

**CITY OF NORWALK
PLANNING COMMITTEE OF THE COMMON COUNCIL
MARCH 4, 2010**

- ATTENDANCE: Douglas Hempstead, Chair; Andrew Conroy, Carvin Hilliard (6:15 pm),
Laurel Lindstrom, Clyde Mount, Kelly Straniti (7:05 pm), John Tobin
- STAFF: Norwalk Redevelopment Agency: Tim Sheehan, John Burritt,
Michael Moore, Susan Swietzer
- OTHERS: Common Council Members: Nora King (Public Information Session only).
Phillip Mayfield, OKM Associates

CALL TO ORDER

Mr. Hempstead called the meeting to order at 6:00 p.m. and announced that the first part of the meeting was a public hearing session for the purpose of presenting the CDBG Program Grants PY36 Applications.

PUBLIC PARTICIPATION

Mr. Moore, of the Redevelopment Agency reviewed the procedure for conducting the public hearing, and asked those who planned to speak to state their name, credentials or affiliation to the application, the amount requested, and how funds will be used, and the outcome of people served. He asked the presenters to limit comments only as relevant to the application as listed, comments were to be limited to three minutes in length, and when the time was close to the limit speakers would be given a thirty second warning to summarize their closing comments.

Prior to the application presentations, Mr. Moore said that Mr. Phillip Maywood wanted to give an overview of the CDBG program process. Mr. Maywood provided an overview and stated that the City has limited CDBG funds, and resources of approximately \$1.4 million which is expended in an economy that was valued in 2008 at \$7.7 billion. He added that in 2010 the City is faced with a continuing upheaval in the housing market combined with a dramatic decline in the economy which is especially severe for low income households. He added that here are strategies that may be used by the City to stabilize housing costs and create income stability, and support organizations are trying to assist low income residents with the impact of the economic depression on families. He stated that in addition, these programs enable people to find jobs, retain jobs and transition from one career to another, become appropriately trained for jobs, and bring stability to families.

Mr. Hilliard entered the meeting at 6:15 p.m.

The following represents the list of application presenters in order of appearance. Please note that many items were presented in conjunction by the same presenter and were presented in order of application ID numbers as provided in the packet. Mr. Moore requested to list the applications in order as presented and to include an addendum list in order of the application ID number, which can be found on the last page of the minutes.

The following comments are not verbatim and represent a summary of statements made.

Questions and comments made by members of the Commission are in bold type.

1. Stuart Greenbaum, Application ID No. 173, Representing Mid-Fairfield Child Guidance, Presented the PY36 Application entitled Adolescent Family Intensive Program in the amount of \$20,000.00, and stated the program objectives as outlined in the PY36 Summary. There were no questions asked or comments made by the Commission members.

No. 173 was presented in conjunction with No. 185 and No. 209

Stuart Greenbaum, Application ID No. 185, Representing Mid-Fairfield Child Guidance, Presented the PY36 Application entitled Choices for Success in the amount of \$10,000.00 and stated the program objectives as outlined in the PY36 Summary. There were no questions asked or comments made by the Commission members.

Stuart Greenbaum, Application ID No. 209, Representing Mid-Fairfield Child Guidance, Presented the PY36 Application entitled Child First Infancy Preparation Project in the amount of \$68,844.00, and stated the program objectives as outlined in the PY36 Summary. There were no questions asked or comments made by the Commission members

2. Delores Edwards, Application ID No. 189, Representing Sickle Cell Disease, Presented the PY36 Application entitled SCOPE-Sickle Cell Outreach for Education Program in the amount of \$10,000.00 and stated the program objectives as outlined in the PY36 Summary and stated that this program will provide education, screening, counseling and support services to person affected with sickle cell disease and the trait. Additional education will be provided through media and outreach efforts to work with schools, health centers to reach 300 students, testing 150. Funding will support program delivery costs. There were no questions asked or comments made by the Commission members, however Mr. Mount stated later that there was a discrepancy between the amount requested on the application (\$7,000.00) versus what Ms. Edwards stated she was requesting.

3. Carol Troy, Application ID No. 183 Representing Courage to Speak Presented the PY36 Application entitled Drug Prevention Education After-School Program in the amount of \$38,055.00 and stated the program objectives as outlined in the PY36 Summary, adding that they were in operation for fifteen years since Ginger Katz lost her son, Ian, to a drug overdose. She stated that the program is evidence based with parent involvement and a curriculum based program in the middle and elementary schools. There were no questions asked or comments made by the Commission members.

4. Rev. Albert Dancy, Application ID No. 169 Representing Serving AllVesselsEqually-SAVE, Presented the PY36 Application entitled Caregivers Choice Mentoring Children/Prisoners in the amount of \$29,685.00 and stated the program objectives as outlined in the PY36 Summary, added that this program is partnered through the Office of Juvenile Justice Prevention for youth in danger of entering gangs, the dollars are used to mentor youth, and 97% of the students are from single parent homes.. He introduced a student who has been in the program to speak from his experience in the program. The student recipient stated that this program helps kids that have had trouble in life and helps reel them in for help to stay off the streets. **Mr. Hempstead asked the student how he became involved in the program and for how long, and he responded that the program is referred through Briggs High School and the Juvenile Court, and he has been involved for two weeks.** There were no further questions asked or comments made by the Commission members.

No.169 was presented in conjunction with No. 170

Rev. Albert Dancy, Application ID No. 170 Representing Serving AllVesselsEqually-SAVE Presented the PY36 Application entitled Freedom of Choice Learn and Serve in the amount of \$112,220.00 and stated the program objectives as outlined in the PY36 Summary. There were no questions asked or comments made by the Commission members

5. Shelley Terry Application ID No. 177, Representing Stepping Stones, Presented the PY36 Application entitled Get Into Education in the amount of \$7,200.00 and stated the program objectives as outlined in the PY36 Summary. There were no questions asked or comments made by the Commission members.

