

CDBG Advisory Committee
PUBLIC HEARING AND PUBLIC MEETING
Thursday, January 10, 2013
Large Activity Room, Bangs Community Center
6:30 p.m.

PUBLIC HEARING—6:30 P.M.

To hear proposals for non-social service activities for FY13 CDBG; hear any changes to social service proposals for FY13 CDBG

Present: CDBG Advisory Committee Members - Nancy Gregg, Ted Harvey, Mary Jane Laus, Jana McClure, Greg Schwartz, Claude Tellier; Town Representatives - John Musante (Town Manager), Nate Malloy (Liaison), Alisa Brewer (Select Board); Ron Bohonowicz (Director of Facilities, Town of Amherst); Non-Social Agency Representatives – JoAnn Campbell (VCDC), Denise LeDuc (Amherst Housing Authority)

Meeting began at 6:30. The CDBG Advisory Committee and Town has given the social service agencies and non-social service agencies the option of modifying their original budgets (included in the Sept. 27 proposals) because the Town is no longer a full Mini-Entitlement community and it is not yet known which grant application—Mini-Entitlement or Competitive, the Town will apply for in FY2013. Many agencies submitted a contingent budget. Representatives from both Non-Social Service Agencies and Social Service Agencies were invited to discuss their proposals and address questions asked by the committee and town staff.

Non-Social Service Agencies (Capital funding 60%, \$270-480,000)

- The Valley CDC program supports first time homebuyer program targeting low and moderate income individuals. They continue to request \$56,122.00 should funding be available. Screening is the responsibility of banks as investors. Specific costs are defined and the monies go to the Town.
- The Town of Amherst continues to request \$65,000 to cover flooring of the North Amherst School. Four classrooms are involved currently with the need to replace or rehab carpeting (1 room), wood flooring (2 rooms) and vinyl tiles (1 room); basically replacing with the same material to minimize costs. Other updates (roof) to the building will need to be addressed in the future.
- There is a strong need to construct sidewalks on Southeast Street, targeting the East Village Center. John Musante reported receiving positive feedback from the public in the area being served. The financial request for this project has not been modified and continues to be \$105,000.
- The Amherst Housing Authority proposal addresses the rehabilitation of kitchens in the Ann Whalen Apartments and updated wiring in the kitchens and baths (installation of GFI outlets), first built in 1975. In total, 55 units would be modernized with CDBG funding with additional funding from another source to complete the remaining units. The carpentry and resurfacing the kitchen cabinets would be done by maintenance workers rather than contracting out separately, while all electrical work would be contracted. Funds requested \$250,000.

- The Town has proposed barrier removal at the East Street School to make the building code compliant (accessible to today's standards) so that it can be used by social service agencies. Several changes need to be made including the building of a ramp for access from the outside, updating the first floor bathroom to make them ADA accessible, and installing a lift to service the first and second floors. The current request of \$250,000 does not include an elevator.

Social Service Agencies (original budget) (contingent budget)

No representatives attend for these particular organizations but they did offer contingency budgets for consideration, which were included as part of the meeting packet.

- Town of Amherst – Flexible Emergency Funds (\$7,5000) (\$7,5000)
- Town of Amherst – Rental Assistance for Intermediate Living (RAIL) (\$18,500) (\$18,500)
- Big Brothers/Big Sisters – (\$25,000) (\$15,000)
- Center for New Americans – (\$29,000) (\$18,000)
- Family Outreach – (\$30,000) (\$18-28,000)
- The Literacy Project – (\$30,150) (\$19,597)
- Amherst Community Connections – (\$40,000) (\$22,000)
- Amherst Survival Center – (\$40,000) (\$40,000)
- Craig's Doors (shelter) – (\$90,5000) (\$45,250) (3 months only)

The Public hear closed at 7:26 PM

PUBLIC MEETING

1. New Business

i. Approve Minutes

Approval of minutes postponed till next meeting

ii. Review and prioritize proposals for Fiscal Year 2013 CDBG funds

Town is assured of \$450,000. Any new proposal to the state is due by Feb. 15.

We can put in a proposal for \$900,000 if there are at least two activities in one target area, or if applying with other towns in a regional application, and \$800,000 if there are not multiple activities in one target area. The committee reviewed the Community Development Strategies and priorities for this year, and determined that the Town could submit a competitive application because there are enough eligible activities, and that there could be the possibility of two activities (Southeast Street and East Street School) in the East Village Center. However, the committee agreed by consensus that barrier removal at the school was the lowest priority because the end users of the building were not yet defined, and because it was a very costly project. This decision helped the committee determine the minimum (\$450,000) and maximum (\$800,000) that the Town could apply for in FY2013.

