck said some may move back, but for many the change of one move maybe it for them.

Ken asked about the rehabilitation of the two top floors. Kathy said it is a gut rehab and there is asbestos that will need to be removed. Ken asked if there is an elevator currently in the building. Kathy said there is one there but it's tiny, so they plan to put in a new one. Ken asked if the apartments ADA compliant. Kathy said two will be ADA compliant and the others will be adaptable. Gregg asked why the construction building increased \$2 million. Nathan that was an error it didn't include abatement etc. their response fully addressed the increase.

Cynthia asked what if the project didn't receive funds this round or was not fully funded. Kathy said they plan to have the building empty by December, so if it is delayed it will cost more money and they would be back.

Lisa asked why there were mostly one bedroom and studios. She also questioned what the needs were in the community. Kathy said the market study indicated a need for 1 and 2 person households. She also noted this property isn't a great fit for families because there's no green space. Patrick Shattuck said they developed 2 and 3 bedrooms 20 years ago and it's hard to keep filled with the size of families now.

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

### **Town of Milton – Milton MH Community Water/Sewer Project**

Patrick presented an overview of the Town of Milton's application to subgrant \$800,000 to subgrant to the Milton Mobile Home Community to install new water and sewer lines to be connected to the municipal system, removal/discontinuance of existing site septic systems, and repair damage roads.

Questions or comments raised during Patrick's presentation to the Board: Patrick said the Town will take over the lines once its installed. Bruce asked where the failing septic was going now. Patrick said they are pumping more now and it's not at critical mass yet. Gregg asked if they are replacing asbestos pipes. Gregg asked if there were any covenants for mobile home to be kept up. Josh said this is a residentially owned park, so the owner owns the home. Patrick said they have contacted all the other possible funding sources. Josh said the owners have raised their own rents to address the ravine that needs to be fixed in the next 5 years. Cynthia asked is the park fully occupied. Bruce wondered what the turnover rate was. Cynthia asked if there was any public transportation. Josh said the Milton does have a TIF district. Ken asked if there were any sidewalks to the business district.

The following individuals came before the board to present on behalf of the Town of Milton: Isaac Wagner, Consultant; Sarah Martin, CDFI; Don Turner, Town Manager; Val Sicard and Alexandra Thweatt, residents.

Questions or comments raised by the board/staff and discussed with the applicant: Isaac said in 2013 the owners set aside funds for some projects, but then found the needs were more than what was expected. He passed out a schematic of the park. Don said the COOP didn't realize the infrastructure needs when they purchased the park. He said the Town is willing to work with the residents, the COOP has been a good partnership. He said some residents are currently set up to municipal wastewater right now. He said the Town is going to help pay one of the tenants to relocate due to safety reason, and this is only possible because of the tenant and the COOP.

Val said she thinks only one unit has failing septic. She said they had previously fixed that unit's system, but the COOP just hasn't had time to build up the reserves. Sarah said when the COOP purchased the property, they anticipated the costs for water/sewer needs to be \$700,000, but the actual cost now for the needs of the park is \$3 million. She said they were blindsided.

Bruce asked the occupancy rate of the park. Val said she has been there 15 years and it's always full. She said their park is in high demand. Isaac said as for the typical mobile home park (MHP) issue with vacancy rates this park doesn't have that issue. Don said this park doesn't have the vacancy issues or tax delinquencies, that the Housing Foundation Ink 168 lot MHP in Milton.

Cynthia asked how the park is connected to the community. Don said a new sidewalk is going into the downtown, it's about a mile. Sarah said the area is walkable. Don said there will be a traffic signal and crosswalks. Gregg asked how the town helps residents to make sure the mobile homes are up to standard and help with financials to replace when needed. Sarah said CDI is working on ways to help with home replacement. Gregg asked how adding 100 more units would affect the water/wastewater municipal system.

Cynthia asked what if the project didn't receive funds this round or was not fully funded. Isaac said it would be tight to wait because they want to be out to bid in January. He's also concerned about the cost of steel being very volatile right now it could impact costs with a delayed award. Sarah said something needs to happen soon, and the rents are going to have to go up. Cynthia asked about the income mixture of the park. Isaac said in 2014 54% were LMI. Sarah said she guesses it's probably higher than that now. Lisa asked how many rent homes. Val said maybe four. Cynthia asked about the mix of families, what's the percentage was. Val said about 50/50. Alex said many folks are retired and are on fixed income. Alex said each person owns the homes, but the property is the COOP, so everyone pays rent.

