

**Town of Hamden**  
**Community Development Citizens Advisory Commission**  
**Minutes of a Regular Meeting**  
**Wednesday, February 9, 2022**  
**6:30 p.m.**  
**Via Zoom/Telephonically**

\*To view the recording, please click the following link and observe the instructions when/if prompted:

**Meeting Recording:**  
[https://us06web.zoom.us/rec/share/lnO0g5zfLs-UQd2RCy9IZsBpF\\_rr-7EwA8ZW7JJ9XWrnhGT5HW\\_7B\\_ufilhZPD7q.mIolTJeC33TyYzv4](https://us06web.zoom.us/rec/share/lnO0g5zfLs-UQd2RCy9IZsBpF_rr-7EwA8ZW7JJ9XWrnhGT5HW_7B_ufilhZPD7q.mIolTJeC33TyYzv4)

**Access Passcode: L8=iEVZ@**

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## **Minutes**

### **1. Attendance/ Roll Call**

- a. In Attendance: Brian Courtney, Commission Chair; Candance Birks, Joyce Blandon, Mike Johnson, Robin Lamott-Sparks, Robert Werner; and Tom Whitbread
- b. Absent: Michael Brooks
- c. Others in Attendance: M. Kroop- Program Specialist; Patrice LeMoine, Commission Clerk

### **2. Call to Order:** Chairman Courtney called the meeting to order at 6:35 pm.

### **3. Approval of Past Minutes from January Meeting**

- a. Ms. Birks noted for the record that she was present at the meeting. Mr. Werner made a motion to approve the January 12, 2022 minutes as amended, which was seconded by Mr. Whitbread. Vote: six were in favor and one abstention (RLS), and the vote passed.

### **4. Community Development Manager's Report**

- a. **PSA** (public service agency) – M. Kroop noted that there has been an increase in PSA applications, mainly due to the advertising went very well. She will compile and distribute the spreadsheet of the applicant's information and distribute before the interviews. She believes there will be approximately 30 or more applicants, and the average amount is \$2,000 awarded to the applicant. This program serves at least 51% of our residents who are of our low-to moderate income. We will hold the interviews next month on March 9 and 10, 2022. M. Kroop will look to provide the Commission as much time as possible to review the PSA applications.

The **COVID PSA** program has finished the cycle and she will have final results of the program to the Commissioners at a later date.

- b. **CERT** – We held a meeting on February 10 with the Fire department. We are completing the application for the department so they can receive a service truck. We met with the fire inspector regarding the fire door program and M. Kroop is looking to get this program up and running.

She added that she cannot get any new programs set-up and running due to the low staff. Currently, there is no update regarding the office structure and organization (and this is budget season).

- c. **Housing** – Three real estate closings successfully closed, and she explained the recent challenges, primarily due to the high sale prices.

**Two Fair Rent** cases were handled through mediation and avoided being referred to the fair rent commission.

**Rehab Program** – She provided scenarios regarding the HVAC systems and those applicant(s) that filed claims could not qualify due to the age of the system, i.e., furnaces. However, she was able to provide a remedy of the system with funds toward the repairs of the system.

**Traditional Rehab** – We went out to quote for services but did not receive bids. So M. Kroop amended the application and received the bids from an architect and building contractor.

**Roof Repair Program** – We were able to repair and complete the project to a home in the Millrock area.

Keefe Center – the winter warming center is held at Keefe this year. The center opens at 7:30 p.m. and closes at 7:00 a.m. M. Kroop is not able to supervise the program, but she was pleased to say that there are about 25 people coming in every night and she explained the rules for those using the warming center and provided a general summary of those using the center.

Technical issue – we are waiting for federal certification. This was paused last year and fortunately there was not gap in services, but there were delays in the funding.

## 5. **Old Business:**

We have not received a budget from the federal government, so M. Kroop has nothing to share with the commission. She will share the information once it arrives. In the past the funding had differ from \$30,000 to \$40,000, but we hope to receive more positive response by the April meeting.

**6. New Business:**

M. Kroop noted we will learn what revision and new roles the town's administration has created to the roles at the Keefe Center. Hopefully one or two positions will be filled soon. Since this is the budget season, we look to see these roles implemented in the forecast for FY 2023

7. **Adjournment:** At 6:50 pm, Mr. Johnson made a motion to adjourn, which was seconded by Ms. Lamott-Sparks. All were in favor.

**Submitted by:** Patrice LeMoine, Clerk for the Commission