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PREAPPLICATION
FOR
SMALL CITIES COMPREHENSIVE GRANT
UNDER THE
HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974

STANDARD FORM - 424

FEDERAL ASSISTANCE		2. APPLICANT'S APPLICATION	a. NUMBER	3. STATE APPLICATION IDENTIFIER	a. NUMBER
1. TYPE OF ACTION <input checked="" type="checkbox"/> PREAPPLICATION <input type="checkbox"/> APPLICATION <small>(Mark appropriate box)</small>	<input type="checkbox"/> NOTIFICATION OF INTENT (Optional) <input type="checkbox"/> REPORT OF FEDERAL ACTION	Leave blank	b. DATE Year month day 19 81 1 5	b. DATE Year month day ASSIGNED 19	

4. LEGAL APPLICANT/RECIPIENT	5. FEDERAL EMPLOYER IDENTIFICATION NO.
a. Applicant Name : City of Middletown, Connecticut	06-6001-872
b. Organization Unit : Municipal Development Office	6. PRO. CHAM
c. Street/P.O. Box : DeKoven Drive	a. NUMBER 1 4 0 2 1 9
d. City : Middletown	b. TITLE
e. County : Middlesex	Community Development Block Grant Program - Discretionary
f. State : Connecticut	
g. ZIP Code: 06457	
h. Contact Person (Name & telephone No.) : William M. Keuhn, Jr. (203) 347-4671 extension 260	

7. TITLE AND DESCRIPTION OF APPLICANT'S PROJECT	8. TYPE OF APPLICANT/RECIPIENT
SINGLE YEAR COMPREHENSIVE GRANT	A-State B-Interstate C-Substate D-District E-County F-City G-School District H-Community Action Agency I-Higher Educational Institution J-Indian Tribe K-Other (Specify):
	Enter appropriate letter <input type="checkbox"/> E
	9. TYPE OF ASSISTANCE
	A-Basic Grant B-Supplemental Grant C-Lean D-Insurance E-Other
	Enter appropriate letter(s) <input type="checkbox"/> A

10. AREA OF PROJECT IMPACT (Names of cities, counties, States, etc.)	11. ESTIMATED NUMBER OF PERSONS BENEFITING	12. TYPE OF APPLICATION
City of Middletown	40,000	A-New B-Renewal C-Revision D-Continuation E-Augmentation
		Enter appropriate letter <input type="checkbox"/> A
13. PROPOSED FUNDING	14. CONGRESSIONAL DISTRICTS OF:	
a. FEDERAL \$ 500,000 .00	a. APPLICANT 2nd	b. PROJECT 2nd
b. APPLICANT .00	16. PROJECT START DATE Year month day 19 81 10 1	17. PROJECT DURATION 12 Months
c. STATE .00	18. ESTIMATED DATE TO BE SUBMITTED TO FEDERAL AGENCY ▶ 19	
d. LOCAL .00		
e. OTHER \$ 377,000 .00		
f. TOTAL \$ 877,000 .00		

20. FEDERAL AGENCY TO RECEIVE REQUEST (Name, City, State, ZIP code)	21. REMARKS ADDED
U.S. Department of Housing & Urban Development, Hartford, Ct.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

22. THE APPLICANT CERTIFIES THAT ▶	a. To the best of my knowledge and belief, data in this preapplication/application are true and correct, and the document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the assistance is approved.	b. If required by OMB Circular A-95 this application was submitted, pursuant to instructions therein, to appropriate clearinghouses and all responses are attached:
	(1) State Clearinghouse	<input checked="" type="checkbox"/> <input type="checkbox"/>
	(2) Midstate Regional Planning Agency	<input checked="" type="checkbox"/> <input type="checkbox"/>
	(3)	<input type="checkbox"/> <input type="checkbox"/>

23. CERTIFYING REPRESENTATIVE	b. SIGNATURE	c. DATE SIGNED
a. TYPED NAME AND TITLE Michael J. Cubeta, Jr., Mayor		Year month day 1981 1 5

24. AGENCY NAME	25. APPLICATION RECEIVED
	Year month day 19

26. ORGANIZATIONAL UNIT	27. ADMINISTRATIVE OFFICE	28. FEDERAL APPLICATION IDENTIFICATION

31. ACTION TAKEN	32. FUNDING	33. ACTION DATE ▶	34. STARTING DATE	35. CONTACT FOR ADDITIONAL INFORMATION (Name and telephone number)	36. ENDING DATE	37. REMARKS ADDED
<input type="checkbox"/> a. AWARDED <input type="checkbox"/> b. REJECTED <input type="checkbox"/> c. RETURNED FOR AMENDMENT <input type="checkbox"/> d. DEFERRED <input type="checkbox"/> e. WITHDRAWN	a. FEDERAL \$.00 b. APPLICANT .00 c. STATE .00 d. LOCAL .00 e. OTHER .00 f. TOTAL \$.00	Year month day 19	Year month day 19		Year month day 19	<input type="checkbox"/> Yes <input type="checkbox"/> No

30. FEDERAL AGENCY A-95 ACTION	b. FEDERAL AGENCY A-95 OFFICIAL (Name and telephone no.)
a. In taking above action, any comments received from clearinghouses were considered. If agency response is due under provisions of Part 1, OMB Circular A-95, it has been or is being made.	

SECTION I - APPLICANT/RECIPIENT DATA

SECTION II - CERTIFICATION

SECTION III - FEDERAL AGENCY ACTION

SECTION IV-REMARKS (Please reference the proper item number from Sections I, II or III, if applicable)

Section I -- Item 13

Other Sources of Funding

● Matching Rehabilitation Loans From Private Sources	----	\$140,000
● CHEFA Mortgage Funds	----	200,000
● Connecticut Department of Human Resources for Battered Women's Program	----	32,000
● Local Contributions to Child Development Center Playground	----	5,000
		<hr/>
	TOTAL	\$377,000

PROGRAM NARRATIVE STATEMENT

Section I - Description of Community
Development Problems/Needs

Section II - Description of Proposed Activities
and Funding Requirements

Section III - Impact on Design Criteria

Section IV - Benefits to Low/Moderate Income
Persons

SECTION I

STATEMENT OF COMMUNITY DEVELOPMENT NEEDS AND PROBLEMS

In developing this preapplication, the City of Middletown has again acted in conjunction with various municipal agencies, citizens' advisory groups, concerned citizens and civic organizations to prioritize the continuing needs of the Community for the stabilization and revitalization of certain neighborhoods, the conservation and expansion of the supply of housing for persons of low and moderate income, the conservation of energy resources as related to housing and the identification of certain needs for public health and safety.

The problems and needs addressed in this preapplication are compatible with those identified in the 1978 CDBG Entitlement Application and with the appropriate short and long-range objectives to meet them. All the activities being proposed under this preapplication comprise part of a broad strategy of the City for making it a healthier, more attractive and more efficient place for all its citizenry with particular emphasis on meeting the needs especially in the area of housing low/moderate income residents.

By again emphasizing housing concerns and needs for low and moderate income persons and by addressing energy conservation within that segment of the community, it is anticipated, that in the future, family disposable income can be judiciously utilized to not only provide for necessary housing and related utilities but can be slowly redirected to the retail market place. This will

provide a healthier financial climate for the City and, hence, foster additional economic development and related jobs.

To date Middletown has pursued the twin paths of development and rehabilitation, orchestrating various resources and means toward achieving overall community revitalization. In light of national financial constraints and a philosophical bent away from wholesale redevelopment concepts, it has utilized an imaginative combination of programs, projects and funding opportunities for changing and improving the face of this City.

Focus

Since the beginning of the Community Development Block Grant Program in 1974, the City of Middletown has been guided by the Community Renewal Program of September, 1964 in addressing areas and neighborhoods of the Community. The CRP divided the Community into nine (9) study districts which generally follow census tract boundaries and natural neighborhood delineations. The final recommendations embodied in that report identified three (3) levels of proposed renewal programming. The first priority area recommended for immediate action soon became the Metro-South Urban Renewal Project area. Secondary action areas were identified in the North End and South Farms. Until 1974, these areas, which were identified for limited clearance and extensive rehabilitation, had not been addressed. During the first six years of the Community Development Block Grant Program, the City sought to rehabilitate those target areas, or Neighborhood Strategy Areas, with the Residential Rehabilitation Program, the Mixed Use Rehabilitation Program, Tree Planting, Sidewalk Repair and Public Services. The City of Middletown feels confident that while all problems in these neigh-

borhoods are not yet completely resolved, they are on, at least, a par with the remaining neighborhoods in the City of Middletown which must be addressed. Quoting from the Community Renewal Program, the following statement identifies that which this 1981 Small Cities Preapplication seeks to address, "The third priority areas are smaller and are of generally of lesser overall importance than the second priority areas. They tend to present more localized problems and have been identified so that they could be reevaluated from time to time in terms of the current situation as it develops."

On November 26, 1979, the Hartford Area Office sent a letter to Mayor Michael J. Cubeta, Jr. which noted some of the housing problems which were addressed in the 1980 Preapplication and which continue to be the focus for this 1981 Preapplication. HUD noted, "In addition, we have commented before about the City's unusually tight housing market (low vacancy rate) for rental units affordable by lower income families. Despite the sixteen (16) units of new housing provided this year, we suggest the City consider inclusion of an appropriate number of new or substantially rehabilitated rental units in its Housing Assistance goals for 1980-1981, and that steps be taken to bring about the development of those units through either private or public action."

In recognition of the low vacancy rate, the City of Middletown does not propose any activities which will require relocation but rather seeks to rehabilitate units to address building and housing code problems and, further, to address energy conservation measures as a part of the City's Energy Plan.

As in the past, the primary focus of the Small Cities Comprehensive Preapplication is with the neighborhoods. Previously, the

North End and South Farms NSA's have been addressed in a concentrated manner. Over the past year, the administrators of the Residential Rehabilitation Program, Greater Middletown Community Corporation (GMCC), have experienced a decrease in applications from the NSA's and an increase in applications from other neighborhoods around the City. Therefore, neighborhood revitalization remains key to Middletown's Community development efforts.

The North End and South Farms are still being addressed in a concentrated manner with other Federal funds; for example, the Mixed Use Rehabilitation Program, originally funded in 1976 and again in 1979, is a strength of commercial and residential rehabilitation in the North End which will be completed in mid 1981. Road construction programs, some funded by the Federal Highway Administration, are in the planning and execution stage and will have a significant impact upon both the North End and South Farms.

Synopsis of Plans and Development

Because of these continuing programs, it is helpful to this Pre-application to review the status of programs and development, particularly in those neighborhoods which surround the Central Business District. The activities proposed in this Preapplication serve to complement these on-going programs that are essential to the on-going revitalization process in the City of Middletown.

While the Mixed Use Rehabilitation Program addresses the residential units and facades of Main Street buildings in the North End, another program is now completed which led to the complete reconstruction of sidewalks in that portion of the City. After a total expenditure of approximately \$800,000.00, the Main Street

Modernization Project is now complete. It caused a total re-vamping of the northern four-block stretch of Main Street between Washington Street and St. John's Square, including sidewalks, undergrounding utilities, new traffic signals, pedestrian amenities and landscaping.

Two Urban Systems Grants, involving \$2,241,000.00, will extend deKoven Drive and improve East Main Street in the Central Business District; thus, relieving congestion on Main Street and providing easier access around the City. In the North End, the extension of deKoven Drive from Washington Street to Rapallo Avenue is in execution with construction scheduled for mid 1981. The improvement of East Main Street from Sumner Creek to Silver Street in the South Farms area is entering the final engineering stage.

The U.M.T.A. funded bus system discussed in last year's Pre-application is now, in fact, a reality. Beginning in October of 1980, bus service was initiated along five separate routes in the City, linking major population concentrations including all major low and moderate income housing developments to the downtown and to each other. Final plans have been developed for the construction of a bus terminal on Main Street near the Municipal Building and will be constructed during 1981. Even though operating for only several months, the administrators of the system recognize the positive impact of moving people of low and moderate income and the minorities around the City.

With the Categorical Settlement Grant provided by the Department of Housing and Urban Development in 1979, the Redevelopment Agency is making rapid strides in completing the Metro-South Urban Renewal Project. Several parcels in the "Theatre Block" have already been

conveyed to developers for historic preservation. The Connecticut Valley Development Corporation will construct a five-story modern office facility beginning in mid 1981 in the same area. Middletown's electorate approved a \$6.1 million dollar bond issue on November 4, 1980 for the purpose of reconstructing many streets throughout the City. Consulting engineers are now being considered for this design elements of this bond issue. The roads to be improved have been grouped by neighborhood. Since these are older streets, many are located in areas of older housing and, hence, where much of Middletown's low and moderate income population resides. All road work will be completed by the end of 1982. While the influx of public dollars has been important in the revitalization process, private participation has been just as valuable. The Main Street Mixed Use Rehabilitation Program has only been eligible to those owners of mixed used buildings. Recently, the Liberty Bank for Savings announced the availability of Community Investment Fund loans for those property owners which were otherwise not eligible for the Mixed Use Program. These funds were approved by the Federal Home Loan Bank Board as part of a national effort to stimulate and increase investments by Savings and Loan Associations to preserve and revitalize neighborhoods of residential and commercial properties. In announcing the use of these funds, Liberty Bank has made it known that they are available at a lower than normal interest rate for rehabilitation loans. Already, one property owner has received a low interest CIF loan while others are now seeking this new avenue of funding. In sum, a strong concerted action by public and private partnership is breathing new life and development into the City which seemed beyond reality just a few years ago.

Program Objectives and Design Criteria

This Preapplication seeks to maintain the momentum of an on-going revitalization efforts by strongly supporting realistic and attainable goals for improving housing opportunities for low and moderate income persons, promoting a choice of housing for lower income residents through the Housing Cooperative Program, and addressing safety and health aspects of the Community through energy conservation and continued health care facilities.

The following design criteria has been selected to be addressed in this Preapplications:

- (i) Supports comprehensive neighborhood conservation
- (iii) Provides housing choice within the Community
- (ix) Resolves a serious threat to health or safety
- (xi) Supports energy production and/or conservation

SECTION II

DESCRIPTION OF PROPOSED ACTIVITIES AND FUNDING REQUIREMENTS

Residential Rehabilitation Loan Program

This Program is the continuing mainstay of Middletown's CDBG Program which has been underway since 1975. Residential Rehabilitation activities have, in part, been underwritten by CDBG funds and private financing and administered by the Greater Middletown Community Corporation (GMCC). Since its beginning, nearly \$800,000.00 has been successfully leveraged for rehabilitation activities for low and moderate income family housing units. In the past, these activities have been primarily limited to the North End and South Farms NSA's.