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

#### **Town of Castleton – Castleton University Childcare Center**

Patrick presented an overview of the Town of Castleton's application to subgrant \$249,526 to Castleton University to create a public childcare center on the university campus, to renovate a campus structure for this purpose, create an outdoor playground, and assist in the initial staffing costs of the center.

Questions or comments raised during Patrick's presentation to the Board: Bruce wondered with early education at the forefront if the other higher education programs have similar programs. Julia said the University of Vermont (UVM) does. Gregg asked why the school is not providing some cash in kind to this program. Ken asked if the program would be available to the public. Cynthia asked if they have established

the demand for this and if there will be ongoing budget to be able to support this. Lisa noted there was a big discrepancy between staffing incomes, and wondered if it was because they anticipate students would work the program?

The following individuals came before the board to present on behalf of the Town of Castleton: Matthew Moriarty, Maurice Ouimet, Laura Jakubowski, Heather Martin of Castleton University (CU); Janet Currie

Questions or comments raised by the board/staff and discussed with the applicant: Maurice said CU is oldest educational institution in Vermont. He said currently they have a K-12 Licensed program and they are starting a new program for kids from birth to 3<sup>rd</sup> grade. He noted the Task force determined a need for childcare. He said in order to do the program right they should have a daycare facility on site. He said the is a critical need for early educational childcare. He stated the facility would have 45 childcare slots and they would be able to educate 15 to 20 students yearly in early childhood education. He said the Presidents housing is the proposed location for the facility. Heather said this program would allow CU to have programs that support children now from 6 weeks to early adulthood. She said most of the early educators now just have their associates and not bachelors.

Lisa asked them to explain the discrepancy in pay for the childcare center staffing. She also asked if the program will for the funding with the pre-K requirement. Heather said yes it would be eligible for the F166 funding.

Cynthia asked why they needed funding for labor for the first 12 weeks of the program startup. Heather said there is some extra there because staff will need to be trained first prior to starting. Gregg asked if CU planned on starting the program this year. Lisa asked if this would be an independent center. Laura said it will be under CU. Gregg asked if CU been approached to provide some funding to start up. Laura said CU will be providing ongoing support. Ken questioned if CU owned the home that will be used for the facility.

Cynthia asked what if the project didn't receive funds this round. Matt said you will see us in November.

Cynthia asked if the McClure foundations supported the project financially. Matt said they provided a \$25,000 grant.

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

### **Town of Brattleboro – Red Clover Commons 2**

Nathan presented an overview of the Town of Brattleboro's application to provide a \$350,000 Subgrant to the Brattleboro Housing Authority to construct a new three story 18-unit apartment complex, serving low income elderly and non-elderly disabled persons. The project will be located on the parking area of the existing Red Clover Commons in Brattleboro, VT.

Questions or comments raised during Nathan's presentation to the Board: Nathan said the January 2019 ice jam's caused residents to have to relocate due to flooding. He said the Town will be contributing to the project through single audit costs. Gregg asked if they have done any research on the cost for the volume of excavation that has to be done. Quin said they are going to have to amend their Corrective Action Plan (CAP) with Department of Environmental Conservation (DEC), they have a consultant on board, but there's not a lot of specifics. Gregg said so then they have no idea of the extent.

The following individuals came before the board to present on behalf of the Town of Brattleboro: Patrick Moreland, Assistant Town manager; Kathy Beyer, Housing Vermont; Chris Hart, Brattleboro Housing Authority (BHA).

Questions or comments raised by the board/staff and discussed with the applicant: Patrick M. said this project will help take responsibility for some poor decisions made many years ago. Chris said the Town has worked hard with them since Tropical Storm Irene. Chris and Kathy said they looked in town two years ago for a parcel and nothing was available. They said they originally didn't think the current location would be the spot. Cynthia asked about its current parking. Chris said Red Clover has underground parking. She said the surface parking lot for Red Clover 1 is where the project will be built. Kathy said their architect came up with utilizing the surface parking.

Josh asked them to talk about the brownfield. Kathy said they will need to amend their CAP. Cynthia asked what kind of contaminant was there. Ken asked what the extent of depth was. Kathy said they will have to do more design work. Nathan asked how long would take for DEC to amend the CAP. Kathy said she doesn't see this as a barrier, because they know a lot about the site.

Ken asked if there would be accessible paths to the other buildings. Cynthia asked if they can easily walk between buildings to the community centers, and if the it will have cover walkways. Chris said they are discussing it all. Gregg asked about Walgreen's signoff. Kathy said the it used to be one parcel but when it was sold it was divided into two, so there's a covenant that has a statement with sleeping or lodging. She said they will have to get title insurance and need an amendment for the sleeping or lodging and Walgreen will have to sign off on the amendment.

