

**June 14, 2018 CD Board Meeting (Approved) Minutes  
Deane Davis Building (Calvin Coolidge Room)**

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

**Staff Members in attendance:** Katie Buckley, Josh Hanford, Nathan Cleveland, Joe LeClair, Cindy Blondin, Ann Kroll, Patrick Scheld, and Julia Connell

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.

**Town of Williston - Old North End Community Center**

Patrick presented an overview of the Town of Williston's application to subgrant \$300,000 in VCDP funds to Champlain Housing Trust (CHT) to rehab The Old North End Community Center at the former St. Joseph's School in Burlington's Old North End housing a variety of regional non-profits that provide critical services to the area's low-income residents. Major upgrades and modernizations need to be made to the building's water supply, bathrooms, shell of the building including new windows and attic insulation; and heating, cooling, electrical, sprinkler, safety and technology systems.

Questions or comments raised during Patrick's presentation to the Board: Josh questioned if the City of Burlington's financial commitment to the project was proportional to the beneficiaries projected from the city. The other \$400,000 from the City is a bridge loan for Capital Campaign pledges. Cynthia asked when the Capital Campaign started. Patrick said he didn't know when it began but knew they projected it to be completed this summer. Angus asked who the owner of the property was. He also asked if there was an issue with federal funding going toward a Hindu Temple. Ann said if awarded Federal funds would not be targeted to the Temple. Cynthia asked about the number of beneficiaries outside of Burlington. David asked about entitlements and state CDBG programs participating in one project. Josh and Ann explained our state program can only participate proportionally to the beneficiaries outside of Burlington.

The following individuals came before the board to present on behalf of the Town of Williston: Richard McGuire, Town; Amy Demetrowitz, Chris Donnelly, Michael Monte and Joan Lenes, with CHT; and Yacouba Jacob Bogre, Association of Africans Living in Vermont (AALV).

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

Ken asked what the process was when refugees come into the state of Vermont, if they are only relocated in Burlington. Yacouba said last year they tried to set up a program of refugees from Syria and Iran in Rutland area but it was closed due to it never reaching the 100 people requirement. He said there have been other programs previously in the Barre/Montpelier area, but they no longer exist, Burlington has more jobs and services from UVM including mental health services to help them integrate in the community. Ken asked if the building was fully occupied. Amy said yes and provided a handout including the layout of the building. Ken asked if the building was up to ADA standards. Angus asked what if the funds were structured as a loan versus a grant. Michael said rents are stable and low (\$8 a sq. ft.), it would impact the current rents. Cynthia asked what the impacts would be if they didn't receive funding this time. Amy said they would be back. Ken asked if the project could be phased.

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

**City of South Burlington - City Center Family Rental**

Patrick presented an overview of the City of South Burlington's application to provide a \$625,000 deferred Loan to limited partnership to be formed by Champlain Housing Trust and Housing Vermont, in partnership with the Snyder Braverman Development Company LLC, to develop 60 new affordable apartments in South Burlington's City Center at the intersection of Market St. and the future Garden St. The building will be four-stories high with parking underneath.

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

Cynthia asked what the status of the mall was. She also asked what the status of the bank financing was. Bruce wondered what the population of South Burlington was. Josh said they are one of the growing areas in Vermont. Angus questioned what the proposed rents would be because they were different in the analysis and the response.

The following individuals came before the board to present on behalf of the City of South Burlington: Paul Conner, City Director of Planning; Helen Riehle, City Council Chair; John Simpson, South Burlington Affordable Housing Committee; Larry Kupferman, South Burlington Housing Trust; Amy Demetrowitz, CHT; Kathy Beyer, Housing Vermont; and Ken Braverman -Developer

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

Bruce asked if the city center development would be vertical or horizontal. Paul said vertical. Cynthia asked if the award conditions were acceptable and applicant responded yes. Angus asked for clarity on the 11 units targeted for households earning less than 30%. Amy said there would be 11 units targeted to 30% or below LMI. Ken N. asked how many units would be designated as ADA. Amy said there would be 3 units fully ADA and 1 unit for the visible and hearing impaired, but also noted they are all adaptable with the elevator in the building. Ken asked if that number of units for ADA meets the standards. Cynthia asked what the growth rate projections were for 5 and 10 years and then the status of the mall. Paul said 140 housing units a year, but there may be a ramp upward with the construction happening. He said the mall will be remaining with the current owner leasing to Target and H & M.

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

**Town of Brattleboro - Culture Made Vermont, LLC**

Nathan provided an overview of the Town of Brattleboro's application to subgrant \$1,000,000 in VCDP funds to a to be formed limited liability organization to acquire and expand the building located at 343 John Seitz Dr., Brattleboro, VT to establish a new value-added dairy/non-dairy manufacturing facility that will be leased to a startup business that will result in up to 46 jobs being created over two years.

Kristy Farnham and Daegan Goodman with DED were in attendance to view this presentation.

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

Josh noted \$20 million of the funding for this project is just for the cost of equipment. Bruce asked where the milk was coming from. Nathan said in that area they could buy in the tri-stat area (NH, ME and VT).

