

CDBG STEERING COMMITTEE MEETING

MINUTES

Tuesday, August 28, 2018 at 8:15 am

Meeting Room – City Hall Annex

Gardner, Massachusetts

Committee Members present: Joshua Cormier-Chairperson, Scott J Graves, Roland Jean, Trevor Beauregard, and Jennifer Susen-Roy

Committee Members absent: Tracy Hutchinson and Sandy Mullins

Others Present: Katie Medina, DCDP

J. Cormier opened the meeting at 8:15 a.m.

J. Cormier pointed out the Open Meeting Announcements posted at the two entrances in the meeting room.

1. Acceptance of Minutes

Motion to accept minutes of June 19, 2018

J. Susen-Roy/R. Jean

All in favor

2. Old Business:

2.1 Waterford Street School Feasibility Study

Tighe & Bond have completed the Waterford Street School Feasibility Study. The purpose of the report was to see possible future use of the building. J. Cormier said he will send a copy of the study to the members.

2.2 Sign Application-Parker Smoke Shop

Parker Smoke Shop completed the electrical work and the reimbursement has been issued.

3. New Business:

3.1 CDBG FY18

CDBG FY18 has been approved for \$825,000. J. Cormier stated 2 years ago we were approved for \$50,000 less than we requested due to unspent funds from Housing Rehab and HOPE in BG14. We will need to get environmental clearance before we can begin spending. The major project will be the Downtown Infrastructure project but there are other projects funded. There is a possibility of a demolition project and J. Cormier referenced 20 Rock Street as being a desired project but offered smaller buildings as more likely candidates. S. Graves questioned why 20 Rock Street wasn't specifically funded in this grant. J. Cormier explained the estimated cost to demo was higher than expected. We will look into putting it into BG19 but added the building is secure.

3.2 CDBG FY19

J. Cormier let the committee know we are starting to plan and prioritize projects for BG19. There is a public hearing on October 3 at 2pm to hear from the public about any projects they would recommend. There is also a meeting October 3 at 3pm to hear from Social Services on any projects for submission. The FY19 Grant will be due in February or early March.

3.3 Financial Summary

J. Cormier provided the committee with activities related to BG16.

- Demolition: All demo projects are nearly complete. We were able to demo 53 Greenwood Street, 216-218 Mill Street and part of Maki with those funds.
- NewVue Central Street: No update since there has been no clean up done yet.
- Gardner Travel: Contracts should be complete by the end of this week and will issue NTP immediately.
- Social Services: All public social services projects are complete

J. Cormier provided the committee with activities related to BG17.

- Demolition: No update
- Park/Parking Lot: This project is out to bid and a site walk is planned next week. Bids are due September 19th.
- Design-Rear Main: The design aspect of the project is underway. A \$3.4 million Massworks grant was submitted for the eventual construction of the Rear Main Street project.
- PSS contracts are complete and services have begun.

4. Announcements and Recognitions:

Adjournment

Motion to adjourn

R. Jean/J. Susen-Roy

All in favor.

Meeting adjourned at 8:35 a.m.

DOCUMENTS

Minutes from meetings of June 19, 2018

Sign In Sheet for August 28, 2018.

Meeting notes taken by K. Medina/J. Cormier

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