

**September 17, 2015 Vermont Community Development
Board Lareau Farm Inn, Waitsfield, Vermont**

Members in attendance in person – Cynthia Gubb, Angus Chaney, Bruce MacLean, Sarah Carpenter, Kenneth Niemczyk, David Scherr, Kate O’Connor, and Amelia Silver

Staff in attendance – Jennifer Hollar, Josh Hanford, Dale Azaria, Carl Bohlen, Nathan Cleveland, Claire Forbes, Ray Marzbani, Cassie Bell, Tamera Pariseau, Cindy Blondin & Wendy Tudor (Ann Kroll & Maria Davies arrived during the meeting).

Cynthia Gubb, Chair, called the meeting to order at 9:30 a.m.

There were no members of the public in attendance for Public Comment.

Josh Hanford made welcoming remarks and introductions. He subsequently presented an overview of CDBG Disaster Recovery program enhanced by a powerpoint presentation. He addressed the kinds of projects the money funded (buyouts, housing, public facilities, economic development, and planning projects), and remaining funds that can now be used for future projects, applications in the pipeline, as well as enhancement requests. The goal is for funding to be spent and projects completed by September 2017.

Chairperson, Cynthia Gubb, directed the Board to the first application.

Town of Northfield – Water Street Park

Carl Bohlen presented an overview of Northfield’s application requesting \$295,500 in CDBG-DR2 funds and issues he raised in his analysis. This is an ecological restoration project in which the Town plans to redevelop a 5 acre parcel as a recreational park to reduce flood risk from the Dog River to the Water Street neighborhood. The town has four options available for the project, and the budget will not be clear until they finalize an option. The town hosted the VDAT team and this project grows out of that process. Much interest for this project is generated from various groups in the town.

Town of Northfield - Fairgrounds Bridge

Carl Bohlen presented an overview of the Northfield application requesting \$53,742 in CDBG-DR2 funds and issues he raised in his analysis. The Fairgrounds Bridge over the Dog River serves as an only access road to a mobile home park and was heavily damaged during Tropical Storm Irene. The Town is responsible for 5% of the costs that went into the project (local share), which was 90% funded by FEMA. The project was completed in July 2015.

Town of Stockbridge – Taggart Hill Road South Relocation

Nathan Cleveland presented an overview of the Stockbridge application requesting \$326,900 in CDBG-DR2 funds and issues that were raised in the analysis. The Town would complete the design and relocation of approximately 900 linear feet of Taggart Hill Road and associated utilities. The project, designed with support from VT Dept. of Conservation and the Agency of Transportation will make essential drainage improvements and armor the bank of Taggart Hill

Rd, making it less constrained and more flood resilient. The road, among other Stockbridge roads, was washed out during Tropical Storm Irene. FEMA reconstructed the Road, according to its programmatic constraints, to its pre-disaster condition, leaving the residents vulnerable to future high water events.

Town of Waitsfield – Joslin Memorial Library

Carl Bohlen presented an overview of the Waitsfield application requesting \$54,000 in CDBG-DR1 funds to sub-grant to the library, and issues raised in the analysis. The study will determine how to improve flood resiliency of the library, which houses the municipal offices, soon to move into its own building. The building flooded during Tropical Storm Irene.

The town wants to see if the vacated space can become part of the now over-crowded library, but be protected from future flooding and be fully accessible. The town will provide administrative services.

CDBG Recommendations

VCDP staff presented their perspective on funding for the four applications. Discussion ensued. Questions arose regarding the Northfield Bridge project. Concerns with compliance with HUD's procurement requirements; project could be LMI eligible, but town didn't go through that process; was there enough hardship on this community to warrant using funds to cover municipality's five percent FEMA requirement?

The Stockbridge application: the work is outside of the town's right of way; the road will be able to withstand 100 year flood; this is the most flood prone section of the road and enables access to homes in a storm; Award condition will ensure that State of Vermont hydraulic standards will be met.

What is Waitsfield's capacity to handle another grant? First, a study to determine if flood proofing and accessibility are possible. Separate schematic drawings and development documents. Divide funding into two parts? A phased approach possible.

Cynthia asked the Board if there was a motion on the floor.

Amelia Silver made the motion to fully fund the Stockbridge, Waitsfield, and Northfield Dog River Park projects, but leave the Northfield Fairgrounds Bridge reimbursement unfunded.

Angus seconded the motion. The board voted – all voted yes. The motion carried 8-0-0.

Ken Niemczyk made the motion to approve the June 11, 2015 CD Board meeting minutes.

Amelia pointed out a small correction on page 3.

Bruce MacLean seconded the motion to approve the June meeting minutes with the correction made.

The motion carried 7-0 with one abstention.

Upcoming Applications

Josh reported on applications staff expects to be in the pipeline for the November 5th, 2015 Board meeting. Expected applications: Town of Hartford, Bridge and Main Street Housing; Town of Barre, Montessori School (potential LMI eligible if documented); Town of Waltham; Town of Hancock; and the Town of Brattleboro.

Overview of Online Grants Management System

Cindy Blondin presented a powerpoint depicting the new look and feel of the online grants system along with tips on navigating the site for reviewing upcoming applications. She suggested that system emails could notify board members when an application reached the Team Review Required status or Staff Analysis Response Required. The Board preferred waiting until the Staff Analysis Response Required status.

Ken stated that he would like to see visual depictions added to the analyses. Staff reported that not all applications could be represented in this way and these could perhaps look unjustifiably weaker when compared with those that had them.

Regarding packets, paper vs electronic, it was decided that electronic packets would be sent to the Board by email; paper packets would be mailed upon request.

Adjourn

Cynthia adjourned the meeting at 11:30.