6. Laura Woznitski, Application ID No. 199 representing Mutual Housing, Presented the PY36 Application entitled Improvements to 23 Leonard Street in the amount of \$200,000.00 and stated the program objectives as outlined in the PY36 Summary and stated that Mutual housing currently operates a 32 unit affordable housing projects at 434 Maplewood Avenue in Bridgeport. She added that the current property on Leonard Street is uninhabitable and the goal is to rehabilitate and expand to complete five units to serve five families or approximately 8-12 individuals. **Mr. Hempstead asked what the total budget was and she replied \$700,000 and the program is designed for low-moderate income families, and funds will be used to complete renovation of building exterior. clean, replace repair and repaint exterior brick façade.** There were no further questions or comments by the Committee members

7. Deana Washington, Application ID No. 194 representing Liberation Programs Presented the PY36 Application entitled Supporting Housing Initiative in the amount of \$75,000.00 . Ms. Washington and stated the program objectives as outlined in the PY36 Summary and stated that Liberation programs demonstrates as one of the country's largest behavior health providers that substance use disorders can be treated successfully. She added that program requests funding to remove and replace the roof.

Mr. Hempstead asked if there were estimates and quotes for the work, and Ms. Washington replied yes.

8. Robert Shulman, Application ID No. 192 representing Broad River Homes Presented the PY36 Application entitled Housing Rehabilitation in the amount of \$28,000 and stated the program objectives as outlined in the PY36 Summary. Mr. Hempstead stated that this was the first conversion of a City school into Senior Housing in 1993. There were no further questions asked or comments made by the Commission members

No. 192 was presented in conjunction with No. 201

Robert Shulman, Application, ID No. 201 Representing Broad River Homes Presented the PY36 Application entitled Roof Replacement in the amount of \$28,000.00 and stated the program objectives as outlined in the PY36 Summary. There were no questions asked or comments made by the Commission members.

Note: Later in the hearing, Mr. Moore clarified that Mr. Shulman had mentioned \$28,000 in the Application No. 192, and he clarified that there were in fact two applications, one for \$21,021 for No. 192 and \$28,000 for No. 201.

9. Dorothy Bradshall/Marian Cicolello Application ID No. 210, Representing Women's Business Development, Presented the PY36 Application entitled Micro-enterprise Assistance Project in the amount of \$68,844.00 and stated the program objectives as outlined in the PY36 Summary. She added that this is a nine week Fast-Track Business Development Program in conjunction with U.S. Small Business Administration and Fairfield County Business Administration through the State of Connecticut. She stated that funding from the state had been cut by 30-40% and this program helps people create jobs and financial stability, helps businesses stay open and provide supplemental income to those who have lost primary jobs for the families. **Mr. Tobin asked if this is designed to benefit women only, and she responded that 20% of the benefactors are male. Mr. Mount asked if there is on-going support, and Ms. Bradshall replied, yes.**

10. Mary Mann, Application ID No. 180 Representing NEON, Presented the PY36 Application entitled GED Prep - Career Counseling Project in the amount of \$15,000.00 and stated the program objectives as outlined in the PY36 Summary, adding that there was a great need for people to have their GED as people are lacking literacy skills. She stated that the program provides career counseling, job preparation, and job development. **Mr. Conroy asked how large is the age group and she replied they serve 18+ age group at approximately 45 members with a waiting list of 20.**

10. Larry Langhorn, Application ID No. 206, Representing NEON, Presented the PY36 Application entitled Ben Franklin Door Replacement in the amount of \$20,650.00 and stated the program objectives as outlined in the PY36 Summary, adding that this is a safety and security measure that is designed to keep the 200+ children in the daycare program safe.

He added that the project involves the removal and replacement of the two exterior double doors in the front entrance and four exterior side doors that have been there way beyond the reasonable expected life-cycle of building doors. There were no questions asked or comments made by the Commission members.

12. Rachele Kucera Mehra, Application ID No. 196 Representing Domestic Violence Crisis Center-DVCC Presented the PY36 Application entitled Emergency Shelter Renovation in the amount of \$100,000.00 and stated the program objectives as outlined in the PY36 Summary, listing that 30% of arrests and 21% of hospital emergency room visits were due to domestic violence. She added that this will be used to make certain the location is safe and livable, provide 24/7 care, and continue to function at the highest utilization rate that they have achieved in the state of CT. There were no questions asked or comments made by the Commission members

Note: ID No.196 was presented by Ms, Mehra in conjunction with No 176 and No. 174.

Rachele Kucera Mehra, Application ID No. 176, Representing Domestic Violence Crisis Center-DVCC Presented the PY36 Application entitled Housing Advocacy in the amount of \$50,000.00 and stated the program objectives as outlined in the PY36 Summary, adding that domestic violence is an epidemic that is on the rise, that personal violence incidents are up from 1,015 in 2006-07 to 2,047 in 2008-09. There were no questions asked or comments made by the Commission members

Rachele Kucera Mehra, Application ID No. 174 Representing Domestic Violence Crisis Center-DVCC Presented the PY36 Application entitled PeaceWorks in the amount of \$50,000.00 and stated the program objectives as outlined in the PY36 Summary, adding that it goes above and beyond normal program outreach, using City Hall one night a week. **Mr. Hempstead asked how many kids the program reaches, and she replied approximately 50 kids referred from the 8-9 local non-profit organizations. She added that their target is reaching 1,200 annually.**

13. Stephen Hill Application ID No. 202, Representing Norwalk Transit Presented the PY36 Application entitled Pulse Point Renovation in the amount of \$42,716.00 and stated the program objectives as outlined in the PY36 Summary, adding it was culmination of several grants that began in 2003 totaling \$4.2 million with an 80-20 match leverage of \$800,000. Mr. Hill added that the importance of this grant is that is in integral part of the Avalon project and future City Developments. He added that this was a very long process and this is the last end piece and is required in order to maintain monies from the state complying with the 80-20 federal ear-marks, and without this grant there is potential of losing the state and federal elements. **Mr. Hempstead asked when the project goes into effect, and Mr. Hill replied that it starts next month.** There were no further questions asked or comments made by the Commission members

14. Carla Conway, Application ID No. 193 Representing Norwalk Housing Authority Presented the PY36 Application entitled Ludlowe Commons Exterior Door Replacement in the amount of \$14,410.00 and stated the program objectives as outlined in the PY36 Summary. There were no questions asked or comments made by the Commission members.