Application activity over the past year has shown that applications from the NSA's have been decreasing, while rapidly increasing from other portions of the Community. In recognition of this fact, the City of Middletown proposes in 1981 to eliminate the Neighborhood Strategy Areas in order to direct rehabilitation loans to eligible and worthy applicants in all parts of the City. Such has been the demand for this Program that, as of November 30, 1980, only \$32,050.00 remained uncommitted from the 1980 Small Cities Single Purpose Housing Grant. GMCC estimates that by early Spring, 1981, new applications cannot be accepted, even though construction activity on previously approved applications will proceed through the Summer of 1981.

Originally, a loan and grant program, the guidelines have been rewritten to allow for only two types of loans - each of which re-

quires bank participation from the non-CDBG portion. Primarily aimed at assisting low income, small families and owner-occupants, the new guidelines have been substantially tightened to conform with HUD's 235 Program. Loans to elderly persons and those on fixed incomes have been modified to allow for deferred payments. It is important to note that GMCC has not widely advertised the availability of this Program, yet there is an ongoing backlog of at least 20 applications for processing. This backlog is typical of the word-of-mouth popularity of the Program, which if fully advertised, would require massive amounts of CDBG funds to be fully met. In administering the Rehabilitation Program, care is exercised in meeting the applicant's energy needs. To that end, GMCC has developed a format for conducting an energy audit. This information, together with a history and personal background, is presented in Appendix A of this preapplication. In recognition for these increased demands for the funds, the City of Middletown respectfully requests \$170,000.00 for this Program.

Housing Cooperative Program

Since 1978, the Housing Cooperative Program has, too, been a mainstay of CDBG funding. This Program seeks to provide home ownership opportunities for low and moderate income and minority families through a housing cooperative structure.

Briefly under this Program, CDBG funds are used to acquire and rehabilitate two, three, and four-family houses. In turn, the buildings are sold to a cooperative for low income tenants using CHFA and/or other public/private financing sources. To date, the

Cooperative officially known as Equity In Housing of Middletown, Incorporated, owns five structures containing twelve (12) dwelling units.

The Equity in Housing Program has been funded in each of the years 1978, 1979 and 1980. The administrators of the Program, Connecticut Legal Services, Incorporated, estimates that 1980 Small Cities funds will be completely dispersed by March 31, 1981 through the purchase of three more structures.

The mechanism for implementing the Housing Cooperative Program involves a review board for screening applicants and determining eligibility. The Program provides for rehabilitation and occupancy by low and moderate income families with the opportunity to gain equity and concomittment responsibilities of home ownership. In administering the Program, Connecticut Legal Services, Incorporated works cooperatively with the Middletown Housing Authority in seeking eligible applicants through the existing Section 8 Program. Currently, all but one occupant of the Housing Cooperative units also participates in the existing Section 8 Program.

Once occupied, maintenance and management is the responsibility of the occupants with a reserve type fund established to cover anticipated turnover and other contingencies.

Connecticut Legal Services, Incorporated assists the cooperative venture in all aspects of real estate negotiating, contractual requirements and legal requirements. The administration of the rehabilitation work of the Program is under the direction of the Greater Middletown Community Corporation, which is also responsible for all rehabilitation work in Middletown's Residential and Mixed Use Programs.

Although this Program is less than two years old, it has been the subject of much inquiry from other communities in Connecticut and the nation. During the past year, the National League of Cities contacted the City of Middletown to gather information on the Program so that it could be included in an information transfer catalogue being prepared to assist other communities in developing and administering their own CDBG programs. It is Middletown's understanding that this catalogue has been completed and the information submitted to HUD and congressional representatives. Middletown is proud of this notoriety and seeks, in this 1981 preapplication, to continue funding this very important endeavor. It is also noteworthy that in selected buildings for purchase, the Housing Cooperative administrators seek to purchase units which are not in minority concentrations and are not in areas with other social problems. In other words, there is an effort through the Housing Cooperative Program to disperse low income families throughout the Community.

Additional information on the Housing Cooperative Program is continued in Appendix B of this preapplication. To continue this work, this preapplication seeks funding in the amount of \$145,000.00.

Energy Programs

Even before Congress officially authorized amendments to the Community Development Block Grant Program emphasizing the need for energy conservation, the City of Middletown, on June 2, 1980, accepted a report from its Energy Task Force outlining some of the problems and directions for the City's energy future. In the section of the report dealing with the residential sector, it was

noted that an estimated 5,140 units housed the City's low and moderate income citizens (based upon preliminary 1980 census figures, this estimate may be low). In addition, "16.24% of the City's housing stock is public built housing, occupied by low and fixed income families which are particularly hard hit by high energy costs".

The City of Middletown was particularly pleased with the modifications to the CDBG legislation and eagerly seeks to be in the forefront of energy conservation in Connecticut, perhaps even in the nation.

This preapplication seeks to gain an additional 20 points in the rating and ranking system on the basis of conservation or energy production. While more detailed figures are produced elsewhere in this report, the Mayor's Energy Advisor has estimated that if the City can attain the goal of 40% energy efficiency, that there will be benefit over the next ten (10) year period of \$96 million dollars of energy savings.

This preapplication seeks to pursue two courses of action. The larger amount proposed for energy use (\$75,000.00) will be used for the MiSER II Program, described in detail in Appendix C of this report. The MiSER I Program provided over 1,000 energy conservation kits to low and moderate income units throughout the Community. MiSER I was under the direction of the Mayor's Energy Advisor, Community Action for Greater Middletown (CAGM) and was assisted by a host of volunteers. It is proposed that MiSER II be more formally structured under the Energy Planning Office which is discussed below. The proposed budget for MiSER

II is \$75,000.00. Of that amount, \$12,000.00 would be used for the Program Coordinator, \$3,000.00 for printing and advertising, \$15,000.00 for the purchase of 1,500 kits for apartment dwellers at \$10.00 each, and \$45,000.00 for the purchase of approximately 1,300 kits for homeowners at \$35.00 each.

The second part of the Energy Program is the establishment of the Energy Planning Office, which would consist of three (3) persons who would fall under the direct control of the Mayor's Office. The office would consist of a coordinator, secretary and part-time energy advisory. In short, the office would seek to build upon the Preliminary Energy Report, a copy of which is attached to this preapplication. In addition to addressing each of the nine points specifically authorized by P.L.96-399 (Comprehensive community-wide energy use strategy), the Energy Office will be a coordinating point in tying together Residential Rehabilitation Programs, the Housing Cooperative Rehabilitation Program and energy conservation measures.

The establishment of this office with 1981 Small Cities funds is seen as a pilot program. Those closely associated with energy legislation believe that, given initial funding from HUD in 1981, this office can be self-supporting in future years through vigorous grantsmanship.

The requested funds for the Energy Office is \$45,000.00, bringing the total funding required for the energy component to \$120,000.00.

CAGM Child Development Center

The Child Development Center, located at 44 Hamlin Street in Middletown, is in the final stages of completion. Programs in

it will begin in January, 1981. There will be two programs for 120 pre-school children, beginning with 60 each in Head Start and Day Care. A very high percentage of these children are from low-income families; some live in subsidized housing made possible by HUD funds. The Center has two class units, each with three rooms. There is also a large all-purpose room, a health room, an office and a kitchen. Total indoor space is 11,000 square feet. Under the builder's contract, CAGM was to landscape and enclose (with a four-foot fence) 12,000 square feet of playground space. Unfortunately, during the planning stages of the building, inflationary costs consumed funds which had been planned for furnishings and playground equipment. When the bids were opened last February, there was a shortfall of \$58,917.00 toward the building costs; most of this amount has now been raised, but the Center is still lacking funds for some of the furnishings and all of the playground material. CAGM is therefore requesting \$15,000.00 from the 1981 Small Cities Grant.

With help from several experts in early childhood development and education, CAGM has been planning over the past year to develop a variety of experiences which will further the physical development and provide social and learning experiences for the children at the Center and the surrounding neighborhood. The kinds of activities planned include: sand play; water play; nature activities; ecological studies; scientific exploration; art work; gross motor activities; fine motor activities; small group instruction; free or leisure time activities; table/work areas; gardening; quiet resting areas. Based on these plans, it is hoped to install the following: one or more superunits to accommodate groups of children involved in large muscle development and

social activities; one or more large areas for sand and water play; a variety of equipment for climbing, swinging and other active play; a covered area for difficult weather so that the playground can be used all year; a sitting area with tables; gardening and nature areas.

Serious consideration has been given to the kinds of equipment which will best serve the children's needs. With an abundance of tragic stories to back CAGM beliefs, the administrators do not want any metal equipment. It must be safe, require low maintenance, be vandal proof, and provide the proper scale for pre-school children's abilities. Several companies produce heavy wooden equipment that meets the criteria; CAGM wants high-quality play environments that are flexible and adaptable to their needs. At today's prices, it is estimated that the cost to complete the total project will be approximately \$20,000.00. CAGM hopes to raise \$5,000.00 of this amount from other sources. The Child Development Center is owned and administered by the Community Action for Greater Middletown Agency. Additional information on this activity is provided under Appendix D.

Community Health Center

The Community Health Center provides critically needed low cost health and dental care for low/moderate income persons throughout the City of Middletown. Having grown over the past several years of operation from a small organization with limited service and limited CD Entitlement assistance, the Health Center now serves a much larger number of low income individuals and families, particularly in those portions of the Community char-

acterized by lower income, higher minority and higher welfare recipient living patterns. The Health Center is sustained by a combination of public and private financial resources. However, with the growth of the City and with the increasing number of families and individuals who now are classified as low and moderate income persons, the Health Center has a chronic need for additional funding to extend its services to those in need.

In the early years of the Community Development Block Grant Program, the Center was funded for the purpose of establishing its dental component. Now, six years later, that component is well established and free of CDBG assistance. Several years ago, in an effort to meet the growing requirements to serve the Community with medical staff, some CDBG monies were directed to the medical portions of the Health Center operations. With the approval of the 1980 Small Cities application, a sum of \$10,000.00 was directed to pay rent in leased space in a building adjoining the Health Center facility at 631 Main Street. This preapplication proposes to continue that rental assistance in the amount of \$10,000.00 for the medical office space.

The Community Health Center has been quick to fill gaps in Community health care. Such a gap occurred recently when the termination of CETA funding forced the closing of a battered women's shelter. The Community Health Center, at the request of the shelter organizers, took over the existing contract with the Department of Human Resources and is attempting to reinstate this program. The operation of the shelter is but an expansion of activities which have been provided since 1977 when the Center

began domestic violence services to families and individuals. The Health Center is requesting \$20,000.00 in this preapplication to assist in the operation of the Shelter. These funds will be spent on hiring a full time counsellor and covering other expenses including rent, food, utilities, insurance and security. Currently, the Department of Human Resources is committed to providing \$32,000.00 during 1981.

The Community Health Center is the primary provider of health services to many individuals and families in the Community. This relationship has developed because of its ability to provide accessible reasonably priced and high quality health care. For many working families, this service allows employed members to stay healthy and productive in some cases, making the difference between self-sufficiency and a state supportive life.

The total request for the Community Health Center in this pre-application is \$30,000.00. See Appendix E for further information.

Removal of Architectural Barriers - Stillman Municipal Annex

When the Common Council of the City of Middletown conducted its public hearing on the preapplication, it considered the needs of handicapped persons in gaining access to the Stillman Municipal Annex. Under Section 570.207(a), CDBG funds can be used for the removal of architectural barriers to elderly and handicapped persons.

The City of Middletown has become increasingly aware of the need to make the Stillman Municipal Annex accessible to the handicapped. This facility is located within the Metro-South Urban Renewal Project. It was constructed in the 1930's as an elementary school

and vacated by the Board of Education two years ago. The City of Middletown chose to retain this building and is working to convert it as the sole facility for human service agencies. Those agencies already in residence or scheduled to go into the building within the next several months include: The Youth Services Department; The Human Relations Commission and staff; The Welfare Department; The Women, Infants and Childrens (WIC) Program; and, the City's Social Services Coordinator. Many of these programs serve low/moderate income families, minorities, the elderly and the handicapped. The City of Middletown believes that it is imperative that the architectural barriers of this facility be removed as quickly as possible so that those in need of the programs can easily reach these City offices.

Early in 1980, the City commissioned an appraisal of the building when it was courting the possibility of selling the facility to the private sector (see Appendix F). As a part of the appraisal study, handicapped accessibility was considered. The consultant advised the City that to make the building fully accessible to the handicapped would entail the construction of an elevator and ramps at an estimated cost of \$60,000.00 to \$65,000.00.

In this preapplication, the City is seeking \$10,000.00 to provide ramps into the building and on the first floor where there are several different levels which make accessibility difficult. The provision of an elevator will be the City's responsibility under different funding.

General Program Administration

The Administration of the Community Development Block Grant Program

has been and will continue to be with a Municipal Development Office which is under the direct control of the Mayor. Staff salaries for this office are provided in the General Fund Budget of the City of Middletown. It has long been the position of the City that CDBG funding should, for the most part, be spent for programs and not for staff. The requested \$10,000.00 under this preapplication will cover only a small portion of the Municipal Development Coordinator's time as reimbursement to the General Fund when working on CDBG activities. In addition, funds will be used for direct costs in operating the CD programs such as legal advertising, public hearings, supplies, conferences, travel, subscriptions and the bi-annual audit.

IMPACT ON DESIGN CRITERIA

Each Project under this Preapplication has been evaluated and measured against the selected program factors. Under each design criteria, those projects which are most appropriate and applicable are discussed first, with the others in succeeding order. Quantitative indicators of benefits to low and moderate income persons are presented in Section IV following.

The design criteria chosen and listed, according to their numbering as published in the Federal Register on August 21, 1980 (page 55981) include:

- (i) Supports Comprehensive neighborhood conservation, stabilization, and/or revitalization
- (iii) Provides housing choice within the community, either outside areas with concentrations of minorities of low and moderate income persons or in a neighborhood which is experiencing revitalization and substantial displacement as a result of private investment by enabling low and moderate income persons to remain in their neighborhood.
- (ix) Resolves a serious threat to health or safety
- (xi) Supports energy production or conservation

Supports Comprehensive Neighborhood Conservation (i)

Residential Rehabilitation activities, over the past four (4) years, have resulted in over \$1.3 million dollars in construction contracts. The Residential Rehabilitation Program has been the backbone of Community Development in Middletown and has significantly stabilized

and revitalized both the North End and South Farms NSA's. Inspired by the publicly financed program, many other property owners throughout the City have carried out their own rehab efforts with private financing.

Because of rehabilitation at the neighborhood level, critical housing stock has been preserved and better housing has resulted for occupants, many of whom are elderly and low/moderate income. By concerted rehabilitation, and upgrading of old but sound structures, more housing opportunities are afforded.

The City of Middletown feels that it is now time to turn its attention to other neighborhoods where housing has been and continues to be a problem. Throughout the Community, small pockets of substandard housing exist which form small neighborhoods of residential concentrations which are important to the fabric of the City. For example: spotted blight exists in Maromos, in the Beverly Heights Road area, in the Burr Avenue area, around Crystal Lake, near Mile Lane and in certain streets bordering the south side of Wesleyan University. These pockets of deteriorating housing are, for the most part, occupied by low and moderate income families. It is in these older structures that a program to upgrade dwelling units to housing and building code standards is needed. In addition, older houses tend to be high energy users. With a vacancy rate of less than 2% for the entire City, every effort must be extended toward conserving the City's housing stock, particularly at the neighborhood level.

