

**Community Development Advisory Committee
(CDAC) Meeting Minutes
Wednesday, March 05, 2024 – 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. Subrecipient Presentations

Community Development - Property Rehabilitation: \$250,000.00. Presented by Wayne Sharkey. Wayne stated that the main goal of this program is to provide to low and moderate income people with a zero percent interest loan to make repairs on their houses to ensure safe and suitable living. There are three categories: owner, investor and elderly. The owner must make payments every month and has twenty years to pay the money back. The investor must make payments every month and has seven years to pay the money back. Those that are in the category of the elderly, no payments are required, and the loan becomes due in thirty years. Gemma asked how many properties were done last year. Wayne responded about 25. About 435k went to Property Rehab, which includes the revolving loan. Mark asked if income is assessed for elderly. Wayne responded that it is necessary, as they still must qualify. The program goal is to ensure that the elderly who need heat or a roof on their property can afford it.

Norwich Housing Authority- JFK Heights Phase II Boiler Placement: \$225,000.00. Presented by John Mainville and Jeffrey Arn. John stated this is a proposal for phase II of the State Affordable housing complex JFK Heights. This proposal is to replace the other 50 percent of the unit's current boilers with high efficiency combi boilers. Gemma asked what would happen if the NHA will not receive all the funds. John responded that if the funding is partial they would try to work on as many units as they possible can.

Norwich Public Works - Main St Sidewalks: \$506,231.40. Presented by John Gorman. John stated that Norwich Avenue is a state road located in the southern section of the Taftville neighborhood near the border with Greenville. This project will connect the existing sidewalk between 172 Norwich Avenue and 352 Norwich Avenue in Taftville. The project aims to connect Taftville with Greenville and the rest of Norwich. The sidewalks would also increase access to the SEAT 4 Norwich-Occum/Taftville bus, which stops at the intersection of Maennerchor Avenue and Norwich Avenue. Gemma asked what the traffic is like in that area. John responded that the speed limit is 30 miles per hour, but people speed there and that is why sidewalks are needed for people to walk safely. Gemma noted that she would like to see engagement from the community. Craig asked if the estimated linear feet estimate is still \$225. John confirmed.

3. Deliberations

The CDAC voted to allocate funds to the Non-Public Services as follows:

CDBG Requests - PY51 (2025-2026)		
Actual PY 2024 Allocation	\$ 845,890.00	
Total Anticipated Funding for PY51 program year	\$ 845,890.00	
	PY51 Request	CDAC Recommendation
Non-Public Services		
NHA JFK Heghts Phase II Boiler Replacement	\$ 225,000.00	\$ 225,000.00
Norwich Public Works - Main St Sidewalks	\$ 506,231.40	\$ 225,000.00
CD Property Rehabilitation	\$ 250,000.00	\$ 178,890.00
Total Non-Public Services	\$ 981,231.40	\$ 628,890.00

4. Other Business

Meeting dates were set for the review of Public Services applications: March 24, 2025 and March 27, 2025.

5. Adjournment

Motion was made by Gemma Fabris and seconded by Mark Marcy to adjourn the meeting at 6:25pm. Motion carried unanimously.

Respectfully Submitted,

Sandra Gaitan-Brown,
Community Development Assistant