14. Carla Conway, Application ID No. 168, Representing Norwalk Housing Authority Presented the PY36 Application entitled Youth Career Enrichment in the amount of \$29,745.00 and stated the program objectives as outlined in the PY36 Summary, are to get children to believe in themselves, adding that this was a job skills training program for literacy coordinators for math and Spanish. **Mr. Hempstead asked if other sources of funding were available, and Ms. Conway replied that there is a match of 50%, but that federal and state funds were drying up. Mr. Hilliard commented that he admires the passion that Ms. Conway has for this project.** There were no further questions asked or comments made by the Commission members.

Note: Application No. 168 was presented in conjunction with No. 197 and No. 198.

Carla Conway, Application ID No. 197, Representing Norwalk Housing Authority Presented the PY36 Application entitled Renovation of Irving Freese Senior Center in the amount of \$35,000.00 and stated the program objectives as outlined in the PY36 Summary, serving seniors aged 60+ of approximately 116 residents. **Ms. Lindstrom asked if these were just drop-ins rather than residents, and Mr. Conway replied yes. She added that the number of seniors served is anticipated to double, as for many this is their only full meal of the day. Mr. Hempstead asked if the budget was reflecting additional electricity costs, and Ms. Conway replied yes. There were no questions asked or comments made by the Commission members**

Carla Conway Application ID No. 198, Representing Norwalk Housing Authority Presented the PY36 Application entitled 16 School Street Renovations in the amount of \$55,000.00 and stated the program objectives as outlined in the PY36 Summary, adding that the fence has been there for fifteen years and is broken beyond repair, and a danger for the neighborhood. She stated that the fence will be replaced with wrought iron with matching funds from the state. **Ms. Straniti asked where the matching funds come from and Ms. Conway replied from rents, and Mr. Hempstead clarified that dollars are set aside from rent so it is an income deferral or a tax incentive. Ms. Conway added that the match of \$37,456 will be used for exterior painting and tree removal costs.** There were no further questions asked or comments made by the Commission members

15. Tammy Strauss, Application ID No. 182 Representing Housing Development fund Presented the PY36 Application entitled Affordable Housing Counseling Program in the amount of \$50,000.00 and stated the program objectives as outlined in the PY36 Summary, and stated that this is to avoid foreclosures, currently counseling 35 families at the goal of 60 families.

(Ms. Straniti entered the meeting at 7:05 p.m.)

Mr. Hempstead asked what the present funding was and Ms. Strauss stated that their budget is \$2.7 million which comes from banks, and the Fairfield County Community Foundation, where most of their fee income comes from loans to help them operate at a break-even. She added that they target low-middle income families with outreach events at Norwalk Community College and Norwalk Hospital. She anticipates the needs to double with the current economy. There were no further questions asked or comments made by the Commission members.

16. Novelette Petarkin, Application ID No. 175, Representing George Washington Carver Center, Presented the PY36 Application entitled Preparation for Higher Education in the amount of \$30,000.00 and stated the program objectives as outlined in the PY36 Summary, adding that this was in operation since 1970 providing tutoring and after school homework help. She added that Carver has received CDBG funding over the past five years for this activity, along with providing funds for students to visit historic black colleges for students in the college application process. There were no questions asked or comments made by the Commission members.

Note: Application No. 175 was presented in conjunction with Nos. 203, 204, and 205.

Novelette Petarkin, Application ID No. 203 Representing Carver Center Presented the PY36 Application entitled Roof Replacement in the amount of \$12,000.00 , and stated the program objectives as outlined in the PY36 Summary, adding that this was built in 1975 and needs to be repaired, located at 7 Academy Street. There were no questions asked or comments made by the Commission members.

Novelette Petarkin, Application ID No. 204, Representing Carver Center Presented the PY36 Application entitled Air Handler Installation in the amount of \$40,000.00 and stated the program objectives as outlined in the PY36 Summary, for the location at Academy Street, and that the expenses included the cost of condensers. There were no questions asked or comments made by the Commission members.

Novelette Petarkin, Application ID No. 205, Representing Carver Center Presented the PY36 Application entitled Electric Alarm Renovation in the amount of \$12,000.00 and stated the program objectives as outlined in the PY36 Summary. She said that there were in desperate need for an alarm system to provide building security. **Mr. Tobin asked what would be done if this system was not installed, and Ms. Petarkin replied that they do have a system, but it does not work and repairs cost more than replacement. Mr. Hempstead asked if there was a priority of applications, and Ms. Petarkin responded that they were all equally important and vital to the continual operation of the Center, but the order would be: A/C, Alarm, Roof Repairs.** There were no further questions asked or comments made by the Commission members.

17. Kathleen Hunter, Application ID No. 167, Representing Fairfield 08, Presented the PY36 Application entitled Norwalk Supportive Housing Initiative, in the amount of \$7,000.00 and stated the program objectives as outlined in the PY36 Summary, adding that there were 225 homeless identified in 2009 based on Norwalk Fairfield County statistics. She added that the goal of this grant was specifically to identify, develop and support services required to retain existing staff to provide outreach services necessary to secure rental subsidies for permanent housing, addressing the challenges of the recession with involvement by the community stakeholders. **Mr. Hilliard asked if veterans were included, and Ms. Hunter replied that, yes, it was the same basic program as 80 Fair Street, in concert with the Department of Social services and Interfaith Housing Associations.** There were no questions asked or comments made by the Commission members

18. Denise Cesareo, Application ID No. 207, Representing Elder House, Presented the PY36 Application entitled Bathroom Renovation in the amount of \$75,000.00 and stated the program objectives as outlined in the PY36 Summary, that the goal was to make the bathroom handicap accessible. She added that this is a drop-in/pick-up program providing nine hours of care, no one is turned away, and hands-on care is provided to the frail person requiring care and family support. She stated that there is an increase in elder abuse as the economy presents a struggle on families, and the number of seniors needing care is on the rise, especially those with Alzheimer's. There were no questions asked or comments made by the Commission members.

Note: Application No. 175 was presented in conjunction with Nos. 203, 204, and 205.

18. Denise Cesareo, Application ID No. 208, Representing Elder House, Presented the PY36 Application entitled Entrance Renovation in the amount of \$22,000.00 and stated the program objectives as outlined in the PY36 Summary, stating that the door is heavy and needs to be propped open for the seniors, which causes a loss of heat in the winter and A/C in the summer, and the grant will be used to widen the entrance for handicap access and replace the door. There were no questions asked or comments made by the Commission members.