Neighborhood revitalization is also furthered by the continued funding of the Housing Cooperative Program. This Program, now two years old, is one of a series of efforts by the City to provide clean, decent and affordable housing to low and moderate

income and minority persons. Unlike the Residential Rehabilitation Program, the Housing Cooperative is exclusively aimed at benefiting low income tenants with equity opportunities. Strict eligibility requirements, screening of applicants, training of tenants in maintenance and ownership responsibilities after the multi-family houses have been rehabbed and made energy efficient, promises to conserve a supply of older sound, but deteriorating structures, while also contributing to upgrading the specific neighborhood block in which they are located.

Because the low income are perhaps the most hard-hit with skyrocketing energy costs, extra effort is being exerted to incorporate energy efficiency measures in the rehabilitation of these units. The Housing Cooperative Program seeks to acquire properties in the heart of well established neighborhoods, particularly near the Central Business District. In this way, housing opportunities and choice can be offered to low and moderate income families to relocate in the neighborhood areas with which they are most familiar.

Over an extended period of time, the Energy Programs, upon which the City is embarking, promise to have a significant positive impact upon neighborhood living. In conducting the MiSER I Program, orientation sessions and workshops were conducted strictly at the neighborhood level and were held in community buildings, schools and churches and other similar facilities. The administrators of this Program recognize that a certain amount of enthusiasm can be generated when programs are offered and directed at specific neighborhoods. Thus it will be with future energy programs. Once the enthusiasm and spirit is tapped at the neighborhood level for energy concentration programs, additional activities can be offered

with an expected high degree of receptivity.

Both the Stillman Municipal Annex and the CAGM Child Development Center lie within the Metro-South Urban Renewal Project. Both properties are of a public nature. Both are located in an older neighborhood on the fringes of the larger scale demolition activities which accompanied the renewal effort. Both buildings are important for the clientele that they serve. The CAGM Child Development Center is located adjacent to a public housing project and mid-point between the North End and South Farms Neighborhood Strategy Areas. Its location is the center of the City with accessibility to many persons of low and moderate income. The Stillman Municipal Annex is located on Loveland Street. As a school, it served a neighborhood walk-to-school population. By keeping the building and converting it for Municipal office use, the City assures that this structure will still be available for neighborhood meetings and activities which are vital to the residents of the area.

The Community Health Center, since its funding in the first program year, has always been considered a part of the neighborhood stabilization process. It is located in the North End neighborhood and serves as a focus of activities in that area for low cost health programs and other related social service functions. The Community Health Center provides an outreach to the disadvantaged population of Middletown, much of which still resides in the older neighborhoods of the City.

Provides Housing Choice Within the Community (iii)

Perhaps the most important program in this Preapplication for providing a housing choice within existing neighborhoods is the Hous-

ing Cooperative venture. The administrators of this Program, Connecticut Legal Services, Incorporated, carefully select available multi-family structures on the basis of their location, condition, accessibility to public facilities and neighborhood characteristics. By purchasing properties and rehabilitating them for low income ownership opportunities, the Housing Cooperative Program seeks to retain viable buildings as part of the Community's housing stock and preserve them for future generations.

In a similar manner, the Residential Rehabilitation Program also seeks to preserve the existing housing stock. Both the Housing Cooperative and the Residential Rehabilitation Programs impact favorably upon the retention of housing coice by bringing sub-standard structures up to standard through rehabilitation. In light of the low vacancy rate, every effort to conserve a dwelling unit or make it more habitable, be it an apartment dwelling or individual house, is in actuality preserving the unit for more choices and opportunities for low and moderate income persons and families in the City.

A major effort upon which the City is embarking involves the institution of energy conservation measures in dwelling units at the neighborhood level. The Mayor's Energy Task Force has estimated that it is possible to reduce energy consumption by 40% through a series of related programs. Dwelling units which are not energy efficient will, in the foreseeable future, be used less intensively leading to further deterioration of the property and ultimately dilapidation. The energy conservation programs, together with various rehabilitation programs, seek to preserve, to the maximum extent possible, all existing housing units in order to provide a wider choice in the future for low and moderate in-

come persons.

In the past, the City of Middletown, local banks and the Greater Middletown Board of Realtors, have signed agreements with HUD assuring fair mortgage lending principals and fair real estate practices in the City. These agreements continue to further the housing choices for lower income and minority persons in Middletown.

Resolves a Serious Threat to Health or Safety (ix)

While not removing a threat to health and safety per se, the availability of low cost quality health and dental care for the lower income residents of the City is a valuable asset. It is also a valuable alternative for the working poor who require medical, dental and other health care, but generally cannot afford private practitioners or the local hospital for outpatient care. Therefore, the Community Health Center does seek to maintain a high level of health care for the low and moderate income residents of the City.

The re-establishment of the Battered Women's Shelter does provide, in a very real sense, a facility for the health and safety of battered women and their offspring. There is increasing recognition of this problem which can only be addressed by providing temporary living quarters for these persons away from other members of the family.

The variety of energy conservation programs envisioned by the City are in response to diminishing supplies and the high cost of energy. The difficulty with which to pay for these costs is, in part, the realization that the very health of the City's residents may be seriously threatened if not addressed in a proper and comprehensive way.

The relationship between energy programs and public health and safety was noted by the State of Connecticut Urban Action Task Force in its report of December 19, 1978 to the Governor. From page 4-17 of that report, it is noted that one of the major charges by the General Assembly to the OPM Energy Division is "to include environmental preservation and improvement, public health and safety, social well-being and economic viability considerations in a balanced State energy program" (underlining added). The relationship between energy conservation and one's health is very real and will be increasingly measured over time - time during which energy costs will continue to rise and the consumer's ability to pay for these costs will diminish.

Supports Energy Production and/or Conservation (xi)

In order to determine the changes in per unit energy production costs, and how these estimates were developed, please refer to the section entitled Energy Conservation and Production in this Preapplication.

Under the MiSER Program, energy conservation kits will be made available for distribution to 1,500 apartment units and 1,300 non-apartment units. Hence, the Program will reach 2,800 households whose energy efficiency will be improved.

Under the Residential Rehabilitation Program, 120 dwelling units will be rehabilitated and another eleven (11) units rehabilitated under the Housing Cooperative Program. As noted elsewhere in the Preapplication, the GMCC, when conducting its surveys and analysis of dwelling units under either of these programs, also conducts an energy audit. The need for upgrading boilers, providing storm windows and doors, insulation and other energy

measures are priority items when funding an applicant's request for low interest improvements.

The Mayor's Energy Task Force noted as a goal "to improve the quality of life in Middletown by increasing the relative discretionary income of its residents through reduction in their energy consumption and, therefore, increasing the amount of money that would remain in the local economy." Energy consumption can be applied to all aspects of the community. It is being dealt with in this Preapplication in the residential sector. Similar improvements can also be made in the commercial, industrial and institutional sectors, transportation and municipal services. Energy conservation is also a means of promoting economic development. The City of Middletown believes it makes good sense to actively promote energy conservation and seek funding for the implementation of its goals and strategies. This being the case, the City of Middletown is pleased to identify the design criteria for supporting energy conservation and production.

SECTION IV

BENEFIT TO LOW/MODERATE INCOME PERSONS

Rehabilitation Loan Program

This Program is limited to those persons who qualify as low/moderate income applicants with earnings less than the maximum permitted under the Section 235 Program. These income limits are verified by IRS statements. It is estimated that 120 dwelling units can be serviced with these funds. At three persons per unit, the total number of direct beneficiaries is 360 persons. Therefore, \$170,000.00 X 100% equals \$170,000.00 of direct benefits to low/moderate income persons.

Housing Cooperative Program

This Program is available only to low/moderate income persons. It is estimated that eleven (11) families can be accommodated in the fourth year of implementation. At three persons per unit, the total number of direct beneficiaries is 33 persons. Therefore, \$145,000.00 X 100% equals \$145,000.00 of direct benefits to low/moderate income persons.

Energy Programs

The MiSER Program is specifically directed to low/moderate income families, particularly the former, many of whom live in rental units and will receive the apartment dwellers kits. It is estimated the kits will reach 2,800 dwelling units. At three persons per unit, the total number of direct beneficiaries will be 8,400 persons.

Therefore, $\$75,000.00 \times 100\%$ equals $\$75,000.00$ of direct benefits to low/moderate income persons.

The establishment of the Energy Office will be a benefit to all persons within the City of Middletown. Since 35.5% of all dwelling units are inhabited by low/moderate income persons, it can be said that this Program will affect some 14,000 to 15,000 persons.

Therefore, $\$45,000.00 \times 35.5\%$ equals $\$16,000.00$ of direct benefits to low/moderate income persons.

Community Health Center

The Community Health Center services exclusively low and moderate income persons. Previous contractual requirements with the Health Center have verified that all recipients of services do meet the Section 8 income standards. Thus, it can be said that all recipients of future health care funding are guaranteed to be low/moderate income persons.

Therefore, concerning the medical component, $\$10,000.00 \times 100\%$ equals $\$10,000.00$ of direct benefits to low and moderate income persons.

In like manner, the reestablishment of the Battered Women's Shelter is to meet the needs of those persons who do not have the family or financial resources to find shelter elsewhere.

Therefore, $\$20,000.00 \times 100\%$ equals $\$20,000.00$ of direct benefits to low and moderate income persons for the Battered Women's Shelter.

CAGM Child Development Center

CAGM is an existence for the sole purpose for providing programs and opportunities to low/moderate income persons. By virtue of its purpose, all beneficiaries of the Child Development Center will be low and moderate income persons.

Therefore, \$15,000.00 X 100% equals \$15,000.00 of direct benefits to low and moderate income persons.

Removal of Architectural Barriers - Stillman Municipal Annex

Despite this facility being renovated for use as a Municipal Building Annex, the programs contained at this building and the clientele are, for the most part, low/moderate income persons, elderly and handicapped. It is estimated that 80% of those doing business at this building will fall into these categories.

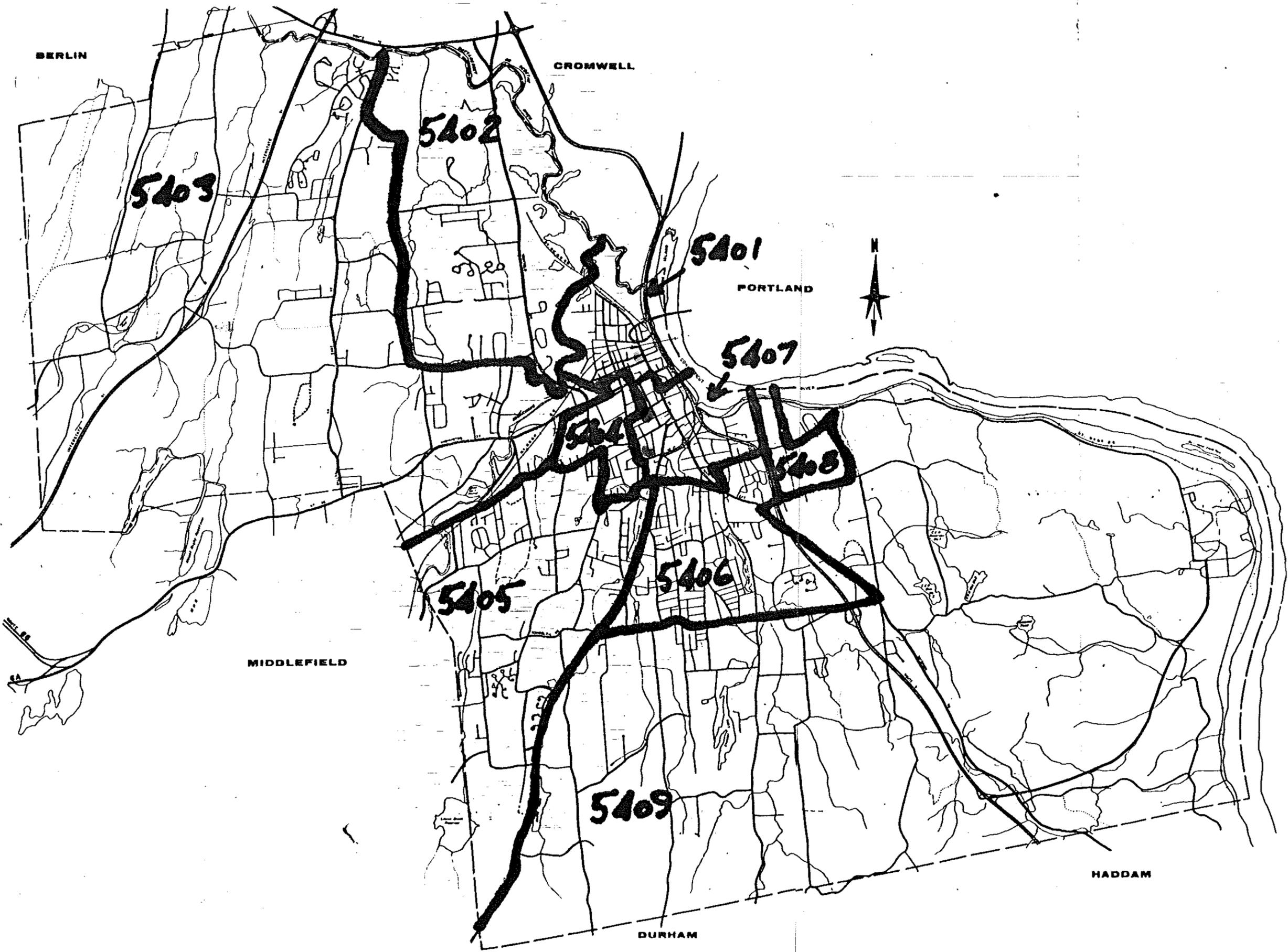
Therefore, \$10,000.00 X 80% equals \$8,000.00 of direct benefits to low/moderate income persons.

Summary of Direct Benefits

Rehabilitation Loan Program	\$170,000.00
Housing Cooperative Program	145,000.00
Energy Programs	91,000.00
Community Health Center	30,000.00
Child Development Center	15,000.00
Removal of Architectural Barriers	8,000.00
TOTAL	<u>\$459,000.00</u>

The percentage of CDBG funds spent to directly benefit low/moderate income persons is computed by dividing \$459,000.00 by the total requested grant, exclusive of General Program Administration. The result is that 93.7% of all funds will be used for low and moderate income persons.

