

**February 9, 2017 Vermont Community Development Board
National Life Deane Davis Building, 6th Floor (Calvin Coolidge Room)**

Members in attendance in person – Cynthia Gubb, Angus Chaney, Amelia Silver, Bruce MacLean, David Scherr, and Lisa O’Sullivan

Staff in attendance – Katie Buckley, Josh Hanford, Carl Bohlen, Nathan Cleveland, Claire Forbes, Ray Marzbani, Arthur Hamlin, Tamera Pariseau, Patrick and Cindy Blondin

Cynthia Gubb, Chair, called the meeting to order at 9:11 a.m.

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

City of South Burlington– City Center Senior Housing

Claire Forbes presented an overview of South Burlington’s application requesting \$575,000 in VCDP funds and issues raised in the analysis. She noted the city changed their administrative review process and adopted Form Based Code making it a quicker process for review of projects for the City. She noted this is Phase I of the overall project it will be a deferred loan to a limited partnership to be formed by Cathedral Square Corporation to construct 39 units of affordable senior rental housing with services located in South Burlington's new city center and it will be a SASH cite. Phase II will be for family housing.

Josh Hanford said all of last year’s tax credits went to family housing projects and he believes a senior housing project would be competitive this year. He said the city has very few undeveloped land in the city center area. He also noted the parcel for the project has a manmade wetland so the city would need to address it.

The following individuals came before the board to present on behalf of the City of South Burlington application: Cindy Reid, Cathedral Square Corporation; Ken Braverman, Snyder and Braverman; and Meaghan Emery South Burlington City Council

Questions raised by the board and discussed with the applicant: Ameila asked about the wellness nursing services. Angus asked for details on the complete timeline for the build out for City Center. He asked for clarification on the permits. He also asked about the costs break out for the \$1.6 million for program management since this was a turn key project. Cynthia asked about the status of the University Mall.

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

Town of Brattleboro - Permanent Supportive Housing

Katie Buckley, Commissioner of Department of Housing and Community Development joined the presentation for the Town of Brattleboro and introduced herself to the board.

Nathan Cleveland presented an overview of Brattleboro’s application requesting \$449,000 in VCDP funds and issues raised in the analysis. The Town would provide a deferred loan to Windham Windsor Housing Trust to convert The Lamplighter Inn, a current extended- stay

motel, into 22 efficiency and one-bedroom rental apartments for very low income and special needs populations, including 11 units specifically targeted for homeless populations. The project will provide on-site supportive services to all residents.

Josh noted he went to a conference in Salt Lake City where other states are redeveloping motels and hotels no longer in use to server the homeless.

The following individuals came before the board to present on behalf of the Town of Brattleboro's application: Jeff Kantor, Consultant in person; the following by phone: Peter Paggi (WWHT), Connie Snow (WWHT), Patrick Moreland, Town, Josh Davis Groundworks.

Questions raised by the board and discussed with the applicant: Angus asked for details about the community building. He asked how they identify and prioritize the individuals going into the 11 units designated for formerly homeless. Cynthia asked what the homeless percentage was for Windham and Windsor Counties. She also asked the profile of single individuals was. Amelia asked the referral process and if the 3 units reserved for institutional releases included people being released from incarceration. She also asked if included persons coming out of rehab for substance abuse. Angus asked what the current rents for Lamplight Inn are. Josh Hanford asked if there was any potential to expand on the current site. Cynthia asked due to competitive funding if the project could wait another round or have the ability for less funding.

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

Town of Castleton– Windy Hollow Mobile Home Park

Arthur Hamlin, the Departments Housing Specialist on Mobile Home Parks joined the meeting for Town of Castleton's presentation.

Claire presented an overview of Castleton's application requesting \$374,000 in VCDP funds and issues raised in the analysis. The Town would provide a subgrant to the Windy Hollow Mobile Home Cooperative a 44-lot mobile home park to assist with water, wastewater, and flood/drainage improvements preserving affordable housing for the Town. Nathan provided input from his site visit for this project.

Arthur provided an overview of the park closure process.

The following individual came before the board to present on behalf of the Town of Castleton's application: Mark Shea, Town; Sarah Martin and Annik Paul of Cooperative Development Institute; and Jeanne Tobin and Robin Crowningshield residents of Windy Hollow Cooperative.