20. Laura Epstein, Application ID No. 165, Representing Senior Services Coordinating Council (SSCC), Presented the PY36 Application entitled Saving Lives and Homes of Seniors in the amount of \$38,950.00 and stated the program objectives as outlined in the PY36 Summary, which represented something they have never seen before, which is seniors There were no questions asked or comments made by the Commission members

21. John Cagnina, Application ID No. 195, representing Rowayton Senior Housing, Presented the PY36 Application entitled Sprinkler System Installation in the amount of \$129,691.00 and stated the program objectives as outlined in the PY36 Summary, and provided an overview that the building was created as a result of a grant in 1982 from the State of CT, providing 24 independent living units.

He read a statement from Fire Chief McCarthy that stated the extreme fire and safety risk with the lack of sprinklers, combined with the layout of the building and the parking lot entrance limitations. **Mr. Conroy asked what the Fire Department has stated relative to emergency evacuation time, and Mr. Cagnina responded that the time to evacuate would take longer than the estimated time for emergency fire departments to arrive on the scene, considering the fact that the hill entrance does not have room for a pumper fire truck to fit. He summarized that the risk that resident would not survive a fire is extraordinarily high.** There were no further questions asked or comments made by the Commission members.

22. Lauren Rosato, Application ID No. 172 Representing Norwalk Education Foundation-NEF, Presented the PY36 Application entitled Education Excellence in Extended Learning in the amount of \$48,183.00 and stated the program objectives as outlined in the PY36 Summary. She provided an overview of the NEF and highlighted programs such as TechSmart Teachers (TST) that delivers professional development in technology for Norwalk teachers and staff, guided by the district's Technology Department. Teachers share knowledge and skills with their peers on how to integrate technology into classrooms. TST helps hundreds of teachers and thousands of students become citizens of the technology driven 21st Century. She added that other programs included documentary film-making, literacy learning, and after school programs such as "After the Bell" where classes are offered free of charge throughout the year. Ms. Rosato added that Technology Liaisons coordinate and participate in the advancement, fluid maintenance, and integration of technology in the district through their roles in each building. The liaison is the point person for communication between the technology department, teachers, and administrators. At least one liaison serves in each of the district's 19 schools, and Technology Liaisons saved over \$15,000 for the district by resolving 66% of the technology issues reported to them in their buildings (20 hours per school on average) from January – June 2009. She added that the Outcomes are that there are 23 Liaisons served in all 19 schools from December 2008 - June 2009 that have addressed 100 issues that flowed through Technology Liaisons from January - June 2009, 66% resolved by Tech Liaisons. She added that they are beginning the process of immersing students into SmartBoard learning and advancing these children into 21st Century technological learning." There were no questions asked or comments made by the Commission members

23. James Allrich, Application ID No. 178, Representing Christian Community Action Presented the PY36 Application entitled Security Deposit in the amount of \$2,000.00 and stated the program objectives as outlined in the PY36 Summary, adding that funds would provide security deposits to affect transition from homelessness to supportive/permanent housing. **Mr. Hempstead asked if there were matching funds, and Mr. Allrich replied that they had received \$10,000 from the Church on the Green.** There were no questions asked or comments made by the Commission members.

James Allrich Application ID No. 179, Representing Christian Community Action Presented the PY36 Application entitled Emergency Furniture Assistance in the amount of \$7,800.00 and stated the program objectives as outlined in the PY36 Summary, adding that funds would be utilized to coordinate transportation of furniture to LMI households, including paying for a driver, truck expenses, etc. **Mr. Hempstead asked if there were matching funds, and Mr. Allrich replied that they had not received matching funds for this program, but they do get donations of furniture.** There were no further questions asked or comments made by the Commission members.

No one was present for Application ID No. 166, Representing Family & Children's Agency to present the PY36 Application entitled Community Connections Drop-In Center in the amount of \$30,000.00

No one was present for Application ID No. 181, Representing City of Norwalk to present the PY36 Application entitled Summer Youth Employment Program in the amount of \$20,000.00.

No one was present for Application ID No. 184, Representing Family & Children's Agency to present the PY36 Application entitled After School Literacy Program in the amount of \$12,000.00.

No one was present for Application ID No. 186, Representing Senior Services-SSCC to present the PY36 Application entitled Senior Literacy in the amount of \$5,000.00.

No one was present for Application ID No. 187, Representing STAR to present the PY36 Application entitled Respite Services Program/Founders Cottage in the amount of \$14,289.00.

No one was present for Application ID No. 190, Representing Elder House to present the PY36 Application entitled Energy Efficiency Upgrades in the amount of \$41,175.00.

No one was present for Application ID No. 191, Representing Norwalk Emergency Shelter to present the PY36 Application entitled Security Lighting in the amount of \$11,864.00.

No one was present for Application ID No. 200, Representing Norwalk Emergency Shelter to present the PY36 Application entitled Installation of Emergency Generator in the amount of \$67,675.00.

No one was present for Application ID No. 211 Representing City of Norwalk to present the PY36 Application entitled Neighborhood Improvement Coordinator in the amount of \$21,223.00.

Mr. Hempstead closed the public hearing portion of the meeting at 8:45 p.m. and requested a five-minute recess.

The regular portion of the meeting was called to order at 8:50 p.m.

APPROVAL OF MINUTES

Mr. Sheehan asked for a point of clarification regarding the following schedule of meetings and public information sessions:

- Wednesday, March 31, 7:00 p.m. - Budget Cap Public Hearing
- Thursday, April 1, 6:00 p.m. - CDBG Action Plan PY36
- 7:00 p.m. - City's CDBG Consolidated 5 Year Plan
- 8:00 p.m. - Planning Committee Regular Meeting.

Mr. Hempstead asked if the Department heads would be requested to present their 2010-2011 budgets at the regular meeting, and in the interest of time it was agreed that they would be asked to be present to answer questions and not necessarily make the full budget presentation. Following a discussion of the time and agendas involved, it was agreed to keep the schedule as listed in the minutes.