M A P



1981 SMALL CITIES
PREAPPLICATION

LEGEND

5400 Census Tract
Designation.

	% City Minority	% City Low/Moderate Income
5401	10.5%	16.8%
5402	5.8	6.0
5403	4.6	7.5
5404	6.4	8.8
5405	8.2	16.7
5406	9.8	10.5
5407	29.0	17.8
5408	8.4	2.1
5409	17.3	13.8
	100.0%	100.0%

Source: 1970 Census

Community Health Center -
Blue

CAGM Child Development
Center - Orange

Stillman Municipal
Annex - Green

MIDDLETOWN,
CONNECTICUT



PLANNING AND ZONING
DEPARTMENT

DATE MAR. 79

OTHER PERFORMANCE FACTORS

- Section I - Housing Performance
- Section II - State's Rating-Consistency
With State Growth Plans
- Section III - Energy Conservation and
Production

SECTION I

HOUSING PERFORMANCE

Pursuant to the Small Cities Review Process Statement, the City of Middletown hereby claims points for past performance in housing.

Section 8 Occupancy Patterns - Claim for 15 Points

The existing Section 8 Program is being administered by the Middletown Housing Authority. Data provided by the Authority has been utilized in developing the following table which shows the minority distribution in 1970 by Census Tract compared to the Section 8 Minority Occupancy Distribution.

Section 8 Occupancy Patterns

	<u>% City Minority 1970</u>	<u>% City Minority Section 8 Occupancy</u>
5401	10.5%	35%
5402	5.8	4
5403	4.6	4
5404	6.4	0
5405	8.2	0
5406	9.8	27
5407	29.0	23
5408	8.4	0
5409	17.3	8
	<u>100.0%</u>	<u>100.0%</u>

To date, 102 units of Section 8 Housing are occupied of which 26 units are minority occupied. The table shows that the Section 8 occupancy patterns differ significantly from the 1970 Census data. In the case of Census Tracts 5401 and 5407, there is a conscious effort to house persons in neighborhoods in which they are most comfortable and familiar, in keeping with our policies of providing housing choice within the Neighborhood Strategy Areas.

Pursuant to the Small Cities Review Process Statement, the City of Middletown hereby claims 20 points for each of the following types of housing performance.

Meeting Larger Family Housing Assistance Needs

Within the three year housing goal statement which was submitted to HUD in mid 1978, we proposed the following: assistance to large families would total 12 homeowners and 53 renters. At this point in time, we have exceeded that goal for the former category with 17 units completed and we are close to meeting it in the latter category with 51 units completed.

Carrying Out Housing Assistance Goals From Previous HAPA

Referring again to the three year housing goal submitted to HUD in mid 1978, a total of 673 units were proposed for assistance between 1978 and 1981. The City's most recent Grantee Performance Report submitted to HUD in December of 1980 indicates substantial progress towards that goal. There are currently 477 completed units.

SECTION II

STATE'S RATING - CONSISTENCY WITH STATE GROWTH PLANS

In proposing this Comprehensive Preapplication, the City of Middletown hereby claims 25 points for consistency with State plans.

Conservation and Development Policy Plan

In February, 1979, the State of Connecticut adopted the Conservation and Development Policy's Plan for the three-year period, 1979-1982. This Plan designates a portion of the City as an Urban Center, the only such designation in Middlesex County. Urban Centers are to receive the highest development priority under this Plan. The stated strategy is: "Highest priority for affirmatively supporting rehabilitation and further development toward revitalization of the economic, social and physical environment of Urban Centers".

An additional portion of the Community is shown by the Plan as an Urban Conservation Area. This second level of development priority carries the following action strategy: "Support for maintenance of basically stable developed neighborhoods and communities, as well as intensification of development when supportive of community stability and consistent with the capacity of available urban services".

All programs proposed within this Preapplication will be located in either "Urban Centers" or "Urban Conservation Areas".

On the pages which follow are listed the six (6) programs which Middletown proposes in this Preapplication. Under each program heading are listed those specific actions from the Conservation

and Development Policy Plan which support the proposed program.

Residential Rehabilitation Program

Energy Action A.2f - explore residential programs concerning burner inspection and maintenance, minimum standards and labeling for insulation, home weatherization assistance for disadvantaged.

Energy Action E.4 - support the establishment of a comprehensive program involving funding, technical assistance and job training in the retro-fitting of existing residential structures for weatherization such as insulation, storm windows, weather stripping, etc.

Housing Action B.1 - obtain maximum continuous use of existing housing stock through expansion of programs of conservation, rehabilitation, code enforcement, conversion, training assistance, and urban homesteading.

Housing Action B.2 - support programs of stringent enforcement of housing and health codes which serve to maintain and upgrade stable residential neighborhoods and serve to rehabilitate and improve deteriorating neighborhoods.

Housing Action C.3 - promote consideration of energy efficiency and air quality in all residential construction and rehabilitation.

Housing Action D.2 - encourage and support residential construction and rehabilitation which enlarges diversity of choice with respect to location, accessibility to employment opportunities, level of community services and facilities and transportation.

Housing Cooperative Program

Population and Human Development Action B.4 - coordinate housing support programs, public transportation service improvements and economic development programs toward improvement of accessibility

to local and regional job opportunities.

Energy Action E.4 - support the establishment of a comprehensive program involving funding, technical assistance and job training in the retro-fitting of existing residential structures for weatherization such as insulation, storm windows, weather stripping, etc.

Transportation Action E.2 - promote land use densities and development in locations that are supportive of mass transportation service.

Housing Action B.1 - obtain maximum continuous use of existing housing stock through expansion of programs in conservation, rehabilitation, code enforcement, conversion, training assistance and urban homesteading.

Housing Action B.2 - support programs of stringent enforcement of housing and health codes which serve to maintain and upgrade stable residential neighborhoods and serve to rehabilitate and improve deteriorating neighborhoods.

Housing Action B.5 - increase opportunities for home ownership and equity in housing.

Housing Action C.1 - provide housing in proximity to jobs and public facilities, particularly existing public transportation and sewer and water systems.

Housing Action C.3 - promote consideration of energy efficiency and air quality in all residential construction and rehabilitation.

Housing Action D.2 - encourage and support residential construction and rehabilitation which enlarges diversity of choice with respect to location, accessibility to employment opportunities, level of community services and facilities and transportation.

Housing Action D.4d - support and strengthen local housing and

community development agencies and groups.

Housing Action D.4e - improve housing management capabilities in the public and private sectors.

Energy Programs

Economic Development Action A.2 - assess shifts in the economy, identify opportunities for strengthening the economic base and target economic development assistance to aid and making adjustments brought about by changes in technology, consumer preferences, business cycles, energy, public service needs and environmental protection.

Energy Action A.2i - conduct energy audits of major publicly-owned facilities, improve in-service training of maintenance personnel and implement \$5.0 million dollar energy oriented capital improvements.

Energy Action 3 - establish comprehensive programs of public education and conservation to reduce per capita energy demands by eliminating wasteful energy consumption practices in all sectors of the economy.

Energy Action E.6 - promote energy conservation in the business sector as a means of decreasing expenditures, generating more capital for reinvestment, and thus, creating greater economic expansion.

Housing Action C.3 - promote consideration of energy efficiency and air quality in all residential construction and rehabilitation.

CAGM Child Development Center

Population and Human Development Action B.4 - coordinate housing support programs, public transportation and service improvements

and economic development programs toward improvement of accessibility to local and regional job opportunities.

Population and Human Development Action C.1 - provide a coordinated array of services to meet the multiple needs of people, including community based and institutional services.

Population and Human Development Action C.2 - assure programs which encourage self-sufficiency.

Community Health Center

Population and Human Development Action C.3 - increase the public awareness of the efficiency and need to practice preventive health care both to cut down on rising health care costs and provide services which prevent or treat the problems before they reach the crisis state.

Population and Human Development Action C.4 - assure equitable access to services.

Removal of Architectural Barriers - Stillman Municipal Annex

Population and Human Development Action C.1 - provide a coordinated array of services to meet the multiple needs of people, including community based and institutional services.

Population and Human Development Action C.4 - assure equitable access to services

Urban Action Task Force

In the report entitled Urban Action Task Force, dated December 19, 1978, a thorough examination of State problems and potentials is given which is being used to formulate numerous State programs. The City of Middletown identifies readily with many of the problems as outlined in the report. The City also recognizes that while

this is a document for future State action, Middletown is attempting with this Preapplication to be of some assistance to itself in a way which will address some of the problems as outlined in the Task Force Report. To that end, the following discussion keys on certain portions of the Urban Action Task Force Report which are identified as problems or recommendations as they relate to the proposed programs of Middletown's Small Cities Preapplication.

Energy Programs

Because energy conservation is such a vital issue and is being addressed in this Preapplication, and further because it was a major topic of discussion in the Urban Action Task Force Report, there are many references to the plans and programs and desires for dealing with this important matter. On pages 4-17 and 4-18 of the Task Force Report, there is a discussion of the major charges by the General Assembly to the OPM Energy Division which include: "to promote conservation of all sources of energy, fuel types in both the public and private sectors; to promote efficient use of energy and to develop and deploy techniques to enhance more efficient usage of energy; and to include environmental preservation and improvement, public health and safety, social well-being and economic viability considerations in a balanced State Energy Program."

The City of Middletown is seeking to do, on a local level, that which OPM is charged with doing at the State level. To that end, this Small Cities Preapplication proposes the establishment of an Energy Office under the direct authority and control of the Mayor. On pages 4-22 and 4-23 some unmet energy needs are listed as follows: "continuing attention to energy conservation; increased

use of alternate energy sources; and careful planning to meet the State's (City's) long-term energy needs.[#] These same needs are applicable at the local level as well.

Residential Rehabilitation Program

And

Housing Cooperative Program

In the area of Heritage Conservation, the Task Force Report indicates on page 4-26 a need for "technical assistance in the preservation of architectural features and building rehabilitation". Both the Residential Rehabilitation and the Housing Cooperative Programs benefit from the expertise of the Greater Middletown Preservation Trust which is under contract to the City of Middletown to review plans and specification for any buildings which are listed as architecturally or historically important in the City of Middletown.

On pages 4-37 and 4-38, the Task Force Report notes the availability of low interest mortgage loans through CHFA to individuals to purchase and own dwelling units of up to four units. The Housing Cooperative Program has been taking advantage of the availability of such funds and estimates, based on past successes, that this current Preapplication, if funded, will generate an additional \$200,000.00 of CHFA funds.

Pages 4-40 and 4-41 are given to discussion of unmet needs in the housing field. The Residential Rehabilitation and Housing Cooperative Programs address the following: promote neighborhood conservation where ever possible; provide financial assistance where needed to avoid displacement of families and to make maximum use of the existing housing stock; promote home ownership and assure

that Federal Programs are effectively used.

Community Health Center

In discussing the need for health care facilities, the Report on page 4-34 suggests community health teams to deal with health care needs at the neighborhood level. The Community Health Center, while not fitting the precise definition as suggested in the Task Force Report, is in fact a neighborhood based community health agency, staffed by professionals in multiple facets of health and social care. Through the varied services of the Community Health Center, there is a coordinated management and delivery of human services for the low and moderate income person as discussed on pages 4-57 through 4-62. It is Middletown's belief that the continued funding of the Health Center for its medical component and for the Battered Women's Shelter is in support of these objectives for proper community and neighborhood health care.

Removal of Architectural Barriers - Stillman Municipal Annex

The Task Force Report on page 4-63 notes a need for human service integration projects, specifically the "one-stop multi-service center". The conversion of the former Stillman School to a Municipal Annex serving human service agencies is an implementation of that desire to house all human service agencies in one facility. The City of Middletown recognizes that the clientele to the Welfare Office, for example, may well also be clientele to the WIC Program. Therefore, housing these agencies in the same facility makes good efficient use of Municipal office space.

ENERGY CONSERVATION AND PRODUCTION

The City of Middletown respectfully requests of HUD that it be considered for the twenty (20) points awarded under this Pre-Application for its conservation programs outlined in the "Energy Component" of this grant (SEE Appendix C). The City believes it deserves these points based on the following information which discusses the estimated number of households whose energy efficiency will be improved and how this will be achieved.

As discussed in the narrative describing MiSER II, it is a No Cost/Low-Cost energy conservation program which provides kits to homeowners and apartment dwellers containing various conservation techniques and equipment. Because this program, unlike others utilized in other communities, is designed to address the specific needs of individual dwellings, we cannot list all measures available to each household. However, the contents of the MiSER kits include the following:

- door and window weatherstripping
- door sashes
- hot water heater jackets/covers
- pipe insulation
- electrical socket gaskets
- caulking
- heat reflectors

The chart on the following page demonstrates the estimated savings per unit to be achieved from the MiSER II project. It should be remembered that kits distributed to apartment dwellers will realize a lesser return in savings since not all of the kits' contents are applicable to apartment living.

ENERGY SAVINGS -- MiSER II

The City of Middletown estimates that the additional installations of MiSER kits under MiSER II will save about 44.5×10^9 Btu's or approximately 7,995

barrels of oil at a dollar savings of more than \$271,830 per year* to the affected residents.

* This figure would increase with inflation.

<u>Number of Units</u>	<u>Estimated Bbls Saved</u>	<u>Dollar Savings</u>
Homeowners -- 1,300 kits	5,070	\$172,380
Apartment Dwellers -- 1,500 kits	2,925	99,450
<u>TOTAL</u> 2,800 kits	7,995	\$271,830

With respect to the other portions of Middletown's "Energy Component" -- i.e., the creation of the Energy Office, tangible estimates of savings cannot be made at present. However, it can be assumed with certainty that the number of households to be reached from this aspect of the program will surpass that of the MiSER II project. This will be due, in part, to the increased effectiveness of the City's outreach conservation programs, the greater efficiency in new construction from the planned changes in zoning and building codes, greater usage of low-interest conservation loans by Middletown's citizenry, and increased usage of alternative energy resources in the residential sector.

In addition, the following goals which are set out in the Energy Committee's Report (SEE Attachment to Appendix C) and which will be undertaken by the Energy Office further demonstrate the City's leading role in ensuring a decrease in the adverse impacts of increasing energy costs and unreliable fuel supplies upon its citizenry.

In the residential sector, the City has set the goal of reducing the dependence of its housing stock on nonrenewable resources by 40% over the next five (5) years. In addition to the MiSER II project, the City hopes to establish, through its Energy Office, several other programs, including the following: 1. a program

to provide energy audits for all households to assure the widest participation in the identification of appropriate cost-effective energy reduction retrofits;

2. a home heating emergency plan to accommodate future fuel shortages;
3. a program to establish energy sensitive codes for new housing construction; and,
4. a program to manage local energy resources, primarily wood, to assure a predictable and renewable supply through the establishment of a voluntary association of energy supplies.

For the commercial, industrial and institutional sector, Middletown hopes to establish an ambitious and continuing energy management program which would identify and disseminate pertinent energy conservation and alternative energy resources information to interested commercial, industrial and institutional concerns; organize a data bank of this sector's concerns; and cooperate with utilities, state and federal government programs and private organizations to advocate and provide for energy audits either by field professionals or a reputable self-help program. To achieve these goals, the City would undertake various activities, through its Energy Office, including the following:

1. sponsor energy management programs/seminars/fairs specifically designed for this sector;
2. establish an industrial energy park as a model of future economic development serving the City's conservation and production goals;
3. establish municipal incentives for private development to design buildings and processes for energy efficiency; and,
4. establish a low-cost/no-cost program similar to the MiSER project for small businesses in the community.

