

GROUP: Community Development Advisory Committee DATE: 11-26-2012 FACILITATOR: Amy Mosher

LOCATION: City Hall, Room 401 AGENDA: Updates on Yr. 38 & Yr. 39 Action Planning & Allocation Process

ATTENDANCE: CDAC – Amy Mosher, James Spillane, Edward Hardy, John Ford, Donna Colorio, Michael Testa, Michael Larkin; Absent - Paris Prince
 Staff – Christina Andreoli, Tony Miloski, Stephen Hill, Marc Horne

ISSUE	KEY DISCUSSION POINTS	FOLLOW-UP
1. Open meeting at 5:36 pm	<p>Introductions. Distribute agenda, and package of supplementary materials including: Copy of Yr. 39 RFP for CDBG Public Services, Affordable Housing, Economic Development and Public Facility Renovation, timeline, sample budget sheet and Public Service guidelines, application scoresheet</p>	
2. approve minutes of 11/26/12 CDAC meeting	<p>Motion and second to approve minutes. Voted 6-0 to accept as is.</p>	<p>Steve to post with Clerk</p>
3. Update of Year 38 programs	<p>Contracts are being approved and in process of becoming executed</p>	
4. Year 39 Proposal Review Process	<p>EOED staff will copy key parts of all applications for individual review by CDAC. Members requested a brief summary sheet for each application. Discussed scoresheet components, meant to supplement review process. CDAC can complete after Feb. 11th agency presentation. EOED staff will aim to provide RFP copies and summary sheets by Jan. 28.</p>	<p>Mark to organize copying. Steve to schedule meeting rooms.</p>
5. Adjourn meeting	<p>CDAC decided to hold the following dates open for RFP review and formulation of recommendations: Feb. 25, March 4, 11, 18 & 25 (all Mondays)</p>	
<p>Next Meeting: Monday, February 11, 2013 @ 5:30pm (Applicant presentations)</p>		