To help the committee rank and prioritize proposals, the committee used a number of criteria: national objective, priority in Community Development Strategy, target area, experience, impact, community support, program strategy, efficiency, feasibility, budget, board representation and its alignment of Amherst's Master Plan. The committee reiterated that the social service priorities for this year are:

1. Homelessness and sheltering

2. Youth development
3. Adult education and job training
4. Basic Human Services
5. Emergency & preventive services: emergency rental assistance, emergency fuel assistance, emergency food and emergency shelter services that can include case management and coordination.

Using the criteria referenced above, the committee prioritized the list of Social Service agencies, noting that the Town cannot fund more than five activities in one grant program. The committee first ranked the activities without considering the budget allocations. After the list of proposals was prioritized, the committee discussed how to divide the funding. It was determined that the committee would keep the same activities and make two budget proposals, one with maximum possible award and one with the minimum award.

The same criteria were used to evaluate the Non-Social Service agencies, however, the committee did not break down the budgets for two award amounts. It was assumed that funding would be spent in order of activities until the maximum allocation was reached.

iii. **Develop recommendations for Town Manager for FY13 CDBG Application**

Below is a chart summarizing the committee’s recommendations to the Town Manager. The committee noted that their role is to provide recommendations and the Town Manager has the authority to modify ranking and budgets, and will present these recommendations to the Select Board. One difference this year is that the committee recommended only four social service activities if the Town received the \$450,000 award, mentioning that this is a transition year and although it would be great to level fund activities, it is not feasible. The committee also thought that operations of the emergency shelter was very important and helped a large number of individuals, and any extra money should be directed to this activity.

2013 CDBG PROPOSALS & CDBG ADVISORY COMMITTEE RECOMMENDATIONS

Non-Social Service Activities						
CDBG Ranking	Recommended Budget		ORIGINAL BUDGET	CONTINGENT BUDGET		
	Max	Min				
1	\$ 105,000.00	\$ 105,000.00		\$105,000.00	Town of Amherst	Southeast St-new sidewalk
2	\$ 250,000.00	\$ 250,000.00		\$250,000.00	Amherst Housing Authority	Modernize 55 units at Ann Whalen
3	\$ 56,122.00	\$ 56,122.00	\$56,122.00	\$56,122.00	Valley CDC	First Time Homebuyer Program
4	\$ 65,000.00	\$ 65,000.00	\$65,000.00	\$65,000.00	Town of Amherst	Flooring at North Amherst School
5	\$ 250,000.00	\$ 250,000.00	\$500,000.00	\$250,000.00 (no lift)	Town of Amherst	Barrier Removal-East Street School
	\$ 726,122.00	\$ 726,122.00	\$721,122.00	\$726,122.00	TOTAL NON-SOCIAL SERVICE	

Social Service Activities						
CDBG Ranking	Recommended Budget		ORIGINAL BUDGET	CONTINGENT BUDGET		
	Max	Min				
1	\$ 25,000.00	\$ 15,000.00	\$25,000.00	\$15,000.00	Big Brothers/Big Sisters of Hampshire County	Mentoring Program
2	\$ 90,000.00	\$ 49,500.00	\$90,500.00	\$45,250.00	Craig's Doors-A Home Association, Inc.	Emergency Homeless Shelter
3	\$ 7,500.00	\$ 7,500.00	\$7,500.00	\$7,500.00	Town of Amherst	Flexible Emergency Funds
4	\$ 30,000.00	\$ 18,000.00	\$30,000.00	\$18-28,000	Family Outreach of Amherst	Emergency Funds for Resource Caseworker
5	\$ 7,500.00	\$ -	\$40,000.00	\$40,000.00	Amherst Survival Center	Food Pantry
6			\$18,500.00	\$18,500.00	Town of Amherst	Rental Assistance for Intermediate Living (RAIL)
7			\$29,000.00	\$18,000.00	Center for New Americans	Education and Career Coaching for Immigrants
8			\$30,150.00	\$19,597.00	The Literacy Project	Passport to Success; GED to Jobs Program
9			\$40,000.00	\$22,000.00	Amherst Community Connections	Housing and Stabilization Project
	\$ 160,000.00	\$ 90,000.00	\$310,650.00	\$143,597.00	TOTAL SOCIAL SERVICE	

Adjournment 9:30 PM