

# TOWN OF HAMDEN

COMMUNITY DEVELOPMENT ADVISORY COMMISSION  
MEETING  
OCTOBER 9, 2013  
6:00 PM  
IN THE LONGE  
KEEFE COMMUNITY CENTER  
11 PINE STREET  
HAMDEN

**Commissioners in attendance:** Joyce Blandon, Chairwoman  
Michael Brooks  
Janet Lyons  
Roberta Hoskie

**Others in attendance:** Chris Marchand, Community Development Program Manager  
Peggy Craft, Commission Clerk

## CALL TO ORDER

Ms. Blandon called the meeting to order at 6:07 PM.

## ATTENDANCE

Attendance was taken as noted above.

## APPROVAL OF MINUTES OF THE AUGUST 2013 MEETING

**Commissioner Lyons motioned to approve the Minutes of the August 2013 Meeting. Commissioner Brooks seconded the motion. The motioned passed with three in favor and one abstention.**

## PROGRAM MANAGER'S REPORT

Mr. Marchand distributed the Program Manager's Report. He provided new Commission member Roberta Hoskie with an overview of the Commission's programs and responsibilities.

### Rehabilitation Program

There are currently four rehabilitation projects that are in active phases. They are:

400 Goodrich Street – Commercial Facade - \$10,650.00  
124 North Street - Emergency Furnace – Pending  
135 Woodin Street – Emergency Roof - \$3,939.00  
34 West Shepard Avenue – Emergency Roof - \$4,680.00

These rehabs total \$19,269.00.

Mr. Marchand explained the work that is being done on each projects.

There are three projects in the On-Hold, Cost Estimating or Specs/BID Stage. They are:

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227 Hillview Avenue – Bid Opening 1-/15/2013

810 Mill Rock Avenue - Bid Opening 1-/15/2013

Housing Authority – Rehabilitation – Moved to Spring 2014

Mr. Marchand said the first two projects are lead abatement. The Housing Authority Project is at Hamden Village. Mr. Marchand explained the work that is proposed to be done at this location. This project will be put on hold until the spring.

Mr. Brooks asked why the rehabilitation funds are used for the Housing Authority as opposed to using them for residential/commercial rehabilitation. Mr. Marchand explained that HUD encourages the use of CDBG funds for Public Housing projects. There was a lengthy discussion regarding the funding of this project.

There was a discussion regarding funding for emergency roof/furnace repair. Mr. Marchand explained that emergency repairs take precedence over traditional rehabilitations. He added that he has never had to turn down an emergency roof/furnace repair.

Ms. Hoskie asked about the budget. Mr. Marchand explained that this Commission works on the Public Service Agency Grants budget. He further explained how the HUD CDBG funding is determined for each Town.

There has been one completed project since September 30, 2013. This project was an emergency furnace. Mr. Marchand has not yet received the bill for this project.

**Down Payment Assistance**

There have been no closings since the last report. There have been two new applications that have been pre-approved. Mr. Marchand explained the Down Payment Assistance Program and procedure to Ms. Hoskie.

**Fair Rent/Fair Housing**

There has been one new complaint since the last meeting. Mr. Marchand noted that the tenant had signed a lease that had a provision for an increase for a month-to-month term. The landlord responded within two weeks. The tenant has dropped the complaint and chosen to move.

**Infrastructure/Commercial Rehabilitation Program**

The Commercial Facade Improvement Program and Sign Grant for 400 Goodrich Street in the amount of \$10,650.00 was started on September 16, 2013. It should be completed this week.

**Public Facility/Miscellaneous**

The bid opening for the Keefe Center Parking Lot Improvements for re-surfacing and new striping to add ten additional spaces was held on October 1<sup>st</sup>. The low bid was \$10,533.00. The work is scheduled to begin on October 12, 2013.

**OLD BUSINESS**

There was no Old Business to come before the Commission.

**NEW BUSINESS**

Ms. Blandon presented a letter from Yvonne E. Jones, CEO/Founder of D.E.S.T.I.N.E.D. To Succeed, Inc. Ms. Jones letter was in regard to an inquiry from Mr. Marchand about the Biz-E-Kids Programs that received a CDBG Public Service Agency Grant. Ms. Jones letter explains that she was unable to use the funds during the summer. Ms. Jones further proposed to use the funding for the 2013-14 academic school year. There was a lengthy discussion regarding reallocating the grant funds per Ms. Jones request.

It was decided that a letter would be sent to Ms. Jones discussing this request. Mr. Marchand will draft a letter to be approved by the Commission members.

**ADJOURNMENT**

There was no further business to come before the Commission, and Chairwoman Blandon called for a motion to adjourn. **Commissioner Hoskie motioned to adjourn. The motion was seconded by Commissioner Brooks and passed unanimously.** Chairwoman Blandon adjourned the meeting at 7:04 PM.

Submitted by:

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Peggy Craft, Clerk of the Commission