**** MS. LINDSTROM MOTIONED TO APPROVE THE MINUTES FROM
THE FEBRUARY 4, 2010 MEETING, AS SUBMITTED
** THE MOTION PASSED UNANIMOUSLY.**

BUSINESS

Mr. Hempstead requested a suspension of the rules to add the following item to the agenda and to place it as the first order of business:

A. Ludlow Village – Emerson Street – Cooperation Agreement

Mr. Sheehan presented the agreement and cover letter from the Corporation Counsel's office that refers to a letter from Curtis Law of the Norwalk Housing Authority addressed to Mayor Moccia describing the need and purpose for the federal agreement. He asked Mr. Thomas Hickey, Director of Finance with the NHA to address the Committee to answer questions and Mr. Hickey stated that the Housing Authority is in the process of federalizing the project in order to obtain federal funding of its operation. He added one of the last steps is to replace the state agreement with a federal one and the City's obligations will remain the same with a replacement of a rental provision.

Mr. Sheehan asked what the differences of federal versus state and Mr. Hickey responded that the revenue is neutral and the key element is the distinction of a paragraph wording of the PILOT of 5% of the Shelter Rent actually collected. Mr. Hickey added that the agreement must be signed prior to March 17 in order for the NHA to secure federal funding, therefore an approval vote is requested tonight to forward to the Common Council at next week's meeting.

- ** MR. HEMPSTEAD MOTIONED TO APPROVE THE LUDLOW VILLAGE EMERSON STREET COOPERATION AGREEMENT AND TO FORWARD ONTO THE COMMON COUNCIL FOR APPROVAL AT THE MARCH 9, 2010 MEETING.**
- ** THE MOTION PASSED UNANIMOUSLY.**

B. Norwalk Enterprise Zone

Mr. Jack Burritt, Associate Director of the Norwalk Redevelopment Agency presented a summary of the presentation made to the Committee at the February meeting. He introduced Ms. Susan Sweitzer, with the Redevelopment Agency and she presented a map highlighting the Southern Section around Woodward Avenue. She reviewed of the economic impact of expanding the City's Enterprise Zone to include the 95/7 Development and the South Norwalk industrial area, compared to the Mr. Burritt's analysis of last month. She presented an analysis of the assumptions of tax revenues She added that included was a letter from Mr. Hamilton that makes various assumptions from 2003-2009 of forty-seven assessment adjustments and stated that it translated to abatements over nine years of \$163,525 if applied to property improvements.

Mr. Burritt presented an analysis of Building Permit Fees from Construction of District 95/7 and stated that assumptions were based on estimated construction costs and permit fees of \$15/1,000 of construction value. He outlined the building phases for retail and office use from the District 95/7 Project for the seven building phases of retail and residential use at a cost per square feet, representing a total of \$232,800,000 for a total permit fees of \$3,543,216.

He referred to his chart in the packet that was presented at last month's meeting, of the approved development program at build-out and summarized that the projected taxes at full build out based on the assumptions listed is a total of \$4,325,850 for the total 1,144,000 square footage at the various tax rates for Office, Retail, Hotel and Residential use.

Ms. Straniti asked about the loss of conveyance tax revenue and if that was factored, and Mr. Sheehan replied no, that only state's portion if tax exempt, but he would check further and have a full reply at next's meeting. He stated that the benefit is urban jobs, within the geographical boundaries of the enterprise zone, and it is the hope to employ more people in the neighborhoods, which will stimulate growth in depressed areas. He stated as a point of clarification that it is the absence of an Enterprise Zone that presents a disadvantaged competitive environment or an equal playing field when attracting new business into the Norwalk area.

Mr. Hempstead asked to clarify that after the ten years, it was a full boat, and Mr. Burritt responded that this is based on five years, and at 80% after that when the PILOT program provides for the city to be reimbursed based on state statutes. Mr. Hempstead asked if this could be sunset in the absence of development at the estimated predictions, and Mr. Burritt stated that the agency has worked with the City's Finance Department and he referred to the outline included in the packet from Mr. Hamilton.

Mr. Hempstead concluded that this was not an action item for tonight, but that the members take time to review the supporting documents in details and that this would be put on to the next meeting agenda as an action item for approval on April 1 to advance the item to the Common Council.

C. Approval of National Endowment for the Arts Grant Application.

1. Authorization for the Mayor to sign a Statement of Interest letter submittal to the National Endowment for the Arts (NEA) and execute all documents necessary to apply for NEA's Mayor Institute on City Design 25th Anniversary Initiative Grant.

Ms. Susan Sweitzer, with the Redevelopment Agency presented the grant application and stated that it was limited to cities in the state that had prior approval in other programs. She added that the Maritime Aquarium is lined up to be in partnership with the City with a one to one match of the \$200,000 grant, as part of their restructure and expansion plan.

**** MR. HEMPSTEAD MOTIONED TO APPROVE AND TO FORWARD ON TO THE COMMON COUNCIL FOR APPROVAL THE AUTHORIZATION FOR THE MAYOR TO SIGN A STATEMENT OF INTEREST LETTER SUBMITTAL TO THE NATIONAL ENDOWMENT FOR THE ARTS (NEA) AND EXECUTE ALL DOCUMENTS NECESSARY TO APPLY FOR NEA'S MAYOR INSTITUTE ON CITY DESIGN 25TH ANNIVERSARY INITIATIVE GRANT.**

**** THE MOTION PASSED UNANIMOUSLY.**

D. Community Development Block Grant Program.

1. Review progress to date on the City's CDBG Consolidated Plan.

Mr. Sheehan presented documents providing the background and overview of the plan, as follows:

TO: MEMBERS, PLANNING COMMITTEE OF THE NORWALK COMMON COUNCIL
FROM: TIMOTHY SHEEHAN, STAFF
DATE: FEBRUARY 24, 2010
**RE: COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM –
UPDATE REGARDING PRODUCTION OF THE CITY OF NORWALK'S NEW 5-YEAR
CONSOLIDATED PLAN FOR HOUSING AND COMMUNITY DEVELOPMENT**

INTRODUCTION

At the March 4, 2010 meeting of the Planning Committee, the Norwalk Redevelopment Agency (Agency) will provide the members of the committee with an update regarding the process to create the City of Norwalk's new 5-year Consolidated Plan for Housing and Community Development (ConPlan) and Program Year 36 (PY36) (July 1, 2010 – June 30, 2011) Annual Action Plan. The Agency is providing this information in order to prepare the committee members for the first public hearing associated with the creation of the ConPlan and PY36 Annual Action Plan.

