

CDBG STEERING COMMITTEE MEETING

MINUTES

Tuesday, August 18 2020 at 9:30 am

TeleConference/Web-Meeting, Zoom Meeting

Meeting ID: 972 7126 2966

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

Committee Members absent: Tracy Hutchinson and Trevor Beauregard

Others Present: Katie Medina, DCDP

J. Legros opened the meeting at 9:30 a.m.

1. Acceptance of Minute

Motion to accept minutes of June 9th, 2020

L. Saunders/S. Mullins

All in favor

2. Old Business:

None

3. New Business:

3.1 Program Income Request-Demolition

J. Legros explained there is currently about \$33,000 in Program Income. Originally, there was a vote for that money to go to help Small Micro Enterprise Businesses with Assistance that were affected due to Covid. We recently were approved for \$400,000 therefore we do not need the \$33,000 in that program. We are now asking for \$17,000 to go to Demolition and the remainder of \$16,000 we are requesting to go into the design of outdoor spaces for a Shared Streets grant submitted to MassDOT. It would be for Design Public Infrastructure. R. Jean asked where the outdoor spaces would be located. J. Legros said it would go where the Maki Block is as well as W. Lyde Street and George Sweeney Park. L. Saunders asked who would be responsible for sanitizing the tables. J. Legros explained this is only for the Design portion right now. He added it's a direct extension of Downtown Improvements. S. Graves questioned if there would be a City contribution and would this prompt a zoning change. He also expressed that he feels the money could be better spent helping businesses that didn't qualify for the Small Business Assistance grant. J. Legros said rules came from DHCD in regards to who qualifies for the grant and ZBA will have to answer about the zoning changes. S. Mullins opposed and would like the money spent on helping people who are in need due to Covid. After much discussion, it was decided that a vote would be tabled to the next meeting once we have more information on the Shared Streets Grant as well as if it's been approved.

Motion was made to approve \$17,000 of Program Income for Demolition and the other \$16,000 for Design would be discussed next meeting.

L. Saunders/S. Mullins

All in favor

3.2 CDBG-CV Grant Award/Microenterprise Assistance Program

J. Legros updated the committee as previously stated that we were awarded the max amount of \$400,000 for Small Business Assistance for Microenterprises. S. Graves inquired where the application can be found. J. Legros said he is in the process of finalizing the application materials but they will be available on the City's website once complete.

3.3 Financial Summary

J. Legros explained the status of BG18 and BG19.

BG18:

Demolition- Bids were received for the demo of 20 Rock Street at the end of July. We are finalizing references for the low bidder and hoping to have a contract complete in September.

Downtown Phase I- The project is just about complete. Phase 2 will take place in the next grant and will construct new sidewalks and meters.

Social Services-

MVOC is finishing up a series of guided nature hikes with North County Land Trust to provide veterans with connection to nature for wellness benefits. They are also planning to implement a series of healthy cooking and eating classes this Fall.

NewVue is still offering technical assistance to LMI micro-enterprise businesses. Potential LMI-eligible clients has been a limiting factor.

BG19:

Demolition: 20 Rock Street will be demo'ed with existing funds; work is anticipated to begin this Fall.

Downtown Phase 2-Design has begun – Tighe & Bond will prepare a design plan for the Connors and Parker Street area identified as Phase 2 under their existing on-call contract with the City.

MVOC- We are currently finalizing a contract for a Housing Rehab Specialist to create specs for this project.

42-50 & 52 Parker Street Façade project- DHCD had additional questions so we are working on them to get it cleared.

Social Services- Boys and Girls Club's contract is complete and executed. Summer program is underway and services will continue this fall with after-school programs.

NewVue is still working on BG18 funds so a BG19 has not been issued.

CAC contract for fuel assistance is almost complete.

Gardner Athletics we have not issued a contract to the unknowns of a fall sport season due to Covid-19. Once a decision on school athletics we will determine the appropriate path to expenditure of those funds.

4. Announcements and Recognitions

None

5. Adjournment

Motion to adjourn

R. Jean/L. Saunders

All in favor.

Meeting adjourned at 11:15 a.m.

DOCUMENTS

Minutes from meeting of June 9, 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.