



Select Board CDBG Subcommittee

Date: February 17, 2021

Time: 8:00 a.m. to 9:32 a.m.

Location: Virtual Meeting Held Via Zoom

Minutes

Present: Adam Chapdelaine, Select Board Member John Hurd, Sarah Lee, Select Board Member Diane Mahon, Christopher Potter, Jenny Raitt, Toni Sacco, Mallory Sullivan.

1. Review minutes from October 14, 2020

Ms. Sullivan opened the meeting by requesting to move Agenda item 1, approval of October 14, 2020 meeting minutes, to the end of the agenda, given short timing. The Subcommittee agreed to move the item to a later meeting.

2. Review PY46 CDBG Subrecipient Performance

Ms. Sullivan provided a brief review of the Program Year 46 mid-year report; there were no comments or questions.

3. Review PY47 CDBG Funding Requests

Ms. Sullivan provided an overview of the PY47 grant requests, comparing the requests with the PY46 grants, for those applicants returning for funding. She noted that the Town anticipates an entitlement grant of approximately \$1.1 million and program income of about \$60,000. The two project areas restricted by statutory limits are public services, at approximately \$179,000 and Planning and Administration, at approximately \$232,000.

The discussion focused on public services. Ms. Mahon suggested making initial recommendations level with the current year would place the budget within statutory limits. Ms. Mahon voiced support for distributing the remaining funds to senior services, the two Jobs Jobs programs, and the Recreation Department.

Ms. Lee clarified that level funding with the current year would mean that the Somerville Homeless Coalition would not be funded. Mr. Chapdelaine shared that the FY22 General Fund recommendation includes funding the SHC Outreach and Stabilization Program in full, rendering the CDBG request duplicative.

Ms. Raitt asked if there was existing knowledge on how many years the COA van driver and volunteer coordinator have been funded through CDBG. Mr. Chapdelaine noted that it has been since at least 2010. A question was posed regarding the feasibility of longstanding requests being offset through other Town resources. Mr. Chapdelaine noted that this could be considered

as part of a multi-year effort, beginning in the following fiscal year. Ms. Mahon asked if CDBG's request from HHS covers entirety of salary; Ms. Raitt noted that the CDBG does not cover the fringe benefits.

Ms. Sacco requested that attention should be drawn back to the score sheets and their weight in making funding determinations. Ms. Lee also commented that the scoring rubric favors public service activities and inquired to what extent scores drive decision making; to what extent are we trying to support returning programs. Ms. Mahon noted that new applicants are favored in the rubric; and suggested giving applicants opportunities to emphasize changes to existing programs. Ms. Sullivan noted that the rubric accounts for this in part by differentiating between new programs (3 points) and substantially increased services for non-new services (2) points. Ms. Raitt noted that HUD's rules for evaluations must be adhered to.

Ms. Sacco noted that there is a large gap between the Athletic Scholarships request and its level-funded amount. Ms. Mahon noted that the pandemic has restricted programming offerings, so level funding is reflective a lower current need. Ms. Lee commented that the actual remaining funds, after level funding, is about \$10,000 and voiced support for AYCC.

Ms. Lee inquired whether there were sufficient funds available to fully fund all other requests. Ms. Sullivan stated that with the combined entitlement allocation, program income, and unprogrammed funds, there are adequate resources available to fully fund all requests, when taking into consideration the statutory limits for public services and planning and admin.

Ms. Mahon made a motion to level fund public services, with the exception of the Recreation Department. The motion was seconded by John Hurd. A roll call vote was taken and all voting members were in favor.

Ms. Mahon inquired about reserving funds for future needs. Ms. Raitt clarified that the entire entitlement grant must be programmed through the annual action plan for the given year. Ms. Mahon requested that Planning staff works with the Town Manager to see if unprogrammed funding can be reallocated in long range planning with the Town. Ms. Raitt clarified that current unprogrammed funds were originally programmed in prior years, but were unspent by the subrecipient. She noted the HCA solar project as an example. Ms. Raitt also noted that program income must be spent before the entitlement grant. This year, there has been substantial program income as a result of home rehabilitation loan payoffs. Ms Raitt also noted that the Town budget cannot be offset with CDBG funds unless the activities are CDBG-eligible activities.

Ms. Mahon asked if a budget recommendation was needed today. Ms. Sullivan stated that it was not, and that a second meeting would be scheduled to finalize deliberations.

No further business. Meeting adjourned at 9:32 a.m.

TOWN OF ARLINGTON COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM			
Program Year 47 Requests for Funding			
CDBG Program Activity	Organization/Department	PY47 Request (FY22)	Average Score
REHABILITATION/HOUSING			
Improving 22 Fessenden and 12 Russell Terrace	Caritas Communities	\$ 110,000	16.6
Chaglassian Apartments Acquisition	Housing Corporation of Arlington	\$ 400,000	14.2
Sub-total		\$ 510,000	
PUBLIC SERVICES			
Scholarship Program	Arlington Boys and Girls Club	\$ 25,000	13.6
Jobs, Jobs, Jobs Program	Arlington Boys and Girls Club	\$ 5,000	12.6
Athletic Scholarships	Arlington High School	\$ 8,000	11.2
Operation Success Learning Center	Arlington Housing Authority	\$ 6,000	12.4
Mental Health Counseling and Support Services	Arlington Youth Counseling Center (AYCC)	\$ 20,000	16.6
Adult Day Health	Council on Aging	\$ 6,000	13.2
Transportation Program	Council on Aging	\$ 31,540	16.2
Volunteer Coordinator	Council on Aging	\$ 52,922	12.6
Jobs, Jobs, Jobs	Fidelity House	\$ 5,000	11.4
Menotomy Manor Outreach Program	Fidelity House	\$ 20,000	12.8
Outreach and Stabilization Program	Somerville Homeless Coalition	\$ 38,201	17.4
Program Scholarships	Recreation Department	\$ 13,000	12.6
Sub-total (PY47 estimated statutory limit: \$178,726)		\$ 230,663	
PUBLIC FACILITIES AND IMPROVEMENTS			
Curb Cut Ramp Project	Arlington Disability Commission + DPW	\$ 125,000	15.8
Facility Capital Improvements: Environmental Efficiency	Food Link, Inc.	\$ 46,667	12.8
Sub-total		\$ 171,667	
ECONOMIC DEVELOPMENT			
Arlington Small Business Technical Assistance Program	DPCD	\$ 50,000	14.2
Sub-total		\$ 50,000	
PLANNING			
Planners	Planning and Community Development	\$ 52,335	exempt
Planning Studies	Planning and Community Development	\$ 75,000	exempt
Annual Town Survey	Envision Arlington	\$ 2,200	13.25
Sub-total		\$ 129,535	
ADMINISTRATION			
Grants Administrator (salary + benefits)	Planning and Community Development	\$ 78,291	exempt
General Administration	Planning and Community Development Department	\$ 17,500	exempt
Sub-total		\$ 95,791	exempt
Planning & Admin. Sub-total (PY47 estimated statutory limit: \$232,000)		\$ 225,326	
TOTAL		\$ 1,187,656	