BACKGROUND

The Agency, the administrator of Norwalk's annual allocation of Community Development Block Grant funding, must undertake the process to create a new 5-Year ConPlan; the current such plan will expire on June 30, 2010. The ConPlan plays two important roles. The ConPlan first identifies the needs of the City's low and moderate income residents while also identifying strategies for allocating the City's limited CDBG resources to meet these needs.

The Agency has retained OKM Associates (OKM), of Brookline, MA, to complete the ConPlan document. OKM is charged with reviewing available empirical information, facilitating public and stakeholder outreach, identifying the needs of the City's low and moderate income residents and crafting the ConPlan document.

To date, OKM has completed much of the requisite research while conducting over twenty (20) meetings or phone interviews with local stakeholders. OKM is nearing the completion of the document's Executive Summary which summarizes the statistical research and policy objectives of the ConPlan.

Note, the ConPlan will have direct bearing on how the City chooses to allocate its CDBG resources as summarized in the City's Annual Action Plans. The Agency has already facilitated the process to procure applications for use of the City's CDBG resources for the upcoming program year (PY36). Before finalizing the selection of grant awards for PY36, the Agency has facilitated the first of two public hearings associated with the creation of the ConPlan and PY36 Annual Action Plan. At the first hearing – scheduled for the March 4th Planning Committee meeting – OKM will make a presentation regarding its research findings and proposed objectives of the ConPlan. The public hearing will allow the opportunity to receive comment regarding these objectives. Such comment will help guide the creation of the ConPlan and how the City will expend funds in each of the next five program years.

Following the hearing the Agency will work with the CDBG Joint Committee to complete the process to identify recommendations for PY36 grant awards. OKM will then complete a draft of the ConPlan for public review. The ConPlan and Annual Action Plan must pass through a second public hearing and 30-day comment period before their transmittal to local approval bodies.

TO: MEMBERS, PLANNING COMMITTEE OF THE NORWALK COMMON COUNCIL
FROM: TIMOTHY SHEEHAN, STAFF
DATE: FEBRUARY 24, 2010
**RE: COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM –
REVIEW OF THE APPLICATIONS FOR PROGRAM YEAR 36 FUNDING**

INTRODUCTION

At the March 4, 2010 meeting of the Planning Committee, the Norwalk Redevelopment Agency (Agency) will provide the members of the committee with an update regarding the process to allocate Norwalk's allocation of Community Development Block Grant (CDBG) funds for Program Year 36 (July 1, 2010 – June 30, 2011) of the CDBG Program. The Agency will also provide the committee members with summaries for each applicant for CDBG funds. The Agency seeks no action regarding these items at this time. The Agency is providing this information in order to prepare the committee members for the first public hearing associated with the annual allocation process. At this hearing applicants will have the opportunity to advocate on behalf of their application submittals.

BACKGROUND

On January 15, 2010 the Agency circulated the Notice of Funding Availability (NOFA) for PY36 of the local CDBG Program. The purpose of the NOFA is to inform the community regarding the amount of community development resources available for the upcoming program year and to solicit applications for these funds. The Agency set a February 16, 2010 deadline for submission of these applications. At that time the Agency received in excess of forty (40) applications. The Agency is in the process of reviewing each of these applications.

Please note, the Agency has crafted written summaries for each application. The Agency has crafted these summaries to prepare the Planning Committee members for the first public hearing associated with the PY36 Annual Plan process.

ACTION REQUESTED:

The Agency is not requesting an action regarding this item. The Agency is providing this information in order to prepare the committee members for the first public hearing associated with the annual allocation process.

Mr. Hempstead stated that general comments in response to the grant applications, is that he would like to see a collaborative effort with capital projects made by the agencies. For example there were several applications for new doors that he would like to see a bid list for the capital projects and perhaps get the City purchasing department involved with procurement efforts. He added that he would like to see a breakdown from the agency on their funding and salary structures. He added that approval would be at the next public information hearing scheduled for April 1.

Mr. Conroy clarified that in the interest of time the applicants that have been approved should not just be present to express comments of thanks, and Mr. Hempstead stated that most likely it would presenters who were not here tonight or those requesting further consideration.

Mr. Hilliard asked if the applicants are qualified and verified, and Mr. Moore responded that they are monitored and audited.

Mr. Moore presented the Consolidated 5 Year Plan and stated that it is designed to encourage jurisdictions to shape the goals and strategies for expending the CDBG monies that the City is eligible to receive. He added that in 2010 the City is faced with a continuing upheaval in the housing market combined with a dramatic decline in the economy which is especially severe for low income households.

Mr. Conroy asked what the source of data was and that Norwalk is A-typical but less than similar cities with a high rate of high school graduation so the report may not necessarily apply to Norwalk. Mr. Mayfield responded that Northeastern University has been the primary source of research, and Mr. Hempstead asked is this study is done prior to the census and if we have to wait another five years to make revisions.

Mr. Hempstead concluded that this was not an action item for tonight, but that the members take time to review the supporting documents in details and that this would be put on to the next meeting agenda as an action item for approval on April 1 to advance the item to the Common Council. Mr. Mayfield responded that the plan can be revised every year,

but the one year plan is most important

TO: MEMBERS, PLANNING COMMITTEE OF THE NORWALK COMMON COUNCIL
FROM: TIMOTHY SHEEHAN, STAFF
DATE: FEBRUARY 24, 2010
**RE: COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM –
APPROVAL OF THE PROPOSED WORKFORCE HOUSING STRATEGY**

INTRODUCTION

The Norwalk Redevelopment Agency (Agency) has developed a recommended *Workforce Housing Strategy*, for the City of Norwalk. At the Planning Committee's January meeting the Agency presented this proposed plan in depth. The intent of this strategy is to guide the City's housing investment policy over the course of the next five years with regards to the utilization of federal, state and local housing resources. The basis of the proposed strategy is focused on providing access to ownership, preserving and improving existing units and improving energy efficiency for families that earn between forty and one hundred thousand dollars (\$40,000 - \$100,000). The measurable goal of the proposed strategy is to expand the available units to this targeted income demographic by 150 units. This effort is contained geographically to the City's defined redevelopment plan areas. In these areas the Agency contends that conditions are aligned for the expansion of workforce housing. The plan areas already have a high concentration of public and private sector institutions, public services and employment all of which the related housing units will both utilize and serve. In addition this area of the City has excellent access to public transportation resources. The proposed strategy seeks to accomplish its objectives through housing inventory preservation, home ownership assistance, targeted developer acquisition and rehabilitation assistance and energy efficiency improvement assistance. The costs associated with the proposed strategy are \$17,500,000 over its five year term. The most significant investors in the proposed plan are the State of Connecticut and the Agency which account for 85.7% of the cost burden.

