

# Citizens Advisory Committee



Chairperson Richard Pelletier  
 Vice Chair Grady Faulkner  
 Staff Hilda Santiago, ECD Staff  
 Brian Gartner, ECD Staff

## REGULAR MEETING Minutes

**DATE:** Wednesday July 19<sup>th</sup> 2023  
**TIME:** 7:00 p.m.

**Meeting was held online via WebEx.**

In attendance: Richard Pelletier, Grady Faulkner, John Rumberger, Shanay Fulton, Harvey Cushing, Bobby Peterson, Susan Owens, Gerald Daley

Staff in attendance: Brian Gartner, & Hilda Santiago, ECD Staff

1. **Call to Order:** Chairman R. Pelletier called the meeting to order at 7:10pm.
2. **Public Comment:** None
3. **Approval of the Minutes:** None
4. **New Business**
  - A. Allocation Recommendations for CDBG 2023 Program Year – Motion made by Gerald Daley to move approval on the suggested allocations for 2023 with the following clarifications:
    - 1) The Warming Center will be run by St. Vincent DePaul this year.
    - 2) The applicant for the two Oddfellows Playhouse facility improvements projects will be the City of Middletown as the owner of the structure, and not Oddfellows who is a tenant. Motion passes with seven in favor, and one abstaining.
    - 3) If the Federal HUD allocation is different from what is anticipated, said difference shall be proportionally distributed to the awarded organizations listed within the resolution or the Common Council may see fit to reallocate funding to the various applicants,

City of Middletown	Warming Center	17,000.00
City of Middletown	Farmers' Market	15,000.00
City of Middletown	Planning & Administration	93,000.00
CRT	Elderly Nutrition Program	20,300.00
Futures, Inc.	Energy Efficiency Program	9,120.00
Gilead Community Services	Admin. Building Renovation	55,416.00
Kuhn	Program Support	9,214.00
Middlesex Community College	Magic School Bus	8,000.00
Middletown Housing Authority	Long Lane Sidewalk Improvements	85,000.00
Northern Middlesex YMCA	Furniture Replacement	55,000.00
Oddfellows	Scholarships	6,000.00
City of Middletown	Window Replacement at Oddfellows Playhouse	15,000.00
City of Middletown	Wheelchair Lift at Oddfellows Playhouse	35,000.00
St. Vincent dePaul	Food Pantry Renovation & Dist.	58,950.00
Women & Families Center	Sexual Assault Crisis Services	7,000.00
<b>Total</b>		<b>\$489,000.00</b>

- B. Staff informs the committee that \$9,146.53 is available to be reprogrammed. Oddfellows was awarded \$19,964.00 for the floor project at the Hoffman Studio, and only expended \$10,817.47. The flooring project is complete. Oddfellows was previously awarded \$37,915.00 for the Projector Installation project. The lowest bid received was for the amount of \$45,003.00. Oddfellows' correspondence was shared with the CAC indicting the shortfall in the amount of \$7,008 from the awarded amount and the lowest bid.

Motion made by Bobbye Peterson, and seconded by Gerald Daley to reprogram \$7008.00 from the Hoffman Studio Floor Project to the Projector Installation project with the following amendment:

- 1) The projector will be a facilities improvement, and thus the joint property of the City of Middletown and Oddfellows Playhouse.

Motion passed unanimously.

5. **Adjournment** – Having no further business in front of the committee this evening the committee moves to adjourn.

#### Board Members

Board Member - Richard Pelletier **Chair** (Disabled Seat)  
Board Member - Linda Salafia (Common Council Seat)  
Board Member - Grady Faulkner **Vice-Chair** (Common Council Seat)  
Board Member - Camille Smith (At-Large Seat)  
Board Member - Jammie Middleton (At-Large Seat)  
Board Member - John Rumberger (Middletown Housing Authority Seat)  
Board Member - Shanay Fulton (Planning and Zoning Commission Seat)  
Board Member - Ronnie Bantum (Low/Moderate Income Seat)  
Board Member - Harvey Cushing (Elderly Seat)  
Board Member - Bobbye Peterson (Westfield Seat- Census Tract 5412, 5413, 5414)  
Board Member - Vacant (Westfield Seat- Census Tract 5412, 5413, 5414)  
Board Member - Vacant (Downtown Seat- Census Tract 5411, 5415, 5416, 5417)  
Board Member - Vacant (Downtown Seat- Census Tract 5411, 5415, 5416, 5417)  
Board Member - Susan Owens (South Farms Seat- Census Tract 5418, 5419, 5420, 5421, 5422)  
Board Member - Gerald Daley (South Farms Seat -Census Tracts 5418, 5419, 5420, 5421, 5422)

#### Staff to the Committee

Ex Officio Member - Mayor Benjamin D. Florsheim  
Staff - Hilda Santiago  
Staff - Brian Gartner