Josh asked about the units in the floodway at Melrose, since BHA won't own the ones remaining. Chris said it's a little circle of 5 buildings, one is a beautiful two-story historic building. She said the Town Planning commission is going to move the village line for the Melrose property, and will look for Incredible historic significance with the 5 bldgs. A \$3.2 million-dollar contract FEMA has been signed. Christ said after this is building is built and people have been moved out of the other buildings, she does not want to see nay housing remaining in this flood prone are, but other uses would be great.

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

#### **City of Newport – Gardner Memorial Park Improvements**

Julia presented an overview of the City of Newport's application to provide a \$100,000 grant to support the renovations and upgrades to the Gardner Park recreational facility located adjacent to the City's Designated Downtown with a population that is 60.25 LMI.

Questions or comments raised during Julia's presentation to the Board: Julia said they noted they want to make the park ADA compliant. Josh said we don't typically see projects like this but because the community is areawide this is eligible. Julia said they plan on doing the environmental review this summer and plan to complete the project next may. Quin said the recreation building is not in the flood way but the property across the way is in the flood plain and does flood. She said the park will be designed in a way so it will allow water to be taken on. Nathan said this project coincides with a bike path they are trying to do. Julia said the park is heavily used. Josh said they use this park as a hockey rink in the wintertime.

The following individual came before the board to present on behalf of the City of Newport: Jessica Booth, Newport Parkes & Recreation Director.

Questions or comments raised by the board/staff and discussed with the applicant: Jessica said the project would address safety codes and aesthetics. She said it's a hub for recreational facility. She said Newport has the lowest incomes in the state and the highest unemployment rate. She said city has natural assets the mountains, bike paths and the lake. She said they are at a point where they need to start development, they've planned for years. She says the park sees about 62,000 people a year, 9,000 use the playground. She said there is more pedestrian traffic to the park than vehicle traffic.

Bruce asked if they are trying to make the city a recreational destination because of just the surrounding mountains. Jessica said the lake isn't utilized. Bruce wondered if they see this park radically boosting activity from more folks in the City. Jessica said yes with the development of the free water pad it may.

Ken asked how much economic support they are you getting from the businesses. Jessica said the local businesses have been supporting and providing donations for many events. She said this is the first project out of the Downtown and master plan.

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

### **City of St. Albans – Maiden Lane Housing**

Patrick presented an overview of the City of St. Alban's application to provide a \$1,000,000 deferred loan to Maiden Lane Housing Limited Partnership to develop 30-units of new affordable rental units in downtown St. Albans in partnership with Housing Vermont and Champlain Housing Trust.

Questions or comments raised during Patrick's presentation to the Board: Patrick said currently there are 23 units this project would add another 7 units. He said the project has both VHCB and Tax Credits committed. Gregg asked if both developments are structurally independent. Quin said the mechanical is independent. Josh said the TIF district freezes their tax liability, and the development would not happen without the TIF. Cynthia asked if the commercial part happening at the same time.

The following individuals came before the board to present on behalf of the City of St. Albans: Dominic Cloud, City Manager; Chip Sawyer – City CD Director; Amy Demetrowitz – Champlain Housing Trust (CHT); and Matt Moore – Housing Vermont

Questions or comments raised by the board/staff and discussed with the applicant: Dominic said the City's motto is create public and private partnerships where the city takes the lead, they buy the land and then work with the developers. He said the first five years the focus was on employment and their second phase the focus will be on housing. He said this project is responding to two critical housing needs, low- and moderate-income housing and market rate. He said the existing housing units have health and safety risks and the city has worked with HVT and Champlain housing to develop this 30 units of affordable housing and have a private developer that is creating the market rate housing side by side.

Amy said the existing residents will need to relocate; the relocation budget is \$300,000. She said there is only one unit left to relocate. She said St. Albans housing market is tight. She said this will be a turnkey project. Chip said they are getting stuff ready to go out to bid in July after the environmental release has been completed. He said they are doing their earnest to be on site by September and Snyder will begin construction in January 2020. Matt said they don't need to go through Act 250. He noted they have received their 9% tax credits and VHCB funds.

Bruce asked what the cities vision is for development, he wondered if there will be commercial retail. He stated his concerns for bricks and water retail in this day and age since it's so risky. Dominic said the first floor will be commercial as its essential for the face and sense of place.

Cynthia asked about the tightness of the housing market. Amy said CHT manages 100 apartments in St. Albans and all are currently fully occupied. She said it's been very challenging trying to relocate tenants into housing in the area. Chip said there's a need for market rate housing.

