

Town of Hamden
Community Development Citizens Advisory Commission
Minutes of a Regular Meeting
Wednesday, April 13, 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/-X-MKPaV-oG1zXQft4wz9BCtcWE_kyucgTrcDkSdYwPeHfko43-VILVrURDLolLr.Z7JY4nWPfUMqqmj3

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Minutes

1. Attendance/ Roll Call

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

2. Call to Order: Chairman Courtney called the meeting to order at 6:40 pm.

3. Approval of Past Minutes from February Meeting

- a. Mr. Courtney requested a motion to approve the minutes for the March 9, 2022 and March 10, 2022 meetings. Mr. Brooks motioned to approve the minutes as presented. The motion was seconded by Mr. Johnson. Vote: all were in favor and the vote passed.

4. Community Development Manager's Report

- a. M. Kroop provided an overview and update of Community Development business. Working with Administration and Personnel to hire additional staff for the office. A part-time temporary assistant has been hired through an agency to work in the office to answer calls and help where needed.
In March, HUD has sent a notice that they will be conducting an audit this year. The priority is to make sure the files are in order.
Government allocation has not been received to-date. The process will be to compute and assign a ratio to each applicant's approved funding and apply this percentage to the final funding received by the government. We can decide once the funding is received.

Other Projects – Due to changes in the structure of the department, M. Kroop will not be responsible for certain projects such as the gun buy-back and the warming center.

At 6:48 p.m. Mr. Whitbread withdrew from the meeting (due to technical issues).

5. **Public Service Applications** – the schedule of the applicants requested funding was reviewed. The worksheet lists each applicant’s requested grant amount, the prior year funding, and the amounts which each committee member recommended for distribution. The committee then collectively approved the amount for each applicant for the upcoming year.

M. Kroop will notify the Committee when the allocation is scheduled to arrive and the amount. Since Covid-19 pandemic, the dates have varied. The schedule will be attached to the minutes when distributed.

6. **Adjournment:** At 7:11 pm, Mr. Werner made a motion to adjourn, which was seconded by Mr. Johnson. All were in favor.

Submitted by: Suzanne LeMoine, Substitute Clerk for the Commission