

# City of Worcester, Massachusetts

Edward M. Augustus, Jr.  
City Manager



Michael E. Traynor  
Chief Development Officer  
Executive Office of Economic Development

Gregory J. Baker  
Director  
Neighborhood Development Division

**Community Development Advisory Committee**  
**City Hall, Room 401**  
**455 Main Street**  
**Worcester, MA**  
**Wednesday, February 10, 2016**  
**6:00 PM**

## **MEETING MINUTES**

CDAC present: Edward Moynihan (Chair), Mark Borenstein (Vice Chair), Martha Assefa, Ariel Lim, Tracey Pakstis, Dana Strong, Paula Stuart, Daniel Whalen, Matthew Yalouris, Nicola D'Andrea (newly appointed not officially sworn-in member, observing only)

CDAC absent: none

City Staff: Greg Baker, Steve Hill, Anthony Miloski

### **1) Call to Order**

The meeting was called to order by Chairman Ed Moynihan at 6:02 P.M.

### **2) Review and Approval of 1/27/16 CDAC Meeting Minutes**

There were no changes suggested to the 1/27/16 CDAC meeting minutes, and a motion was seconded and passed to vote for their approval. The CDAC voted 6-0 for their approval.

### **3) Discussion and Evaluation of Applications #15 thru #20: Public Service, Public Facility, and Interdepartmental Applications from CDAC Yr. 42 CDBG Application Binder Table of Contents**

CDAC discussed and reviewed the following Public Service applications:

- South Worcester Neighborhood Center – Emergency Food Pantry
- South Worcester Neighborhood Center – Youth Recreation
- YOU, Inc. – YouthConnect Summer Youth Program
- Worcester Community Action Council – Volunteer Income Tax Assistance
- Worcester Housing Authority – A Better Life
- 2 additional Public Service applications were not reviewed due to their having been submitted after the RFP application deadline

CDAC discussed and reviewed the following Public Facility applications:

- Bridge of Central MA – Mann St. Accessibility Improvements
- Centro Las Americas – Down Payment Assistance for Public Facility Acquisition [*Mark Borenstein recused himself from the discussion of this proposal and left Room 401*]
- Community Builders – Playground Resurfacing
- Edward Kennedy Community Health Center – Roof, HVAC, and Fire Panel Improvements
- Jeremiah’s Hospice – Heating System Upgrade
- SMOC – Building Elevator Replacement
- SMOC – Siding and Insulation Upgrade
- 2 additional Public Facility applications were not reviewed due to their having been submitted after the RFP application deadline

CDAC discussed and reviewed the following Interdepartmental applications:

- Business Assistance Division – Microloan and Façade Incentive Grant
- Neighborhood Development Division – Neighborhood Development Fund
- 1 additional Interdepartmental application was not reviewed due to it not being submitted until after the RFP application deadline

Discussions were raised as a result of the above review process, as follows.

Greg Baker circulated copy of a letter of appeal to CDAC from the Southeast Asian Coalition of Central Massachusetts for re-consideration of their eligibility for CDBG funding; the Southeast Asian Coalition was one of three non-profit CDBG applicants that did not submit their Yr. 42 application by the RFP deadline. It was reported that there had been no change on behalf of the City administration’s position relative to the status of RFPs that had been received after the application deadline, and that they were not advancing in the funding consideration process. CDAC members felt the decision was best left to the administration but that if there were any change in the determination by the City administration it was important that the same standard be applied to all late applicants.

There were questions from CDAC members with regard to how to properly apply the RFP scoring system to CDBG funded Public Facility applications when funds leveraged by such projects. General consensus was reached among members that leveraged funds could include funds matching overall costs for large-scale or multi-year public facility renovations and not just those matching a specific component or portion of the public facility project.

#### **4) Adjournment**

As there were no more items for discussion, the meeting adjourned at 7:48 PM.