Along with making improvements in the new but already successful transit (bus) system, in the transportation sector Middletown would:

1. utilize the municipal computer to promote ridesharing, transit and other transportation efficiencies as well as to monitor transportation energy usage;
2. review building codes to insure that new residential developments are designed to

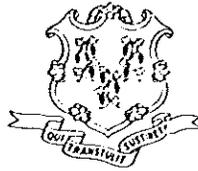
encourage efficient transit; 3. study the feasibility of pricing policies which would have a graduated tax based upon the number of cylinders or fuel consumption per auto; and, 4. investigate and study other tax-related incentives/disincentives, including incentives for businesses which promote ridesharing, vanpooling, public transit, staggered or amended working hours, etc.

The goal of the City with regard to City government itself and municipal services is to set an example for the general public in regard to energy use and energy conservation. The very presence of an Energy Office within City government would serve the functions of providing and encouraging community involvement, reviewing and recommending policies and bringing forth the enormous technical resources in the community. However, with such an office in place, the City would also propose a myriad of measures to help set the example for its citizens through, among other actions, 1. a study of the value of providing a van service pickup and return for municipal employees; 2. retrofitting municipal buildings to make use of solar energy for heating/cooling purposes and for hot water, wherever technically and economically feasible; 3. a program of seminars for maintenance personnel on energy management and planning techniques to integrate conservation into day-to-day operations; and, 4. implementation of more sophisticated financial techniques in decision-making, e.g. life-cycle costing, payback, cost-benefit analyses, for application to buildings and vehicles purchased and maintained by the City.

Although the major focus of the City's energy efforts lies with energy conservation efforts, Middletown is not ignoring the potential for alternate energy resource production and utilization within the community. The Energy Office would make every effort to fully investigate the technologies and applications involved with, for example, solar energy (passive and active), wind, hydroelectric and biomass. In this regard, it should be noted that the

City, in September of 1980, submitted a grant proposal to the U.S. Department of Energy to conduct a feasibility study on the construction of a 1.35 million gallon per year acid hydrolysis modular alcohol plant using a specially-bred poplar as feedstock. This biomass proposal is particularly interesting because the program contains three crucial elements: the production of alcohol from wood, production of fertilizer from sludge, and development of a program for the cultivation and harvesting from underutilized lands. And, it is the development of this type of proposal by the City's Energy Office which will further increase the community's energy efficiency -- to the benefit of each and every citizen within its boundaries.

On the following pages, a memorandum from the Mayor's Energy Advisor is reproduced. The memo, or report, submitted in October, 1980 is indicative of energy programs being advanced on an ad-hoc basis. The establishment of an Energy Office will provide full time attention, direction and coordination to the varied opportunities being pursued in the field of energy.



State of Connecticut

HOUSE OF REPRESENTATIVES
STATE CAPITOL
HARTFORD, CONNECTICUT 06115

REPRESENTATIVE DAVID LAVINE
ONE HUNDRETH DISTRICT

DEAD HILL ROAD
DURHAM, CONNECTICUT 06422

CHAIRMAN
ENERGY AND PUBLIC UTILITIES COMMITTEE

December 31, 1980

Honorable Michael J. Cubeta, Jr.
Mayor
City of Middletown
Office of the Mayor, Municipal Building
Middletown, Connecticut 06457

Dear Mayor Cubeta:

I have recently been informed that the City of Middletown is planning to submit a Small Cities Discretionary Grant pre-application to the federal Department of Housing and Urban Development (HUD) which proposes that a major component of the 1981 program be devoted to energy-related projects.

I wish to commend the City's diligent efforts made to date to reduce energy consumption and increase utilization of alternate energy resources within the community. Middletown's request that a portion of the SCDG HUD funding be used to establish a City Energy Office is further evidence of your City's desire to become a leader in the State in seeking local solutions to our energy problems.

Such action is certainly consistent with energy legislation developed at the State level and will serve as a model for other municipalities to strengthen the ties between state and local governments in the challenging energy field. Utilization of the remaining funds under this component of the grant request for MISER II will also make a significant impact on the community's goals of decreasing energy consumption. You and the city are to be commended for your proposal.

It is my hope that you are successful in your funding request since I am certain Middletown will be successful in its future implementation of this and other energy programs.

If there is any action which I can take in behalf of this effort, please do not hesitate to contact me. I look forward to continuing to work with you and the citizens of Middletown on energy matters.

DL/jg

Sincerely,
David Lavine

David Lavine
Chairman



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT

January 5, 1981

Honorable Michael J. Cubeta, Jr.
Mayor
City of Middletown
Office of the Mayor, Municipal Bldg.
Middletown, CT 06457

Dear Mayor Cubeta:

It is my understanding that the City of Middletown is planning to submit a Small Cities Discretionary Grant Pre-Application to the Federal Department of Housing and Urban Development which requests that approximately \$120,000 of the total grant request be used for energy-related purposes.

First of all, I want to commend the City's already diligent efforts directed at reduction of energy consumption and utilization of alternate energy resources within the community. Furthermore, Middletown's request that a portion of this HUD money be used to assist in the establishment of a City Energy Office is further evidence of Middletown's desire to be a leading community in the State for solving our energy problems and realizing our vast potential in this field. It is this type of action that provides strong ties between federal, state and local agencies in focusing in on our energy situation.

This letter is to let you know that I lend my support to your request. Such an Energy Office in your city is a fine example of strong community involvement which the state government endorses as a means of confronting the challenges in our energy future. In addition, it dovetails with the State's concepts for a comprehensive statewide energy plan and certainly lends itself toward the formulation of a sound liaison of state and local governments for facing our problems and possibilities. The use of the additional monies within this "energy component" of your grant request for the MiSER Program and other housing/energy-related projects is also to be commended.

I wish you the best of luck in securing these funds and I feel certain that HUD will also realize the importance of what you have proposed. I look forward to following Middletown's efforts in this area and working with you and your community in the months ahead.

Sincerely,

A handwritten signature in dark ink, appearing to read "Thomas H. Fitzpatrick".

Thomas H. Fitzpatrick
Undersecretary for Energy

THE/j

Phone

80 Washington Street — Hartford, Ct. 06115

An Equal Opportunity Employer

MEMORANDUM FOR: Mayor Michael J. Cubeta, Jr.
Common Council Members
Energy Committee

FROM: Howard Brown

As the summer has drawn to a conclusion, I would like to take this opportunity to review Middletown's energy program in relation to the Energy Committee's report and recommendations. As you know, after the first of September, I will be limiting my time, to the City, to seven hours per week.

I believe we have accomplished an enormous amount in the two and one-half months since the completion of the Energy Committee's report and that the City is embarking on a critical transition stage in its energy program. A number of programs are now being implemented and other are in various stages of development. I am pleased with what has been accomplished in these few months, given the limitations of staff time, and am proud of the fact that I have been able to play a role in starting a number of programs that can be carried out with minimal or no activity on my part.

It is a tribute to the community that there are so many people with such diverse interests and expertise who are willing to volunteer their efforts and who are committed to carrying out our energy programs. My role has been primarily that of an initiator, motivator, catalyst and technical resource. If energy conservation is to become a reality in Middletown, however, I believe it is this community spirit that must serve as the basis of an ongoing program. My experience with individuals and groups, both in city government and outside in the larger community, has been extraordinarily positive and has been an extremely rewarding aspect of my work.

I am also pleased to report that, as we had hoped, the City is achieving Statewide and national recognition as a leader in energy planning. The attached report is a review of the energy program in Middletown, to date, and I have arranged it to follow the basic organizational categories of the committee's report. This structure will make it easier to measure our progress.

MUNICIPAL GOVERNMENT

1. Vehicle Management. As discussed in the Energy Committee's report, one of the largest users of energy in City government is its vehicle fleet. One of the first tasks that I undertook was a review of the City's vehicle situation. I found that there are four major areas affecting energy use by City-owned vehicles:

- a) the setting of specifications and requirements;
- b) purchasing and bidding procedures;
- c) maintenance procedures;
- d) use and driving practices;

Each of these is discussed below. In addition, the Mayor asked me to look into overall fleet management techniques as they relate to energy use. In the last three months, I have done some preliminary investigation and work toward implementation in each of the areas listed. A summary of the progress, to date, is provided below. After a review of various city and state policies elsewhere, government and other technical documents on vehicle management and other materials, I have recommended to the Mayor, that a vehicle staff committee be established within City government to perform several functions:

- a) review and recommend overall vehicle policy;
- b) set standardized specifications for vehicle purchase;
- c) review for approval requests for variations from standard specifications;
- d) oversee bidding and review bidding results;

The committee's overall charge should be to balance the need for strict and continuously improving energy conservation. The committee has now been appointed by the Mayor and is meeting regularly to evaluate and act on the following recommendations:

A) Vehicle Purchasing - John Makrogianis of the Energy Committee, and I have reviewed various systems for life-cycle costing of vehicles. This means that bidding will be based, not solely on the purchase price of the vehicle, but on the purchase price, plus the estimated lifetime fuel expenditures. Based on the experience of ten states and many municipalities across the country, as well as private enterprise, life-cycle costing has saved thousands and thousands of dollars for vehicle purchasers. The formula has been prepared and subsequent materials for distribution to dealers explaining the process have been accepted by the Mayor and Jim Reynolds, Finance Director. It will, therefore, be a part of all future bidding. I hope that in the future, the formula can be expanded to include projected maintenance costs, as well as

purchase and gasoline costs. Though this program has already been implemented, the committee will have the responsibility of ensuring proper use of life-cycle costing formulas and of the review of submitted bids.

- B) Specifications - the committee will have the responsibility for setting and establishing standardized specifications for vehicles. After review of vehicle policies in other private, state and local governments and reviewing gasoline consumption data for various vehicles, I am recommending to the committee that henceforth, no vehicles be purchased by the City, larger than compact size. Only compact and sub-compact vehicles need be purchased for the carrying out of most City tasks. In special exceptions (i.e., for carrying equipment, carrying police department prisoners), the committee may choose to permit deviation from the general rule. All vehicles should be ordered with radial tires which can increase gasoline efficiency by as much as five percent, and with gas-efficient engines. Other specifics should be set by the committee, as well.
- C) Maintenance - James Dray, my student at Wesleyan's Science in Society Program, and I have reviewed numerous communities' vehicle maintenance programs and have obtained from the City of Bloomfield, a computer program on tape compatible with the City's new computer. The program available, contains a complete vehicle maintenance program and we have obtained from Bloomfield and from various other agencies, copies of reporting procedures and systems compatible with that program. A terminal is being installed in the Public Works Department and Jim Dray and I will begin experimenting with this program within the next few weeks to modify it to match Middletown's specific needs. When complete, the maintenance program could be, not only effective in saving money for the City in energy consumption, but in man hours, vehicle life and in overall government management practices. By using the computer program, more accurate records will be kept on each car's maintenance and weekly records will be provided by the computer to the shop managers, telling them which cars are scheduled for what maintenance, to help establish a systematic calendar. The computer program will also allow a reviewer to determine which cars are being utilized most effectively, whether gas mileage is increasing or decreasing on given vehicles and whether vehicle use is being abused by car users.
- D) Vehicle Use - when the rest of the vehicle efficiency program is in place, it will be necessary to hold a series of workshops for all drivers of City vehicles to help them understand methods and techniques of driving that can sufficiently

reduce energy consumption. Joe Serra of the City's Public Works Department attended a seminar in Hartford and has returned with a set of materials that I have combined with others I have assembled. These materials can be used in a driver-education program. I have also spoken with representatives of the regional Department of Energy and the State Energy Office to request their help when conducting appropriate seminars.

E) Vehicle Fleet Operation - the final remaining area of vehicle management which needs to be investigated is the question of vehicle assignments. I have reviewed the past studies on vehicle fleet assignments in Middletown and have looked at other agencies' approaches to this problem. I have concluded that some form of vehicle management could be a valuable money-saving addition to the City's efforts to improve its overall management practices. Inadequate records are currently maintained as to the degree to which individuals pay for their own gasoline when cars are driven home at night, whether or not the cars are used for private purposes, and how much of the total mileage accumulated on each vehicle is the result of private use. While not all of the issues related to fleet management are energy issues, as a planner, I have looked at the range of questions in a preliminary way. One serious energy-related question is the degree to which appropriate vehicles are assigned to appropriate tasks. The City might get by with fewer station wagons and larger trucks, for example, through a pool assignment practice. From a cost-saving point of view and a public trust point of view, certainly, the practice of individuals driving home their vehicles when they are commuting out of town should be eliminated. I have recommended to the committee, that in order to determine whether a City-wide vehicle pool is justified or more advantageous than some modification of the existing vehicle assignment program, a survey of all automobile users in the city government be undertaken in order to determine how much vehicles are in use. Information should also be obtained on mileage estimates, personal versus official business mileage estimates, hours of use, types of use and vehicles, etc., so that the committee may determine whether or not a pool is a viable option.

2. Buildings. The operation of buildings to improve energy efficiency is also of prime concern. I have taken steps in the last several weeks to see that work begins

more intensively on energy conservation in municipal buildings. While considerable work has already been undertaken, there remains no technique or method by which the City can evaluate its success in reducing energy consumption. This is because the time and quantitative tools have not been made available in a simple usable form to the individuals in city government to make that evaluation. I am helping organize a project under a grant to the New England Innovation Group from the Department of Energy and the Navy Underwater Sea Laboratory. This grant is designed to develop simple usable techniques for allowing municipalities ways to evaluate energy use over a series of years in their buildings and facilities. Under the grant application, Middletown's City Hall would be utilized to test the technique for evaluation purposes. Essentially, the grant would pay for the development and testing of the technique in City Hall. A successful program could result in City Hall becoming a model on which the State Energy Division would base a State-wide program of municipal government building evaluation of energy efficiency. This program could enable us to save much of the \$2,500.00 allocated under the Winter Energy Plan for a building audit of the Municipal Building. These funds might then be used for auditing other buildings such as the Stillman Municipal Annex. In addition, the Mayor has requested Louis Nocera, the City's plumbing inspector, to participate in an auditors training program under the Schools, Hospitals and Local Governments Program funded by DOE and administered by the State. This program will not only provide the City with a trained auditor but will make the City eligible for loans and grants for conservation programs.

3. Waste Management And Resource Development. There are numerous areas in which the City can become involved in encouraging the development of energy conservation and energy production within its borders. I have become involved, to date, in areas of solid waste, energy recovery, recycling, sewage treatment and alcohol production. As a result of the efforts going on in all of these areas, a plan is developing in the City which I feel may be the most comprehensive energy development program for a city its size in the country. I will briefly describe the progress, to date, in the planning for each of these areas and then include a brief summary of the integrated approach.