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

### **Town of Hardwick – Hardwick Yellow Barn**

Nathan presented an overview of the Town of Hardwick's application to provide a \$1,000,000 grant to construct a 24,800 square foot business accelerator facility to at 281 Route 15 West, Hardwick VT 05843. The facility would have Jasper Hill Cheese as an anchor tenant (creating 34 jobs), and it would be managed and operated by Northeast Kingdom Development Corporation, allowing existing businesses space to expand their operations.

Questions or comments raised during Nathan's presentation to the Board: Kristie Farnham and Deagan Goodrich in ED, Sarah Bartlett, DEC joined the presentation. Josh said This project has asks to the Brownfields program, us, DEC and two requests into Northern Border Regional Commission (NBRC).

Nathan said they recently submitted findings to DEC from Phase II. He said it's a complicated project, they are utilizing new market tax credits to take out debt. He said due to our environmental review needing to be completed, the NBRC grant awarded last year to purchase property has not been able to release the funds yet. He said they can't apply for another NRBC grant until the first grant funds have been released. He said there's a \$3 million increase from their previously submitted request due to the fit up from Jasper Hill.

Bruce asked if they will be keeping the shell of the barn. He also asked how this site differs from Jasper Hill's existing site. Nathan said this would be for their hard cheese. He said they have identified the costs from their tenants and lease. He said the biggest concern is EDA funding. Josh said the EDA is notorious for various timelines for approvals this project has a \$3 million request. Nathan said they have just identified VEDA to do the underwriting, and that is currently in the prelaminated stage. The environmental review still needs to be completed. Bruce said they have come a lot further but wondered if they are far enough. Nathan is still concerned with them being able to move forward within 6 months. Kristie said the environmental review is a big component to flush out. Sarah noted they are working with a new development association team and new consultants that haven't worked in Vermont.

The following individuals came before the board to present on behalf of the Town of Hardwick: Shaun Fielder, Town Manager; Eric Remick, Select Board; Alison Low, Northeastern Vermont Development Association; Jon Ramsay and Jon Jewett, Center for an Agricultural Economy

Questions or comments raised by the board/staff and discussed with the applicant: Shaun said this project is committed at the local level, board, businesses and residents. He said they have a good food economy in the area and this project would be an extension of that and would conserve farming. He said the Town has an option agreement and must complete permitting before they are able to purchase. Jon Jewett said the project has received \$250,000 from NRBC and \$200,000 from the Town revolving loan fund.

Alison said the business planning is complete and they have agreed on a gross lease rate of \$9.80 a sq. ft. She said the project is showing a positive cash flow in year one. She said they are amortizing lifelong debt. Jon Jewett said letters of intent were sent to Jasper Hill, Bien Fait, Sawyer Made and Cabot last week. Shaun said Jasper Hill has locked in 75% of the space and they are ready. Jon Jewett said all four businesses have shown interest and all permits have been sent in. Jon Ramsay said Jasper Hill is sourcing farmers. Jon Jewett said a portion of the building will be for retail of Hardwick's agriculture economy. He noted Jasper Hill and Cabot already work together and are fine each having a retail presence. Nathan asked about Jasper Hill and Center for Agriculture Economy use of venture center. Jon Ramsay said Jasper hill is interested in growing.

Josh asked what capacity the food venture center what at now. Jon Ramsay said they are fully occupied. Bruce asked about Jasper Hills sourcing of some of their milk 15 miles around. Jon Ramsay said they get agriculture market price plus an additional price on top of that. He said they are already doing this.

Gregg asked them to speak to the revenue source budget any update they had on EDA funding. Alison said she submitted the draft proposal this week and tot a positive response. Gregg asked if EDA does some scale for their grants. Alison said their request is \$3 million and it's the highest level.

Cynthia asked what their Plan B was if they didn't receive the \$3 million from EDA. Alison said they would scale back the project. She said phasing the build out costs more. Nathan asked if there was any VEDA update. Alison said no not yet, but she now needs to request underwriting.

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

#### **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 they have now gone to USDA for funding instead of VEDA, no down payment required.

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

Questions or comments raised by the board/staff and discussed with the applicant: Erick said the Williston Selectboard supports the project unanimously and noted the work they do makes a difference stateside. Tom said the environmental review is complete. He said this project relieves poverty, helps build housing, provides opportunities for low income Vermonters, and assists employers. He said they have an option to buy in Jan 2020. Crocker Stickney with AmeriCorps stated ReSOURCE's mission and provided his experience and the impact he has seen ReSOURCE have.