Questions raised by the board and discussed with the applicant: Bruce asked where will the funds come from when they need to periodically address this work again. Angus asked if there was solid consensus with the residents on working through these issues and the expectations. Lisa asked if the lot rents would remain about the same after its owned by the newly formed Coop. Cynthia asked due to competitive funding if the project could wait another round or have the ability for less funding. Josh Hanford asked what the advantages were with ROC Capital financing versus Vermont Housing Finance Agency's financing. Bruce asked about the Town support.

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

Town of Hardwick – Hardwick Village Housing

Nathan presented an overview of Hardwick's application requesting \$345,000 in VCDP funds and issues raised in the analysis. The Town will provide a deferred loan to a-to-be-formed limited partnership between Housing Vermont and Lamoille Housing Partnership to complete a moderate rehab of 18 units of affordable rental housing and commercial space at three separate properties located in the Village of Hardwick. He noted they have decided to request 9% tax credits now instead of 4% from Vermont Housing Finance Agency.

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

Questions raised by the board and discussed with the applicant: Bruce asked where Positive Pie was located on the map. He asked how successful the Hardwick Industrial Park is doing. He also asked the percentage of local residents being hired for the businesses of the industrial park. Amelia asked if the 18 units of housing was currently occupied. She asked Jim to address LHP's portfolio to how close they are to meeting the 15% homeless requirement. Cynthia asked him to confirm it was between 10%-12%. Cynthia asked due to competitive funding if the project could wait another round or have the ability for less funding.

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

Town of Marshfield – Hollister Hill Apartments Redevelopment

Carl Bohlen presented an overview of Marshfield's application requesting \$333,500 in VCDP funds and issues raised in the analysis. The Town intends to provide a deferred loan to Housing Foundation Inc to redevelop the existing 16-unit Hollister Hill Apartments family complex. The existing four buildings of 4 units each will be replaced with two buildings of 8 units each plus community and laundry space. There will be three one-bedroom, ten two-bedroom and three three-bedroom apartments to correspond with the market study. All units are HUD Section 8 Project Based Housing Assistance Payments (HAP) ones.

The following individuals came before the board to present on behalf of the Town of Marshfield's application: Andrew Perchlik – Marshfield Selectboard Chair; Susan Kuegel and Tim Palmer – Housing Foundation Inc.; Jeffrey Kantor, Consultant; and Sarah Nussbaum - Capstone.

Questions raised by the board and discussed with the applicant: Cynthia asked if two out of the four buildings were having septic issues. She asked how the project would be staged for the tenant's, will they have to relocate. She also asked if there was public transportation near the project. She asked due to competitive funding if the project could wait another round or have the ability for less funding. Carl asked about the cost for asbestos removal.

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

October 13, 2016 and November 17 Draft Minutes

Angus made the motion to approve the draft minutes from the October 13, 2016 and November 17, 2016 board meeting, with two corrections to the Oct 13, 2016 minutes page 2 under CDBG-DR Enhancements change “mentoring” to “monitoring” and on page 4 third paragraph change “New” to “National”, Bruce seconded the motion. The motion carried 5-0-1 (David abstained).

CDBG including Enhancements Funding Recommendations

Following a brief presentation of the planning grants by staff and discussion, Angus moved to fund \$1,712,000 to the following grants at the levels listed:

- \$425,000 Town of Brattleboro – Permanent Supportive Housing**
- \$364,000 Town of Castleton – Windy Hollow Mobile Home Park**
- \$333,000 Town of Marshfield – Hollister Hill Apartments Redevelopment**
- \$500,000 City of South Burlington – City Center Senior Housing**
- \$30,000 Town of Guilford – Community Collaborative of Guilford**
- \$30,000 Town of Milton – Milton Mobile Home Park Infrastructure Study**
- \$30,000 City of Newport – Downtown Feasibility Study**

\$149,900 to the following enhancements at the levels listed:

- \$50,000 Town of Hartford – Bridge and Main**
- \$50,000 Town of Rochester – Parkhouse**
- \$49,900 Waitsfield United Church of Christ – Village Meeting House**

Amelia seconded the motion. The motion carried 6-0-0.

Award Condition Extensions

Lisa moved to extend the Award Conditions deadlines to June 1, 2017 for CDBG grants and March 1, 2017 for CDBG-DR grants presented by staff. Bruce seconded the motion. The motion carried 6-0-0.

The meeting was adjourned at 3:00 pm.