A) Solid Waste - since I have become involved in the Solid Waste Committee's program, the group has been restructured and new efforts were made to approach Pratt and Whitney at the highest levels to reopen the doors for negotiation of a steam energy recovery plant from solid waste. Subsequently, Pratt and Whitney has given its tentative approval to move forward with planning for such a facility.

I have recommended to the Mayor and members of the Energy Committee, that Guy Russo of the Water and Sewer Department, be appointed to carry a major responsibility in coordinating this effort for the City, with Steve Holmes of the Midstate R.P.A. The Solid Waste Committee should continue to serve in an advisory capacity to this project. The process of negotiations is now underway.

My own assessment of the options convinces me that this is a considerably more attractive option for the City than participation in the Midstate CRRA Project.

B) Recycling And Resource Recovery - I have organized an ad hoc committee within the community and city government to study the possibilities for a comprehensive waste recycling program. Such a program would not only have the benefits of saving valuable energy and material resources for the nation and carry it with the potential to be a financially sound enterprise within the community, but also has the potential to significantly reduce the size of the waste stream, thereby reducing the necessary capital investment in the steam energy recovery plant for combustion. The group that has been formed includes private citizens, representatives of the existing paper recycling program, Guy Russo and Steve Holmes of Midstate Regional Planning Agency. The group has visited various recycling programs, studied previously proposed programs in the Midstate area, as well as programs in other communities, and is developing a comprehensive resource recovery program which can be integrated into the overall waste management program of the City. It could be implemented in a series of steps during the next five years. I am working with members of the committee to prepare and report on its work. If such a recycling program is designed now, it can be easy to implement and extremely cost-effective. The program in New London operates entirely in the black from the return on newspaper and cardboard. The program would show a larger profit if it included the value of bottles and cans. If such planning does not take place concurrently with the plan for an energy recovery system, recycling may be permanently designed out as a cost-effective option in Middletown's future.

C) Fuels From Biomass: Sewage And Agriculture - A summary of the gross potential for production of methane gas from the City's Sewage Treatment Plant is provided in the energy report. Guy Russo prepared this brief summary for the report which demonstrates the potential of producing methane gas from raw sewage sludge as a significant resource for the area. I have become convinced of the cost effectiveness and importance of undertaking a project of this nature. The methane potential can conservatively be estimated to be enough to not only completely

make the plant itself self-sufficient, saving the City hundreds of thousands of dollars a year, but the potential to produce a significant amount (at least 3,000,000 kilowatt hours a year) of electricity which could provide a continuous increasing income to the City. After a preliminary investigation of the options of using digester gas, Guy Russo and I believe in the viability of the idea of producing electricity for sale either to the utility under the State's new cogeneration law or to a specific user at retail. This approach can be an innovative solution to reducing the costs of gas production from sewage by eliminating the need for large compression and storage equipment. Further, I have established a committee to look into further uses of residual material after the digestion process. The committee consists of Bruce Spaman, a Middletown resident and professional forester; Mark Masselli of the Community Health Center; Guy Russo; myself and Garry Yohe of the Wesleyan Department of Economics. This group has developed a preliminary plan to utilize the nutrient-rich post digestion sludge for application to some of the nearly 2,700 acres of unused and marginal farmland in Middletown or other land in the surrounding area. This sludge would be recombined with the potassium-rich waste ash from a Pratt and Whitney solid waste energy recovery plant to form a fertilizer base for the production of energy crops. Preliminary investigation of the variables contributing to the determination of the appropriate crop leads us to believe that hybrid poplar trees are the appropriate plants for harvesting as scrub on this land. The application of the sewage from the treatment plant landfill (otherwise the ultimate destination of the ash) and further reduce the capital investment necessary for the energy recovery plant (otherwise the recipient of the sewage waste) and would increase the lifetime of the existing landfill. According to the preliminary planning, poplar trees would be harvested biannually, yielding a wood chip material that could be used in alcohol production (at least 1,000,000 gallons of methanol a year), or as a solid fuel for local industries or institutions. We have begun to look at land ownership, land use schemes and other techniques for this program.

- D) Forest Management - As part of the overall energy supply picture, we plan to look, at least in a preliminary way, at the more than 10,000 acres of forest land within the City's borders to determine what, if any, sound management practices could be instituted by private owners which would simultaneously yield a significant energy resource for the community and at the same time, improve the quality of the original forest land.

THE RESIDENTIAL SECTOR

In the last four months, I have been working with various City staff members, agency directors and community agencies to design and implement several new residential energy conservation programs, coordinate existing programs and to help expand and improve others. To date, the following steps and actions have been taken.:

1. The Establishment Of An Ad Hoc Residential Energy Planning Committee. With the help of Gerry Roccapriore in the Mayor's office, I convened the first of several meetings of representatives of all of the City and community agencies involved in housing and concerned with energy. The committee decided to take the following initial steps to reduce redundancy and waste and improve coordination and service for the residents of the community:

- A) Compile a complete listing of all energy programs in the community, their targets, population, eligibility, available funding, sources of funding, income or restrictive guidelines and other useful information that can be shared by the various organizations. This listing will aid the agencies in directing residents to the most appropriate programs and will assist each agency to develop a cooperative and working relationship.
- B) Discuss the ways in which energy conservation and planning can be integrated into the activities of each of the various housing agencies.
- C) Hold preliminary discussions on the development of a long-range residential energy conservation plan for Middletown.

2. Work For The Establishment And Design Of A Low Cost/No Cost Energy Conservation Plan. With Mark Masselli of the Community Health Center and Gerry Roccapriore, I worked on the negotiations for, and the development of, the low cost/no cost energy conservation program which is not a fully operative program funded by numerous State and Federal agencies. The program, with Eric Segal, a full-time, six-month coordinator, will seek to reach 1,000 homes in Middletown with a no cost or low cost-sharing (depending on income) energy conservation materials packet. I feel that the program designed and operative in Middletown, is one of the most creative amongst the eighteen cities chosen in this experimental program. Eric Segal, the Program Director, and Mark are now preparing an application for second round funding for the program.

3. The Establishment Of An Energy Loan Program. The Energy Committee report recommended that the City of Middletown use its bonding power to undertake a low-interest loan program to help homeowners finance conservation and alternative energy sources.

I have worked with Guy Mazzotta of the Greater Middletown Community Corporation and representatives of the Connecticut Housing Investment Fund, which currently administers the State's low interest loan program, to set up a special loan counseling program for Middletown citizens to utilize the State loan opportunity and other available energy programs. This program, which could have a considerable impact on energy conservation and save money for Middletown residents, will be operated by GMCC under Guy Mazzotta's supervision. Under the plan, Middletown residents wishing to borrow money at 6.5% for energy conservation, can apply to GMCC to obtain an audit for low or no/cost. The program will be coordinated with the utilities Conn-Save audit program, with a simplified computerized audit I have been developing with Wesleyan student, James Dray, and with the Home Maintenance Corporation of New Haven. By using one of the available audit processes, residents will be able to determine which conservation or alternative energy measures would be most cost-effective for their homes. GMCC staff would then counsel people on the loan application process and arrange for interviews and for the processing of the State loan application. We feel that with adequate publicity, 100 to 200 Middletown homeowners could take advantage of this program in the next twelve months. GMCC will also be able to direct homeowners to other programs such as CAGM's weatherization program, Low Cost/No Cost, Housing Equity and their own rehabilitation programs. Additionally, GMCC will provide information to homeowners on how to take advantage of various Federal and State tax incentives for energy conservation. Materials on this subject will be provided to us by Representative David Lavine and his staff, of the State Energy and Public Utilities Committee.

4. Planning For Expansion Of GMCC's Rehabilitation Program To Include An Innovative Energy Component. I have been working with Guy Mazzotta to develop a program of housing rehabilitation which will include low cost and innovative passive solar energy techniques to be funded by various Federal energy programs. To initiate and demonstrate our efforts in this area, several houses will be retrofitted, utilizing funds from the 1980 Small Cities CDBG housing rehabilitation program.

5. Encouragement Of A Middletown Energy Fair. As an outgrowth of the initial ad hoc residential committee meetings, members of the Middletown Board of Realtors came forward, offering to coordinate a Middletown Energy Fair which would be designed to provide an opportunity for Middletown residents to see and learn about energy conservation and alternative energy sources. This fair will be held at Woodrow Wilson High School on October 11th.

6. Research On Methods For Encouraging Landlords To Undertake Energy Conservation.

We have been researching techniques and mechanisms for encouraging landlords who currently pass energy costs on to tenants, to engage in energy conservation activities. We are also compiling a listing of energy conservation and grant programs available from Federal and State agencies.

7. Zoning And Code Enforcement For Energy Utilization. The Midstate Regional Planning Agency has received a grant from the Department of Energy to work with the Town of Portland on the revamping of its zoning and other housing codes to bring them into synchronization with the most up-to-date understanding of alternative energy and conservation principles. I have arranged for George Reif of the City's Planning Department to participate in this program and thereby evaluate Middletown's building, planning, zoning and housing codes by the same measures. I will be working with George during the year to update the City's codes consonant with this process.

8. Residential Energy Use Model. I have been supervising Wesleyan student, Roland Sauerman, in the construction of a detailed computer model of the City's housing stock and residential energy use. The model will be of use in planning energy programs, raising funds for programs and has already been used in the design of kits in the Low Cost/No Cost MiSER Program.

The City is in the process, at present, of submitting at least four applications for Federal funding for energy programs not heretofore available to it. These include the synthetic fuels program for feasibility studies for the biomass program, the Department of Building and Community Systems for the overall development and refinement of the community energy plan, the New England Innovation Group, for the development of the building maintenance system, the Department of Housing and Urban Development for an innovative passive solar energy and conservation program, and to the United Way and the Federal Action Program for further funds for expansion and development of the Low Cost/No Cost program. New programs already underway include the integration of energy conservation funds under the Small Cities Grant through the Greater Middletown Community Corporation, the Low Cost/No Cost program funded by the Federal ACTION Agency and the Department of Energy, the local recycling program utilizing equipment supplied by Wesleyan University. In addition, a special program utilizing the State low-interest loans for energy conservation has already been established at GMCC. I have also been working with Wesleyan, Science in Society student, James Dray, on the development of a computer model of the entire community for simulation and testing of further plans.

CONCLUSION

() This is only a partial listing of the activities which have been initiated in Middletown but I hope it will serve as a demonstration of what is possible. I believe we have only begun to tap the human resources of this community in this effort to follow up the work of the Energy Committee.

We are now applying for a series of grants and other funding in order to attract a significant amount of Federal and other dollars to Middletown for energy programs, and to tie together the unique institutional resources of the community in this effort. As I have said in the past, I believe that Middletown is already becoming a national model in energy and that this work will result in major economic benefits in the coming years.

CITIZEN PARTICIPATION ASSURANCES



City of Middletown

TELEPHONE 347-4671

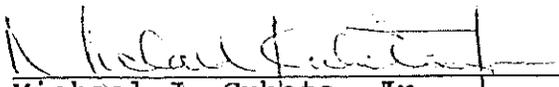
DEKOVEN DRIVE, MIDDLETOWN, CONNECTICUT 06457

January 5, 1981

Department of Housing and Urban
Development
One Financial Plaza
Hartford, Connecticut 06103

This is to certify that the City of Middletown has complied with the Citizen Participation Requirements of CFR 570.431 and has done the following:

1. Developed and followed a written Citizen Participation Plan, which at present deals with all the requirements of 570.431(b) for submitting a preapplication for Small Cities funding.
2. Held public hearings on November 19, 1980, December 17, 1980 and December 30, 1980 which, at a minimum, cover the requirements of 570.431(c)(1).



Michael J. Cubeta, Jr.
MAYOR
City of Middletown

1/5/81

Date

U.S. Department of Housing and Urban Development

Community Development Block Grant
Entitlement Grants Program
Assurances

The applicant hereby assures and certifies that:

(a) It possesses legal authority to apply for the grant, and to execute the proposed program.

(b) Its governing body has duly adopted or passed as an official act a resolution, motion or similar action authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

(c) It has complied with all the requirements of OMB Circular No. A-95 as modified by 24 CFR 570.310 and that either:

(1) Any comments and recommendations made by or through clearinghouses are attached and have been considered prior to submission of the application; or

(2) The required procedures have been followed and no comments or recommendations have been received.

(d) Prior to submission of its application, the applicant has:

(1) Prepared a written citizen participation plan, which:

(i) Provides an opportunity for citizens to participate in the development of the application, encourages the submission of views and proposals, particularly by residents of blighted neighborhoods and citizens of low- and moderate-income, provides for timely responses to the proposals submitted, and schedules hearings at times and locations which permit broad participation;

(ii) Provides citizens with adequate information concerning the amount of funds available for proposed community development and housing activities, the range of activities that may be undertaken, and other important program requirements;

(iii) Provides for public hearings to obtain the views of citizens on community development and housing needs; and

(iv) Provides citizens with an opportunity to submit comments concerning the community development performance of the applicant.

(2) Followed this plan in a manner to achieve full participation of citizens in development of the application. The applicant shall also follow this plan to achieve full citizen participation in all other stages of the program.

(e) Its chief executive officer or other officer of applicant approved by HUD:

(1) Consents to assume the status of a responsible Federal official under the National Environmental Policy Act of 1969 insofar as the provisions of such Act apply to 24 CFR 570;

(2) Is authorized and consents on behalf of the applicant and himself to accept the jurisdiction of the Federal courts for the purpose of enforcement of his responsibilities as such an official.

(f) The Community Development Program has been developed so as to give maximum feasible priority to activities which will benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight.

[The requirement for this certification will not preclude the Secretary from approving an application where the applicant certifies, and the Secretary determines, that all or part of the Community Development Program activities are designed to meet other community development needs having a particular urgency as specifically explained in the application in accordance with §570.302(f).]

(g) It will comply with the regulations, policies, guidelines and requirements of OMB Circular No. A-102, Revised, and Federal Management Circular 74-4 as they relate to the application, acceptance, and use of Federal funds under 24 CFR 570.

(h) It will administer and enforce the labor standards requirements set forth in 24 CFR 570.605 and HUD regulations issued to implement such requirements.

(i) It will comply with all requirements imposed by HUD concerning special requirements of law, program requirements, and other administrative requirements, approved in accordance with OMB Circular No. A-102, Revised.

(j) It will comply with the provisions of Executive Order 11296, relating to evaluation of flood hazards and Executive Order 11288 relating to the prevention, control, and abatement of water pollution.

(k) It will require every building or facility (other than a privately owned residential structure) designed, constructed, or altered with funds provided under 24 CFR 570 to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by, the Physically Handicapped," Number A-117.1-R 1971, subject to the exceptions contained in 41 CFR 101-19.604. The applicant will be responsible for conducting inspections to insure compliance with these specifications by the contractor.

