

CDBG STEERING COMMITTEE MEETING

MINUTES

Tuesday, June 9, 2020 at 9:30 am

TeleConference/Web-Meeting, GoToMeeting

Meeting ID: 771 573 797

Committee Members present: Jeffrey Legros, Scott J Graves, Roland Jean, Lauren Saunders, Sandy Mullins and Trevor Beauregard

Committee Members absent: Tracy Hutchinson

Others Present: Katie Medina, DCDP

J. Legros opened the meeting at 9:30 a.m.
J. Legros pointed out he would be recording the meeting.

1. Acceptance of Minute

Motion to accept minutes of April 28th, 2020

L. Saunders/R. Jean

All in favor

2. Old Business:

None

3. New Business:

3.1 BG18 Update

J. Legros explained BG18 Downtown Improvement Project is ongoing. Work is underway on Main St sidewalks and cross walks as well as Victorian lighting. The project is about 90 percent complete. The final piece of the project will be Main St sidewalk between Sullivan alley up to Priscilla's. Once the water main service connections are made, sidewalks will be put in. We are cutting it close due to the water main project with the end date of June 30 so we are preparing an extension. MVOC and NewVue Social Service projects had been put on hold due to not being able to meet in person. There was no activity from March thru May. They will also require an extension in order to complete their projects.

3.2 BG19 Update

J. Legros updated the committee that special conditions have been cleared except for Parker Street. 20 Rock Street Demo should be bid out in mid-June. Contracts for Boys and Girls Club has been issued. Notice to Proceed has been issued to Tighe&Bond for Phase 2 of Downtown Improvement Project.

3.3 CDBG Covid-19 NOFA Application

J. Legros explained Gardner is looking to offer Microenterprise businesses with 5 or fewer employees financial help due to Covid-19. The Microenterprise business owner would have to be LMI eligible or serve a LMI community. The max amount we can request is \$400,000. That would help a minimum of 80 applicants and distribute a max of \$5,000 per business. This will help them with rent, mortgage or utilities.

S. Graves asked J. Legros if he knew what the application will look like or are we at the stage of just applying for the money.

J. Legros said we are at the stages of just applying for the money to help microenterprise businesses. He added the owner would have to be LMI or LMI area wide. Businesses that serve LMI area wide will need to meet national objective. An application would be established once awarded,

Motion to approve the submittal of the COVID-19 application for \$400,000.

T. Beauregard/L. Saunders

All in favor

3.4 Financial Summary

J. Legros explained the status of BG18 and BG19 financials:

Demolition-122 Main Street Demo has been fully demoed. The demo of 20 Rock Street should be bid out mid-June and bids will be due in July.

Downtown Phase I- The project is winding down. We are currently waiting on one invoice for June.

Social Services-MVOC has 8 nature guided hikes planned with North County Land Trust to connect with veterans.

NewVue has shifted focus on covid-19 relief for microenterprises businesses but are still helping businesses with general help as well.

BG19:

Demolition: T. Beauregard asked about the Demo of 14 Leamy Street. J. Legros said we are planning to do a hazmat assessment on it. The building has been deemed structurally unsound and unsafe.

Downtown Phase 2-Notice to Proceed has been issued to begin assessment.

Social Services- Boys and Girls Club's contract has been issued and their program should be starting within the next couple of weeks.

We are working on the other social services contracts.

4. Announcements and Recognitions

J. Legros announced the business assistance survey is available on the City of Gardner's website. He encouraged microenterprises to take it so we have a better idea of how many we can help.

5. Adjournment

Motion to adjourn

T. Beauregard/S. Mullins

All in favor.

Meeting adjourned at 10:03 a.m.

DOCUMENTS

Minutes from meeting of April 28, 2020

Meeting notes taken by K. Medina

All documents are filed in the Office of Community Development and Planning, 115 Pleasant Street, Room 202, Gardner, MA 01440.