

**Community Development Advisory Committee
(CDAC) Meeting Minutes
Monday, March 3, 2025 – 5:30 PM**
Lower-Level Conference Room 23 Union Street Norwich, CT
06360

Members Present: Angela Duhaime, Gemma Fabris, Valerie Gambrell and Mark Marcy

Members Absent: N/A

Others Present: Staff: Craig Kleman and Sandra Gaitan-Brown

1. The CDAC was called to order at 5:30 PM.
2. Approval of Minutes

Upon motion made by Mark Marcy, seconded by Gemma Fabris, the committee voted to approve the draft of the 11/20/24 meeting minutes; motion carried unanimously.

3. Subrecipients' presentations

Community Development – Radon: \$60,000. Presented by Wayne Sharkey.

Wayne Sharkey stated that radon has always been an eligible activity by HUD but now it is mandatory for every property that goes through rehab. These funds are to cover the cost of testing and remediation; the expectation is that about 30 percent of the properties will test positive. Mark Marcy asked how many properties were expected to go through the Rehab program. Wayne responded that about 15 or 20 but this can change with the Lead Program. Mark asked if there was flexibility within the requested amount. Wayne responded yes. Mark asked if the Committee would take 25 percent of it, can he operate with it? Wayne responded yes.

Community Development – Lead Program Matching Funds: \$81,000. Presented by Wayne Sharkey. Mark stated this is mandatory. Wayne stated that the Lead Grant requires a contribution of at least 10 percent of the Lead grant. Gemma Fabris added this is a benefit to CDBG.

Norwich Public Works – Taftville Sidewalk Revitalization: \$415,320. Presented by John Gorman and Brian Long. John stated that this request is to improve approximately 7,600 sq feet of sidewalks and ADA compliance ramps between 52 South B and 53 South A street in Taftville. These sidewalks are currently in complete disrepair with no ADA compliance which presents a hazard for the pedestrians. Gemma Fabris asked if NPW has done any outreach in the area to engage the community. Brian stated that it is very difficult to motivate the community for a very small area of improvement; everyone would like to be part of the project. Gemma stated that she would like to see more property owner participation. Brian stated that maybe if they see this investment, people will be encouraged to participate. Mark asked if they knew how many of these houses have absentee owners. Brian responded that he didn't think that should matter because people still walk in that area. Mark asked if \$415k was a hard number. Brian said no but the amount awarded will determine what work can be done. Craig asked if NPW will use their own people. Brian responded that all designs are done by John.

Norwich Planning and Neighborhood Services/DPW: \$90,000. By Dan Coley and Brian Long. Dan stated that the objective of this project is the demolition of dilapidated vacant residential structures. Some examples of potential properties are 177 Central Ave; the owner is deceased

and a property on Laurel Hill Ave. The CDAC was presented with pictures of these properties. Gemma asked how many properties are on the demolition list. Dan responded that he is aware of five properties and a couple of garages. Mark asked, when these properties have an owner, do you eventually get the money back. Dan responded yes.

Norwich Housing Authority - JFK Heights II Boiler Replacement Phase I: \$225,000. Presented by John Mainville, Joanne Drag and Eric Bastien. John thanked the CDAC for the support to the NHA. Joanne stated that this is a State Affordable housing complex with 40 units. This proposal is to replace 50 percent of the unit's current boilers with high efficiency combi boilers. The households at JFK are comprised of a mix of very low and extremely low income households. Eric Bastien, JFK Maintenance Manager, stated that these boilers are over 20 years old and as a result they are inefficient, and parts are very expensive and hard to find. There are times when they use parts from a boiler in an empty unit to fix a boiler in an occupied unit. Mark asked what would happen if they would not be fully financed. John responded they would have to replace boilers in fewer units but that may affect the cost. Mark noted that the NHA application was well presented and easy to understand.

Eastern Connecticut Housing Opportunities - Norwich Improvements: \$200,000. Presented by Anastasia Marvin and Andrew Woodstock. Anastasia stated the requested funding will address critical structural issues at three properties 22-24 Fairmount St. the rear stairs and deck are deteriorating, posing significant safety hazards for residents. 500 Boswell Ave. a French drain is needed to address ongoing water drainage issues caused by runoff from the neighboring rear property both the front and rear stairs/deck require replacement. 418-420 Norwich Ave. The existing stairs and decks have experienced significant wear and tear, creating potential hazards for residents and visitors. Mark asked why the Boswell property neighbor where the water is coming from is not addressing the issue. Andrew responded that the water is coming from the ledge behind Boswell Ave. Mark asked where the dollar amounts come from. Andrew responded that he has several years of experience and they do their own planning and estimates in-house. Mark asked were they to receive less money could the work still be done. Andrew responded yes, but one of the projects may have to be skipped. Craig stated that it takes about 120 days to go through the whole process.

Thames River Community Services – Enhancing Climate Control & Energy Efficiency: \$139,380. Presented by Michael Vaz. Michael stated that TRCS is seeking funding to upgrade the HVAC system by installing a new chiller and remote condenser to enhance energy efficiency and improve air quality. Maintenance Manager explained the function of the current equipment and provided pictures of it. A new quote was presented to the committee for \$83,739. Maintenance Manager also mentioned that he is trying to get another quote. Craig noted that if this projected receives funding it must go out to bid. Gemma asked how much time is left on the current system. The response was that many repairs have been done but it is hard to know.

4. Deliberations

The CDAC carefully reviewed and discussed each application individually. Gemma Fabris expressed appreciation for Thames River Community Services need of new heating System but in her opinion, they were not ready for the project, the rest of the Committee agreed with this statement.

The CDAC committee voted to allocate \$819,000 in Reprogramming funding (2018-2023) as follows:

CDBG Reprograming (2024-2025)		REVISED FUNDING
Available	\$ 700,000.00	\$ 819,000.00
	Request	CDAC Recommendation
Non-Public Services		
Norwich Housing Authority-JFK Heights II Boiler Replacement Phase I	\$ 225,000.00	\$ 225,000.00
Norwich Public Works -Taftville Sidewalk Revitalization	\$ 415,320.00	\$ 237,000.00
Norwich Planning & Neighborhood Services Demolition for Blight Remediation	\$ 90,000.00	\$ 90,000.00
Eastern Connecticut Housing Opportunities-Norwich Improvements	\$ 200,000.00	\$ 141,000.00
Norwich Community Development-Radon Testing and Remediation	\$ 60,000.00	\$ 45,000.00
Norwich Community Development-Lead Paint Control Matching Funds	\$ 81,000.00	\$ 81,000.00
Thames River Community Services-Climate Control & Energy Efficiency Syst.	\$ 139,380.00	\$ -
Total Public Services	\$ 1,210,700.00	\$ 819,000.00

5. Adjournment

Motion was made by Gemma and seconded by Mark Marcy to adjourn the meeting at 7:15 pm.
 Motion was carried unanimously.

Respectfully Submitted,

Sandra Gaitan-Brown
 Community Development Program Assistant