(l) It will comply with:

(1) Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352), and the regulations issued pursuant thereto (24 CFR Part 1), which provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this assurance. If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the applicant, this assurance shall obligate the applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits.

(2) Title VIII of the Civil Rights Act of 1968 (Pub. L. 90-284), as amended, administering all programs and activities relating to housing and community development in a manner to affirmatively further fair housing; and will take action to affirmatively further fair housing in the sale or rental of housing, the financing of housing, and the provision of brokerage services.

(3) Section 109 of the Housing and Community Development Act of 1974, and the regulations issued pursuant thereto (24 CFR Part 570.601), which provides that no person in the United States shall, on the grounds of race, color, national origin, or sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any program or activity funded in whole or in part with funds provided under 24 CFR 570.

(4) Executive Order 11063 on equal opportunity in housing and nondiscrimination in the sale or rental of housing built with Federal assistance.

(5) Executive Order 11246, and the regulations issued pursuant thereto (24 CFR Part 130 and 41 CFR Chapter 60), and Section 4(b) of the Grant Agreement, which provides that no person shall be discriminated against on the basis of race, color, religion, sex or national origin in all phases of employment during the performance of Federal or federally assisted construction contracts. Contractors and subcontractors on Federal and federally assisted construction contracts shall take affirmative action to insure fair treatment in employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination, rates of pay or other forms of compensation and selection for training and apprenticeship.

(m) It will comply with Section 3 of the Housing and Urban Development Act of 1968, as amended, requiring that to the greatest extent feasible opportunities for training and employment be given to lower-income residents of the project area and contracts for work in connection with the project be awarded to eligible business concerns which are located in, or owned in substantial part by, persons residing in the area of the project.

(n) It will:

(1) To the greatest extent practicable under State law, comply with Sections 301 and 302 of Title III (Uniform Real Property Acquisition Policy) of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and will comply with Sections 303 and 304 of Title III, and HUD implementing instructions at 24 CFR Part 42; and

(2) Inform affected persons of their rights and of the acquisition policies and procedures set forth in the regulations at 24 CFR Part 42 and §570.602(b).

(o) It will:

(1) Comply with Title II (Uniform Relocation Assistance) of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and HUD implementing regulations at 24 CFR Part 42 and §570.602(a);

(2) Provide relocation payments and offer relocation assistance as described in Section 205 of the Uniform Relocation Assistance Act to all persons displaced as a result of acquisition of real property for an activity assisted under the Community Development Block Grant program. Such payments and assistance shall be provided in a fair and consistent and equitable manner that insures that the relocation process does not result in different or separate treatment of such persons on account of race, color, religion, national origin, sex, or source of income;

(3) Assure that, within a reasonable period of time prior to displacement, comparable decent, safe and sanitary replacement dwellings will be available to all displaced families and individuals and that the range of choices available to such persons will not vary on account of their race, color, religion, national origin, sex, or source of income; and

(4) Inform affected persons of the relocation assistance, policies and procedures set forth in the regulations at 24 CFR Part 42 and 24 CFR 570.602(a).

(p) It will establish safeguards to prohibit employees from using positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.

(q) It will comply with the provisions of the Hatch Act which limits the political activity of employees.

(r) It will give HUD and the Comptroller General through any authorized representatives access to and the right to examine all records, books, papers, or documents related to the grant.

(s) It will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the program are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify HUD of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.

(t) It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973. Pub. L. 93-234, 87 Stat. 975, approved December 31, 1973. Section 103(a) required, on and after March 2, 1974, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area, that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.

(u) It will, in connection with its performance of environmental assessments under the National Environmental Policy Act of 1969, comply with Section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. 470), Executive Order 11593, and the Preservation of Archeological and Historical Data Act of 1966 (16 U.S.C. 469a-1, et. seq.) by:

(1) Consulting with the State Historic Preservation Officer to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the proposed activity, and

(2) complying with all requirements established by HUD to avoid or mitigate adverse effects upon such properties.

STATUS REPORT CONCERNING GRANTEE PERFORMANCE

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

GRANTEE PERFORMANCE REPORT

1. GRANTEE NAME AND ADDRESS

City of Middletown, Connecticut
Municipal Building
Middletown, Connecticut 06457

2. DATE OF PERIOD COVERED
BY REPORT

FROM: 4/15/80
TO: 11/30/80

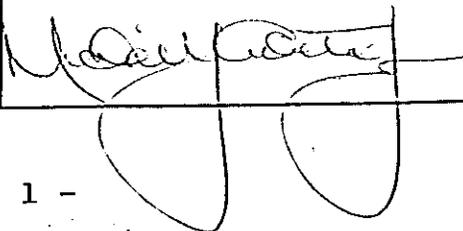
3. THE GRANTEE CERTIFIES THAT:

- (a) To the best of its knowledge and belief the data in this report was true and correct as of the date in Item 2.
- (b) The records mentioned in 24 CFR Part 570.907 are being maintained and will be made available upon request.
- (c) Federal assistance made available under the CDBG Program is not being utilized to reduce substantially the amount of local Financial Support for community development activities below the level of such support prior to the start of the CDBG Program Year.

TYPED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Michael J. Cubeta, Jr.
Mayor

SIGNATURE



TELEPHONE NO.
(Include Area Code)
(203) 347-4671 x200

DATE

1/5/81

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

I. PROGRESS ON PLANNED ACTIVITIES

GRANTEE NAME		DATE	PERSON WHO CAN BEST ANSWER QUESTIONS ABOUT FORM					HUD GRANT IDENTIFICATION NO			
City of Middletown, Connecticut		1/5/80	William M. Kuehn, Jr.					B-80-DN-09-0005			
NO.	DESCRIPTION	YEAR BEGUN	CENSUS TRACT	ORIGIN	CURRENT ESTIMATED COMPLETION DATE	RELATED BUDGET LINE ITEM	AMOUNT				
							CURRENT ESTIMATED COST	OBLIGATED		EXPENDED	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	CURRENT PROGRAM YEAR (9)	LIFE OF PROGRAM (10)	CURRENT PROGRAM YEAR (11)	LIFE OF PROGRAM (12)
1	Smoke Dectector System -- Sbona Towers	1st	5 4 0 7	A	2/77	2	68,914	--	68,914	--	68,914
2	Recreation Equipment For Housing Projects	DR	5 4 0 2 5 4 0 9	A	DR	--	--	--	--	--	--
3	Community Health Center	1st	5 4 0 1	E	9/81	9	104,326	10,000	104,326	29,350	94,326
4	U.P.R.O.S.E.	1st	5 4 0 1	A	8/76	9	8,691	--	8,691	--	8,691
5	Project Turtle	1st	5 4 0 7	E	9/80	9	52,923	--	52,923	5,254	52,923
6	Monday Night Club	1st	5 4 0 7	A	11/76	9	2,000	--	2,000	--	2,000
7	Concerned Tenants Organization	1st	5 4 0 4 5 4 0 7 5 4 0 9	A	8/77	9	15,000	--	15,000	--	15,000
8	Rehabilitation Program Administration	1st	5 4 0 1 5 4 0 6 5 4 0 7	E	--	14	200,000	20,315	158,215	22,398	141,465
9	Rehabilitation Loans and Grants	2nd	5 4 0 1 5 4 0 6 5 4 0 7	E	--	4	1,000,000	150,310	824,430	96,803	674,432
10	Special Studies To Determine Needs of Low Income Persons	DR	A	A	DR	--	--	--	--	--	--

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

I. PROGRESS ON PLANNED ACTIVITIES

GRANTEE NAME		DATE	PERSON WHO CAN BEST ANSWER QUESTIONS ABOUT FORM					HUD GRANT IDENTIFICATION NO						
City of Middletown, Connecticut		1/5/80	William M. Kuehn, Jr.					B-80-DN-09-005						
NO.	DESCRIPTION	YEAR BEGUN	CENSUS TRACT		ORIGIN	CURRENT ESTIMATED COMPLETION DATE	RELATED BUDGET LINE ITEM	AMOUNT						
								CURRENT ESTIMATED COST	OBLIGATED		EXPENDED			
(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)	CURRENT PROGRAM YEAR (9)	LIFE OF PROGRAM (10)	CURRENT PROGRAM YEAR (11)	LIFE OF PROGRAM (12)		
21	Long River Village Modernization	3rd	5	4	0	9	A	1/79						
	(a) Window Replacement	"	5	4	0	9	A	10/78	4	191,671	--	191,671	--	191,671
	(b) Insulation	"	5	4	0	9	A	12/78	4	61,241	--	61,241	--	61,241
	(c) Doors and Hardware Replacement	"	5	4	0	9	A	1/79	4	175,008	--	175,008	--	175,008
	(d) Project Administration	"	5	4	0	9	A	1/79	14	8,200	--	8,200	--	8,200
	(e) A/E Fees	"	5	4	0	9	A	1/79	13	32,000	--	32,000	--	32,000
22	Main Street Residential Rehabilitation	3rd	5	4	0	1	C	9/81						
	(a) Loans and Grants	"	5	4	0	1	C	9/81	5	312,500	1,988	166,988	121,588	166,988
	(b) Program Administration	"	5	4	0	1	C	9/81	14	54,500	29,500	54,500	33,587	49,260
	(c) Contingencies	"	5	4	0	1	C	9/81	17	25,000	10,000	20,000	2,211	10,000
23	Low and Moderate Income Housing Cooperatives	4th	A				A	10/81						
	(a) Administration	"	A				A	10/81	14	39,000	12,000	39,000	4,762	16,172
	(b) Acquisition, Rehab., and Relocation	"	A				A	10/81	1	280,000	75,000	280,000	47,367	95,882
	(c) Operating and Replacement Reserve	"	A				A	10/81	17	47,680	8,000	47,680	--	4,423
24	Update Sanborn Maps	4th	A				B	4/79	13	2,967	--	2,967	--	2,967
25	Downtown CDBG Report	4th	5	4	0	1	B	5/80	13	6,837	--	6,837	--	6,837
			5	4	0	7								
26	Off-Street Parking and Open Space	4th	5	4	0	1	A	9/81						
	(a) Acquisition	"	5	4	0	1	A	9/81	1	131,000	32,463	98,444	32,463	130,907
	(b) Demolition	"	5	4	0	1	A	9/81	4	5,000	--	--	--	--
	(c) Relocation	"	5	4	0	1	A	9/81	12	9,000	4,370	4,370	4,370	4,370
	(d) Administration	"	5	4	0	1	A	9/81	14	20,000	--	15,955	--	15,955
	(e) Development	"	5	4	0	1	A	9/81	2	20,000	--	--	--	--

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

I. PROGRESS ON PLANNED ACTIVITIES

GRANTEE NAME		DATE	PERSON WHO CAN BEST ANSWER QUESTIONS ABOUT FORM					HUD GRANT IDENTIFICATION NO				
City of Middletown, Connecticut		1/5/81	William M. Kuehn, Jr.					B-80-DN-09-005				
NO.	DESCRIPTION	YEAR BEGUN	CENSUS TRACT	ORIGIN	CURRENT ESTIMATED COMPLETION DATE	RELATED BUDGET LINE ITEM	AMOUNT					
							CURRENT ESTIMATED COST	OBLIGATED		EXPENDED		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	CURRENT PROGRAM YEAR (9)	LIFE OF PROGRAM (10)	CURRENT PROGRAM YEAR (11)	LIFE OF PROGRAM (12)	
27	Restoration of Historic Asset	4th	5 4 0 1	A	10/81							
	(a) Acquisition	"	5 4 0 1	A	10/81	1	125,000	125,000	125,000	125,000	125,00	
	(b) Administration	"	5 4 0 1	A	10/81	14	2,000	1,529	1,529	1,529	1,529	
	(c) Relocation	"	5 4 0 1	A	10/81	12	8,000	--	--	--	--	
28	Fair Housing Advertising	5th	A	A	4/81	13	2,000	--	--	--	--	
29	Comprehensive Planning	5th	A	A	4/81	13	7,300	7,000	7,000	--	--	
30	Main Street Firehouse Renovation	5th	5 4 0 1	A	3/81	2	24,000	11,543	11,543	--	--	
31	Housing Authority Smoke Detectors	5th	A	A	2/81	2	38,400	--	38,400	2,830	9,627	
32	Child Development Center	6th	5 4 0 7	A	4/81	2	7,000	--	--	--	--	
33	Senior Center Airconditioning	6th	5 4 0 7	A	6/81	2	16,000	--	--	--	--	
34	Sbona Towers Security System	6th	5 4 0 7	A	6/81	2	12,000	--	--	--	--	
35	Housing Site Acquisition	6th		A	9/81	1	65,000	--	--	--	--	

Attachment to Form HUD-4070 (1-76)

Supporting Narrative Concerning Progress on Planned Activities

1. Smoke Detector System -- Sbona Towers

Project Complete

2. Recreational Equipment For Housing Projects

Project Complete

3. Community Health Center

Fifth year funds, totalling \$29,350 have been completely expended. With the receipt of the 1980 Small Cities Grant, a contract was signed with the Community Health Center for \$10,000 to pay for the rental of office space for the medical component (physician) of the Center's activity.

4. United Puerto Rican Organization for Spanish Education (U.P.R.O.S.E.)

Project Complete

5. Project Turtle

Project Complete

6. Monday Night Club

Project Complete

7. Concerned Tenants Organization

Project Complete

8. Rehabilitation Program Administration

On December 10, 1980, a contract was signed with the Greater Middletown Community Corporation for continuing rehabilitation services in the amount of \$16,750. This reflects approval of the 1980 Small Cities Grant.

9. Rehabilitation Loans and Grants

Currently, rehabilitation activity amounting \$117,949 is under construction. Only \$32,050 remains uncommitted from the 1980 Small Cities Grant for these activities. It is expected that these funds will be completely committed by early Spring, 1981.

10. Special Studies For Low Income Persons

Project Complete

Supporting Narrative Concerning Progress on Planned Activities

11. Historic Preservation Study

Only \$400.00 remains outstanding pending publication of report entitled Middletown's Neighborhoods: A Heritage to Save.

12. Study of South Farms Recreational Needs

Project Complete

13. Historic Preservation Of Main Street Firehouse

Project Complete

14. Metro-South

All fifth year entitlement funds have been spent. In addition, over \$1.5 million has been expended from the Categorical Settlement Grant. Recently, the City of Middletown applied for an additional \$336,000 which will be expended in early January, 1981. The Redevelopment Agency is, through its architects and engineers, preparing several site improvement contracts for bidding in Spring of 1981. It can be anticipated that an additional \$2 million will be spent during calendar 1981.

15. City School Field

Project Complete

16. General Program Administration

Administrative drawdowns proceeding on schedule.