Bruce asked how long the training period was and wondered if they were paid during the training. Tom said they have a continuum of programs, that provide community service placement maybe through reach-up that then extends to work development program where they end up getting a job. He said some training takes a year and some are only 6 weeks. Bruce asked if ReSOURCE does any follow-up after. Tom said yes, they do for the following year and continue to work with them.

Cynthia asked about their progress on the Capitol Campaign. Tom said in March they were at 30% and now are at 35% or maybe a little more. He said they are pursuing USDA funding which gives them more flexibility.

Cynthia asked what if they received no funding this round, Tom said he is not advocating to not fund but would come back. Cynthia asked if they could run the programs without owning. Tom said no because their rent will be doubling and couldn't afford that. Tom feels that if VCDP funds were awarded it would help them gain some momentum. He said they need to go forward with the purchase. He said the best route for them is get some equity in the building to allow them to grow and become sustainable.

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: Julia went over the budget and when the other resources would be known. She said the National Life Grant should be known in June, but she is not certain if the Wienberger application has been submitted because half of the funding needs to be in hand before they can apply. She said they have completed their environmental review but is not certain if the project has already started or not.

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

Questions or comments raised by the board/staff and discussed with the applicant: Carl said this application is not just for the Town of Barre it's for the State of Vermont. He recognized the economic impacts there would be for the Town during the construction period.

John said the Town of Barre provided an interest free loan when they first moved to Town. He said the VT Foodbank mission access to food is healthy and takes action to eliminate poverty. He went over the various programs they offer. He said this project is a key part of thriving communities. He said the State of Vermont provides only 1% of operating funds for support. He said there are two programs that receive federal funds. He said they currently don't have the capacity to take on more fresh produce. He said they need this grant to get them to the 50% mark so they can request other funding. He said this is an opportunity for the state to stand up and support the project. He said the space will be configured to be more efficient.

Bruce asked about the 33,900 children served and how they define and measure hunger. He also noted if this program goes through and they triple the capacity, it assumes that 100,000 people will need assistance. John said the numbers are based on data by Mathematica, every year's work on USDA food insecurities and Feeding America study nationally done by state. He said they are not meeting the need in Vermont.

Bruce asked if it was possible that some of Vermont's obese people are because they are not eating the right foods. John said yes. He said people say they buy what they can afford. Jon Williams said they are rescuing food waste that is perfectly fine and getting it to people.

Cynthia asked what their Plan B was if no funding. John said this is plan b, it's incumbent on the state to show some support which the state has not provided investment in 20 years.

Jon Williams noted the 57% of funding they receive are median gift size of \$30 from Vermonters.

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

**April 4, 2019 Draft Minutes**

Ken made a motion to approve the draft minutes from the April 4, 2019 board meeting, Lisa seconded the motion. The motion carried 5-0-0.

**Award Condition Extensions**

Ken made a motion to approve the award condition extension list as presented by staff to extend each of the grants award conditions to January 1, 2020. Lisa seconded the motion. The motion carried 5-0-0

**Consent Agenda**

**Planning Grants:**

- \$ 24,463      Town of Guilford – Guilford Free Library Expansion study
- \$ 15,000      City of Rutland – A Strategic Plan for Downtown Rutland
- \$ 39,463

Gregg moved to fund the Town of Guilford and City of Rutland planning grants on the Consent agenda, Lisa seconded the motion. The motion carried 5-0-0

- \$60,000      Town of South Hero – South Senior Housing
- \$60,000      Town of Woodstock – Keys to the Valley Initiative

Bruce moved to not fund the Town of South Hero and Town of Woodstock planning grants on the Consent agenda, Gregg seconded the motion. The motion carried 5-0-0

**Implementation Grants**

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

- \$ 150,000      Town of Barre - Vermont Foodbank Facility Renovation
- \$ 300,000      Town of Brattleboro - Red Clover Commons 2
- \$ 130,000      Town of Castleton - Castleton University Childcare Center
- \$ 700,000      Town of Milton - Milton MH Community Water Sewer Project
- \$ 300,000      City of Montpelier - Montpelier ADU Program
- \$ 100,000      City of Newport - Gardner Memorial Park Improvements
- \$ 850,000      City of St. Albans – Maiden Lane Housing
- \$ 150,000      Town of Williston - Realizing ReSOURCE
- \$2,680,000

Bruce seconded the motion. The motion carried 5-0-0

**Adjourn**

Ken moved to adjourn the meeting at 5:07 PM. Lisa seconded the motion. The motion carried 5-0-0