BACKGROUND

The Agency has put forth the *Workforce Housing Strategy* to guide public policy decisions going forward for the next five years with regard to the investment of limited public resources to address the challenges confronting the accessibility of workforce housing in Norwalk to its middle income families. The Agency contends that as the national economic crisis continues into its third year the ability of this income demographic to obtain reasonable access to the City's ownership and rental housing markets is proving more and more difficult and related qualifying programs to support their housing needs are shrinking if not disappearing. In evaluating information accessed from the *2006 – 2008 American Community Survey* created by the US Census, over 13,000 Norwalk housing units – equating to approximately 40% of all housing units in Norwalk – are home to households that are cost burdened. Cost burdened housing units are households that expend in excess of 30% of their income on housing costs, the highest percentage of these units are occupied by residents in the targeted income demographic.

The Agency calculated the production targets of the proposed strategy after carefully considering the financial and administrative resources available to implement the strategic plan. With that the Agency views the strategy's financial goals to be cautiously optimistic but recognizes the success of the strategy depends on the allocation of financial resources from a variety of sources. The *Workforce Housing Strategy* calls for a significant investment in preserving the restrictions on sixty three units of currently affordable housing which will expire over the next five years. This action would extend the ongoing affordability of those units for the next 30 years and include related property improvements. It is the position of the Agency that renegotiating extensions of these restrictions in a down market will prevent skyrocketing market rate rents should a future

3. Approval of the Proposed Workforce Housing Strategy.

Mr. Moore presented the plan as listed above and referred to the complete outline as presented at the January and February meetings. He stated that the plan was crafted to address the housing burden in Norwalk and targeted to the households that are spending over 50% of their household income on housing. He referred to the points made at last month's meeting and stated that the full plan and presentation is included in the packet, highlighting the dollars targeted to housing.

**** MR. CONROY MOTIONED TO APPROVE AND TO FORWARD ON TO THE COMMON COUNCIL FOR APPROVAL THE PROPOSED WORKFORCE HOUSING STRATEGY**

**** THE MOTION PASSED WITH 5 VOTES IN FAVOR AND ONE OPPOSED (MR. TOBIN).**

D. Acquisition of the Globe Theater by the Redevelopment Agency

EXECUTIVE SESSION

Mr. Hempstead called for a motion to enter into Executive Session for the purpose of discussing an update of the acquisition of the Globe Theater by the Redevelopment Agency

**** MR. CONROY MOTIONED TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING AN UPDATE OF THE ACQUISITION OF THE GLOBE THEATER BY THE REDEVELOPMENT AGENCY**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting went into Executive Session at 10:15 p.m. and was reconvened into public session at 10:55 p.m.

There were no votes or actions taken.

OLD BUSINESS

There was no old business discussed.

ADJOURNMENT

**** MS. STRANITI MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 11:05 p.m.

Respectfully submitted: Marilyn Knox, Telesco Secretarial Services

Note: CDBG Grant Application Lists – in order as presented and by ID number order, attached

CDBG GRANT APPLICATIONS – in order as presented

No.	Representative Name	ID#	Organization	Application	Amount
1	Stuart Greenbaum	173	Mid-Fairfield Child Guidance	Adolescent Family Intensive Program	\$20,000.00
	Stuart Greenbaum	185	Mid-Fairfield Child Guidance	Choices for Success	\$10,000.00
	Stuart Greenbaum	209	Mid-Fairfield Child Guidance	Child First Infancy Preparation Project	\$68,844.00
2	Delores Edwards	189	Sickle Cell Disease	SCOPE-Sickle Cell Outreach for Education Program	\$7,000.00
3	Carol Troy	183	Courage to Speak	Drug Prevention Education After School Program	\$38,055.00
4	Rev. Albert Dancy	169	Serving AllVesselsEqually-SAVE	Caregivers Choice Mentoring Children/Prisoners	\$29,685.00
	Rev. Albert Dancy	170	Serving AllVesselsEqually-SAVE	Freedom of Choice Learn and Serve	\$112,220.00
5	Shelley Terry	177	Stepping Stones	Get Into Education	\$7,200.00
6	Laura Woznitski	199	Mutual Housing	Improvements to 23 Leonard Street	\$200,000.00
7	Deana Fearthingston	194	Liberation Programs	Supporting Housing Initiative	\$75,000.00
8	Robert Shulman	192	Broad River Homes	Housing Rehabilitation	\$21,201.00
	Robert Shulman	192	Broad River Homes	Roof Replacement	\$28,000.00
9	Dorothy Brachell/Cicoello	210	Women's Business Development	Micro-enterprise Assistance Project	\$68,844.00
10	Mary Mann	180	NEON	GED Prep - Career Counseling Project	\$15,000.00
	Larry Langhorn	206	NEON	Ben Franklin Door Replacement	\$20,650.00
12	Rachelle Kucera	196	Domestic Violence Crisis Center-DVCC	Emergency Shelter Renovation	\$100,000.00
	Rachelle Kucera		Domestic Violence Crisis Center-DVCC	Housing Advocacy	\$50,000.00
	Rachelle Kucera	176	Domestic Violence Crisis Center-DVCC	PeaceWorks	\$50,000.00
13	Stephen Hill	202	Norwalk Transit	Pulse Point Renovation	\$42,716.00
	Stephen Hill		Norwalk Transit	Ludlowe Commons Exterior Door Replacement	\$14,410.00
14	Carla Conway	193	Norwalk Housing Authority	Youth Career Enrichment	\$29,745.00
	Carla Conway	168	Norwalk Housing Authority	Renovation of Irving Freese Senior Center	\$35,000.00
	Carla Conway	197	Norwalk Housing Authority	16 School Street Renovations	\$55,000.00
	Carla Conway	198	Norwalk Housing Authority	Affordable Housing Counseling Program	\$50,000.00
15	Tammy Straus	182	Housing Development fund	Preparation for Higher Education	\$30,000.00
16	Novelette Petarkin	175	Carver Center	Roof Replacement	\$12,000.00
	Novelette Petarkin	203	Carver Center	Air Handler Installation	\$40,000.00
	Novelette Petarkin	204	Carver Center	Electric Alarm Renovation	\$12,000.00
	Novelette Petarkin	205	Carver Center	Supporting Housing Initiative	\$7,000.00
17	Kathleen Hunter	167	Fairfield 08	Bathroom Renovation	\$75,000.00
18	Denise Cesareo	207	Elder House	Entrance Renovation	\$22,000.00
	Denise Cesareo	208	Elder House	Senior Services Coordinating Council (SSCC)	\$38,950.00
20	Laura Epstein	165	Rowayton Senior Housing	Saving Lives and Homes of Seniors	\$129,691.00
21	John Cagnina	195	Rowayton Senior Housing	Sprinkler System Installation	\$129,691.00
22	Lauren Rosato	172	Norwalk Education Foundtation-NEF	Education Excellence in Extended Learning	\$48,183.00
23	James Allrich	178	Christian Community Action	Security Deposit	\$2,000.00
	James Allrich	179	Christian Community Action	Emergency Furniture Assistance	\$7,800.00