The following individuals came before the board to present on behalf of the Town of Brattleboro: Patrick Moreland, Assistant Town Manager; Adam Grinold, BDCC; and Tom Moffit, Culture Made Vermont

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

Bruce asked about both products the dairy and non-dairy products where Culture Made Vermont (CMV) would get their supply of dry milk and milk. He also asked if the machinery being purchased can easily convert from dry to liquid dairy and non-dairy. Tom said there are more upfront costs associated with machinery that can process dry, liquid and non-dairy, but that provides flexibility. Tom also mentioned that another business he operates gets majority of its milk from the St Albans Coop and he hopes CMV would also get its milk supply from St Albans Coop. Cynthia asked about the products. Tom explained his company would be able to have dairy, non-dairy and hybrid drinks and what the differences were. Ken asked if they would only use cows milk or if they could use goat? Tom said cows for now but may be able to expand to goat in the future. Cynthia asked when they planned to close on the property. Tom said current timeline to close would be September/October 2018 with the plant in production by September/October 2019. Bruce asked if the type of milk purchased made a difference. Tom said high protein milk is the best.

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

#### **Town of Fair Haven - Appletree Apartments**

Patrick presented an overview of the Town of Fair Haven's application to provide a \$550,000 deferred loan to limited partnership to be formed by Housing Trust of Rutland County (HTRC) to purchase the property and rehab Appletree Apartments, a 40 unit mix of Senior and Family housing, to complete building and infrastructure improvements increasing the housing quality standards and preserving affordability for the residents.

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

Cynthia asked if purchased by HTRC will the housing vouchers be preserved. Angus asked about the two vacancies.

The following individuals came before the board to present on behalf of the Town of Fair Haven: Joseph Gunter, Town Manager; Elisabeth Kulas and Melissa Disorda, HTRC; and Jeff Kantor, Consultant

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

Cynthia asked about the interaction between the seniors and the families. Melissa said it was definitely multi-generational, currently there are families living in family units that have grandparents living in the senior housing. Elizabeth noted there are some unmet opportunity to build a better sense of community with the rehabilitation to the on-site community center. Cynthia asked if there was a playground. Ken asked the size of the parcel and if there was room for an expansion in the future. Cynthia asked what the plan was if the project didn't receive Affordable Housing Program (AHP) funding. Elisabeth said she thinks the project will score well, but if they didn't receive it she would work with the other funders to see what their other options would be. She noted that it was a small part of the budget. Josh asked them to explain what percent of the weatherization and energy efficiency work planned was covered by the Efficiently VT incentives. Katie asked if there was a PV solar component. Katie also asked if this was a SASH supportive project.

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

## **February 8, 2018 Draft Minutes**

Angus made a motion to approve the draft minutes from the February 8, 2018 board meeting, with minor corrections he noted. David seconded the motion. The motion carried 4-0-3 abstentions (Lisa, Ken, Liz).

## **Award Condition Extensions**

Ken made a motion to approve the award condition extensions for the list of grants presented by staff to November 1, 2018. Lisa seconded the motion. The motion carried 7-0-0

## **Consent Agenda**

Steve Lotspeich with the Town of Waterbury joined for the discussion of the Consent Agenda.

Josh noted the reason the Department is not recommending funding to the Town of Waterbury community center feasibility project on the consent agenda is due to limited funding and the existing enhancement demands, but it's a good project. The overarching priorities are housing and economic development.

**David made a motion to accept the planning grant consent agenda as presented by staff to fund the Town of Middlebury – Lindale Mobile Home Park Community Septic Planning project for \$30,000 and not to fund the Town of Waterbury – Community Center Feasibility Study. Angus seconded the motion. The motion carried 7-0-0**

## **Implementation Grants and Enhancements**

Patrick went over the Town of Bennington enhancement.

Nathan went over the Towns of Brattleboro's and Randolph's enhancement requests.

Angus asked if the department received the information on the rebid for the Town of Randolph Armstrong project. Nathan said yes, the bid came in higher. There was an extensive amount of bedrock removal which resulted in the \$400,000 funding gap. They had to go out to bid again for new financing from ANR. Ken asked if the enhancement could be in a form of a loan. Angus said the size of the mobile home park wouldn't support it, the rents would need to be raised too high.

Lisa questioned the beneficiaries for the Town of Williston Community Center project. Angus is not sure it is proportional between CEDO's and states request. David said better numbers for the community center would help, and the Town Manager gave a compelling reason to collaboration. Cynthia said the other projects have a greater urgency. Angus suggested we ask them for an update on the capital campaign and get better low and moderate beneficiary data, not just the one organization.

David said the South Burlington project is ready to go and it hits a lot of the state's priorities.

**Angus moved to fund \$2,619,000 to the following Implementation Grants and Enhancement Requests at the levels listed:**

### **Implementation Grants:**

<b>\$1,000,000</b>	<b>Town of Brattleboro – Culture Made Vermont</b>
<b>\$ 625,000</b>	<b>City of South Burlington – City Center Family Rental</b>
<b>\$ 550,000</b>	<b>Town of Fair Haven – Appletree Apartments</b>

**Enhancements:**

**\$ 250,000      Town of Bennington – Putnam Redevelopment Project**  
**\$ 144,000      Town of Randolph – Armstrong Mobile Home Park**  
**\$ 50,000        Town of Brattleboro – Bradley House**

**Lisa seconded the motion. The motion carried 7-0-0.**

**Adjourn**

**Lisa moved to adjourn the meeting at 2:30. Ken seconded the motion. The motion carried 7-0-0**