<u>Representative Name</u>	<u>ID#</u>	<u>Organization</u>	<u>Application</u>	<u>Amount</u>
Laura Epstein	165	Senior Services Coordinating Council (SSCC)	Saving Lives and Homes of Seniors	\$38,950.00
<i>No one was present</i>	166	Family & Children's Agency	Community Connections Drop In Center	\$30,000.00
Kathleen Hunter	167	Fairfield 08	Supporting Housing Initiative	\$7,000.00
Carla Conway	168	Norwalk Housing Authority	Youth Career Enrichment	\$29,745.00
Rev. Albert Dancy	169	Serving All Vessels Equally-SAVE	Caregivers Choice Mentoring Children/Prisoners	\$29,685.00
Rev. Albert Dancy	170	Serving All Vessels Equally-SAVE	Freedom of Choice Learn and Serve	\$112,220.00
Lauren Rosato	172	Norwalk Education Foundation-NEF	Education Excellence in Extended Learning	\$48,183.00
Stuart Greenbaum	173	Mid-Fairfield Child Guidance	Adolescent Family Intensive Program	\$20,000.00
Rachelle Kucera Mehra	174	Domestic Violence Crisis Center-DVCC	PeaceWorks	\$50,000.00
Novelette Petarkin	175	Carver Center	Preparation for Higher Education	\$30,000.00
Rachelle Kucera Mehra	176	Domestic Violence Crisis Center-DVCC	Housing Advocacy	\$50,000.00
Shelley Terry	177	Stepping Stones	Get Into Education	\$7,200.00
James Allrich	178	Christian Community Action	Security Deposit	\$2,000.00
James Allrich	179	Christian Community Action	Emergency Furniture Assistance	\$7,800.00
Mary Mann	180	NEON	GED Prep - Career Counseling Project	\$15,000.00
<i>No one was present</i>	181	City of Norwalk	Summer Youth Employment Program	\$20,000.00
Tammy Straus	182	Housing Development fund	Affordable Housing Counseling Program	\$50,000.00
Carol Troy	183	Courage to Speak	Drug Prevention Education After School Program	\$38,055.00
<i>No one was present</i>	184	Family & Children's Agency	After School Literacy Program-	\$12,000.00
Stuart Greenbaum	185	Mid-Fairfield Child Guidance	Choices for Success	\$10,000.00
<i>No one was present</i>	186	Senior Services-SSCC	Senior Literacy	\$5,000.00
<i>No one was present</i>	187	STAR	Respite Services Program/Founders Cottage	\$14,289.00
Delores Edwards	189	Sickle Cell Disease	SCOPE-Sickle Cell Outreach for Education Program	\$7,000.00
<i>No one was present</i>	190	Elder House	Energy Efficiency Upgrades	\$41,175.00
<i>No one was present</i>	191	Norwalk Emergency Shelter	Security Lighting	\$11,864.00
Robert Shulman	192	Broad River Homes	Housing Rehabilitation	\$21,201.00
Robert Shulman	192	Broad River Homes	Roof Replacement	\$28,000.00
Carla Conway	193	Norwalk Housing Authority	Ludlowe Commons Exterior Door Replacement	\$14,410.00
Deana Fearthingston	194	Liberation Programs	Supporting Housing Initiative	\$75,000.00
John Cagnina	195	Rowayton Senior Housing	Sprinkler System Installation	\$129,691.00
Rachelle Kucera Mehra	196	Domestic Violence Crisis Center-DVCC	Emergency Shelter Renovation	\$100,000.00
Carla Conway	197	Norwalk Housing Authority	Renovation of Irving Freese Senior Center	\$35,000.00
Carla Conway	198	Norwalk Housing Authority	16 School Street Renovations	\$55,000.00
Laura Woznitski	199	Mutual Housing	Improvements to 23 Leonard Street	\$200,000.00
<i>No one was present</i>	200	Norwalk Emergency Shelter	Installation of Emergency Generator	\$67,675.00
Stephen Hill	202	Norwalk Transit	Pulse Point Renovation	\$42,716.00
Novelette Petarkin	203	Carver Center	Roof Replacement	\$12,000.00
Novelette Petarkin	204	Carver Center	Air Handler Installation	\$40,000.00
Novelette Petarkin	205	Carver Center	Electric Alarm Renovation	\$12,000.00
Larry Langhorn	206	NEON	Ben Franklin Door Replacement	\$20,650.00

Denise Cesareo	207	Elder House	Bathroom Renovation	\$75,000.00
Denise Cesareo	208	Elder House	Entrance Renovation	\$22,000.00
Stuart Greenbaum	209	Mid-Fairfield Child Guidance	Child First Infancy Preparation Project	\$68,844.00
Dorothy Brachell	210	Women's Business Development	Micro-enterprise Assistance Project	\$68,844.00
Marian Cicolello				
<i>No one was present</i>	211	City of Norwalk	Neighborhood Improvement Coordinator	\$21,223.00
				\$30,000.00
				\$20,000.00
				\$12,000.00
				\$5,000.00
				\$14,289.00
				\$41,175.00
				\$11,864.00
				\$67,675.00
				\$21,223.00

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