17. North End Housing Sites

Project dropped

18. Housing Survey

Project Complete

19. Sidewalk Replacement

Project Complete

20. Tree Planting

Project Complete

21. Long River Village Modernization

Project Complete

Supporting Narrative Concerning Progress on Planned Activities

22. Main Street Residential Rehabilitation

As of November 30, 1980, \$167,000 had been spent for Main Street Mixed-Use Rehabilitation activity. It should be noted that another \$87,000 is under construction, leaving an uncommitted balance as of November 30, 1980, of \$58,500. The Greater Middletown Community Corporation is working with several property owners along Main Street and it is anticipated that this program will be completed, with all funds expended, by fall, 1981.

23. Low and Moderate Income Housing Cooperatives

While not reflected in the figures of November 30, 1980, the Housing Cooperative Program recently purchased a four-family structure utilizing CHFA funds and \$31,000 of CDBG funds. On December 18, 1980, contracts were signed by and between the City of Middletown, Equity in Housing of Middletown, Inc. and the Greater Middletown Community Corporation for the \$95,000 designated to this activity in the 1980 Small Cities Grant. The administrators anticipate that all funds will be expended by fall, 1981.

24. Update Sanborn Maps

Project Complete

25. Downtown CDBG Report

Project Complete

26. Off-Street Parking and Open Space

At this writing, only one parcel remains to be purchased. Negotiations have been completed and acquisition is anticipated during January, 1981. Prior to any demolition activities, the City must relocate project area residents. Negotiations are now underway between the City of Middletown and the Redevelopment Agency for staff assistance in this endeavor. Actual construction activities for the off-street parking area will be funded through City bonding. The City will be offering for developer interest portions of several parcels which were bought for the parking lot. The receipts from the sale of these properties will be plowed back into either the construction or relocation expenditures.

The City of Middletown is interviewing consultants to design the park to be located at Main and Green Streets. Completion of the design and construction of this facility is anticipated during calendar 1981.

27. Restoration of Historic Asset

During the past year, the City of Middletown acquired the North End Meetinghouse for \$125,000. The City has decided that it is impractical to retain the structure for conversion to a community center. Upon relocation of the 3 remaining businesses in that structure, the building

Supporting Narrative Concerning Progress on Planned Activities

27. Restoration of Historic Asset (continued)

will be offered for restoration as a Historic Asset to a developer. This offering is expected during February, 1981. At the same time, the City has recently signed a contract with the Greater Middletown Preservation Trust to prepare the necessary studies and documentation so that the North End of Main Street can be considered for inclusion as a Historic District in the National Register. If all goes according to schedule, this designation will come later in 1981.

28. Fair Housing Advertising

No funds have been spent on this 5th Year Entitlement activity, pending an adoption of a Fair Housing ordinance. The planned campaign of advertising will also seek to reach out to minority business enterprises for their participation in the CDBG Program and other related activities. Further, the opportunity will be afforded to up-date the City's Fair Housing Plan by reassessing its goals and timetables.

29. Comprehensive Planning

The City of Middletown recently selected a joint venture of John Loranger and Mutual Planners and Engineers, both of Hartford, to prepare an economic development strategy for the City of Middletown. To that end, a contract involving \$7,000 of CDBG funds was signed. The project will be completed in March or April of 1981.

30. Main Street Firehouse Renovation

Following approval of plans and specifications by SHPO and by the Advisory Council on Historic Preservation, a contract was signed for improvements to the facade of the firehouse, in the amount of \$11,543. The architect to the Fire Commission is currently preparing plans and specifications for additional work to the facility which will be bid for completion by June of 1981.

31. Housing Authority Smoke Detectors

The financial report as of November 30, 1980, shows that \$9,627 had been expended on this program. Bills are currently in hand for another \$8,000 reflecting a reimbursement to the Housing Authority for staff time in installing the smoke detector units. In the past two weeks, bids were open and contracts will be signed shortly for additional smoke detector units to be installed in Sbona Towers. The Housing Authority staff anticipates complete expenditure of the \$38,400 by March, 1981.

32. Child Development Center

Community Action for Greater Middletown (CAGM) is currently preparing bid specifications with a bid opening scheduled for late January 1981. This will effectively commit all the funds as authorized under the 1980 Small Cities Grant.

Supporting Narrative Concerning Progress On Planned Activities

33. Senior Center Airconditioning

The City of Middletown is seeking the availability of funds through the Area Agency on the Aging before signing a contract with the Housing Authority for installation of the airconditioning system.

34. Sbona Towers Security System

A contract will be executed for this work in late January or early February of 1981. The Housing Authority will be responsible for the plans, bidding and construction supervision.

35. Housing Site Acquisition

Prior to the approval of the 1980 Small Cities Grant, the City of Middletown was seeking to purchase a vacant industrial building on South Main Street. That facility has since been purchased in the private sector for conversion to condominium apartment units. The City of Middletown is now considering alternative sites with the intent of making a purchase in mid-1981 for low and moderate income family housing.

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

III-A HOUSING ASSISTANCE PROVIDED

GRANTEE NAME	DATE	PERSON WHO CAN BEST ANSWER QUESTIONS ABOUT THIS FORM		HUD GRANT ID NO.				
		William M. Kuehn, Jr.			B-80-DN-09-0005			
CITY OF MIDDLETOWN	ELDERLY OR HANDICAPPED (1-2 Persons)							
	GOAL (1a)	COMMITTED (1b)	OCCUPIED (1c)	GOAL (2a)	COMMITTED (2b)	TOTAL (2c)	MI-NORITY (2d)	HANDI-CAPPED (2e)
A. NEW RENTAL UNITS:								
1. Section 8-HUD								
2. State Agency-Total (Sum of lines a & b)								
a. Section 8								
b. Other								
3. Other Assisted New Rental Housing (Identify) Total								
a.								
b.								
4. Total: (Sum of lines 1, 2, & 3)								
0								
B. REHABILITATION OF RENTAL UNITS:								
1. Section 8-HUD								
2. State Agency-Total (Sum of lines a & b)								
a. Section 8								
b. Other								
3. Other Assisted Rehabilitation of Rental Housing (Identify) Total								
a. Rehab Program								
b. Section 312								
4. Total (Sum of lines 1, 2, & 3)								
246								
240								
6								
246								
120								
120								
0								
220								
30								
C. EXISTING RENTAL UNITS:								
1. Section 8-HUD								
2. State Agency-Total (Sum of lines a & b)								
a. Section 8								
b. Other								
3. Other Assisted Existing Rental Housing (Identify) Total								
a.								
b.								
4. Total (Sum of lines 1, 2, & 3)								
94								
30								
D. REHABILITATION ASSISTANCE TO HOME-OWNERS OR PROSPECTIVE HOMEOWNERS								
1. CD Block Grants								
2. Section 235								
3. Other Rehabilitation Assistance to Owners (Identify) Total								
a. Rehab Program								
b. Section 312								
4. Total (Sum of lines 1, 2, & 3)								
150								
142								
8								
150								
70								
70								
0								
70								
E. NEW CONSTRUCTION ASSISTANCE TO HOME-OWNERS OR PROSPECTIVE HOMEOWNERS:								
1. Section 235								
2. Other (Identify) Total								
a.								
b.								
3. Total (Sum of lines 1 + 2)								
0								
220								
ALL HOUSING ASSISTANCE (Sum of lines A4, B4, C4, D4, and E3)								
490								

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

III-A HOUSING ASSISTANCE PROVIDED

GRANTEE NAME	DATE	PERSON WHO CAN BEST ANSWER QUESTIONS ABOUT THIS FORM				HUD GRANT ID NO.			
		City of Middletown				B-80-DN-09-0005			
		1/5/81				William M. Kuehn, Jr.			
TYPES AND SOURCES OF ASSISTANCE	FAMILY (4 or less persons)				LARGE FAMILY (5 or more persons)				
	COM- MITTED (3a)	COM- MITTED (3b)	TOTAL (3c)	MI- NORITY (3d)	FEMALE HEADED (3e)	GOAL MITTED (4a)	COM- MITTED (4b)	TOTAL (4c)	FEMALE HEADED (4e)
A. NEW RENTAL UNITS:									
1. Section 8-HUD		SEE NOTE					SEE NOTE		
2. State Agency-Total (Sum of lines a & b)									
a. Section 8									
b. Other									
3. Other Assisted New Rental Housing (Identify) Total									
a.									
b.									
4. Total (Sum of lines 1, 2, and 3)		0					0		
B. REHABILITATION OF RENTAL UNITS:									
1. Section 8-HUD									
2. State Agency-Total (Sum of lines a & b)									
a. Section 8									
b. Other									
3. Other Assisted Rehabilitation of Rental Housing (Identify) Total		106					20		
a. Rehab Program		100					20		
b. Section 312		6					0		
4. Total (Sum of lines 1, 2, & 3)		106					20		
C. EXISTING RENTAL UNITS:									
1. Section 8-HUD									
2. State Agency-Total (Sum of lines a & b)									
a. Section 8									
b. Other									
3. Other Assisted Existing Rental Housing (Identify) Total									
a.									
b.									
4. Total (Sum of lines 1, 2, & 3)		33					31		
D. REHABILITATION ASSISTANCE TO HOMEOWNERS OR PROSPECTIVE HOMEOWNERS:									
1. CD Block Grants									
2. Section 235									
3. Other Rehabilitation Assistance to Owners (Identify) Total		63					17		
a. Rehab Program		59					13		
b. Section 312		4					4		
4. Total (Sum of lines 1, 2, & 3)		63					17		
E. NEW CONSTRUCTION ASSISTANCE TO HOMEOWNERS OR PROSPECTIVE HOMEOWNERS:									
1. Section 235									
2. Other (Identify) Total									
a.									
b.									
3. Total (Sum of lines 1 + 2)		0					0		
ALL HOUSING ASSISTANCE: (Sum of lines A4, B4, C4, D4, and E3)								68	

Resolution of Monitoring/Audit Findings

The most recent monitoring visit by the Hartford Area Office was conducted on December 18th and 19th. A formal report of that visit has not yet been issued.

The most recent audit of CDBG activities was conducted in late 1979 for the two-year period ending June 30, 1979. Several administrative changes were made as a result of that audit.

The next audit is scheduled for the two-year period ending June 30, 1981. In the meantime, the CDBG Program, along with all other City financial records, is being placed into a new computer system which will simplify record retrieval for the bi-annual audit.

LETTERS TO A-95 CLEARINGHOUSES



City of Middletown

TELEPHONE 347-4671

DEKOVEN DRIVE, MIDDLETOWN, CONNECTICUT 06457

MUNICIPAL DEVELOPMENT

January 5, 1981

Mr. Aden Maben
State Clearinghouse Director
Office of Policy and Management
80 Washington Street
Hartford, Connecticut 06115

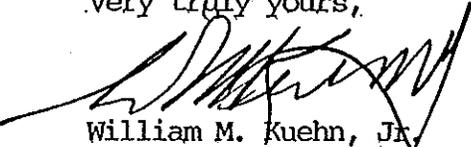
Re: 1981 Small Cities Discretionary Pre-application -- A-95 Review

Dear Mr. Maben:

Pursuant to HUD regulations, please accept three (3) copies of Middletown's comprehensive grant pre-application for assistance under the CDBG Small Cities Discretionary Program for A-95 Review. Because this pre-application will be rated and ranked on a competitive basis and further because points are awarded for our consistency with state and local plans, I am particularly interested in any comments you could offer to that end.

Should you need any additional information, please contact this office.

Very truly yours,



William M. Kuehn, Jr.
Municipal Development Coordinator

WMK/drb
Enclosure



City of Middletown

TELEPHONE 347-4671

DEKOVEN DRIVE, MIDDLETOWN, CONNECTICUT 06457

MUNICIPAL DEVELOPMENT

January 5, 1981

Mr. Geoffrey L. Colegrove, Director
Midstate Regional Planning Agency
P. O. Box 139
Middletown, Connecticut 06457

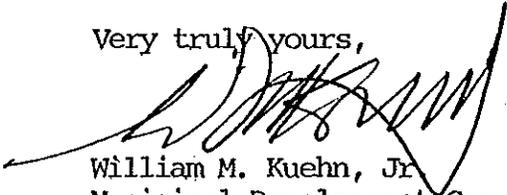
Re: 1981 Small Cities Discretionary Pre-application -- A-95 Review

Dear Geoff:

Pursuant to HUD regulations, please accept one (1) copy of Middletown's comprehensive grant pre-application for assistance under the CDBG Small Cities Discretionary Program for A-95 Review. Because this pre-application will be rated and ranked on a competitive basis and further because points are awarded for our consistency with state and local plans, I am particularly interested in any comments you could offer to that end.

Should you need any additional information, please contact this office.

Very truly yours,



William M. Kuehn, Jr.
Municipal Development Coordinator

WMK/drb
Enclosure

APPENDICES TO PRE-APPLICATION

- A-1 GMCC -- Energy Audit
- A-2 GMCC -- Organizational and Staff Profiles
- B-1 Letter from Connecticut Legal Services, dated 12/18/80
- B-2 Annual Report -- Equity in Housing, Inc.
- C Supplemental Information on Energy Component
- D-1 Description of Child Development Center
- D-2 Request for CDBG Funding, dated 11/24/80
- E Supplemental Information on Medical Program and Battered Women's Shelter
- F Excerpt From Appraisal of Stillman Annex, dated 4/11/80



Appendix A-1

The Greater Middletown Community Corporation

One Hundred Riverview Center • Middletown, Connecticut 06457 • (203) 347-6924

OFFICERS

The Rev. Michael D. Fox
President

The Rev. Msgr. Edward J. McKenna
Vice President

Willard M. McRae
Secretary

Frank J. Godwin, Jr.
Treasurer

Robert G. Comstock
Assistant Treasurer

DIRECTORS

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Gregory G. Curtis
Raymond J. Dzialo
Kenneth T. Hampton
Ann N. Hibino
David W. Reier
Sari A. Rosenbaum
Eugenie R. Shaw
Robert B. Taylor
Chester A. Tibbetts
Edward L. Wilcox

Mr. William Kuehn
Municipal Development Coordinator
City Hall
Middletown, CT 06457

Dear Mr. Kuehn:

This letter will serve to inform your agency of the energy conservation measures currently employed by this office in conjunction with all Community Development Small Cities Rehabilitation programs administered by the Greater Middletown Community Corporation (GMCC). We have, as a practice from our earliest involvement in 1975, applied a high priority in the area of heating system efficiency, insulation application to appropriate areas and basic weatherization requirements.

Recently, a more sophisticated energy conservation approach was pursued in an effort to capture a maximum energy savings with a minimum investment. An Energy Audit (copy attached) was designed in cooperation with computer technicians from Wesleyan University and Professor Howard Brown, Energy Consultant to the City of Middletown. The audit is useful manually in its present form to provide supportive information essential for recommending the best course of action by prioritizing functions of work through need and return on investment analysis.

In the future, we plan to apply this audit form to a computer system to enhance speed, accuracy and information storage capabilities for further analysis of performance, energy savings, etc.

In addition, as a standard practice, the staff, upon identifying families eligible for weatherization programs and/or low-cost/no-cost benefits, will direct them to the respective Community Action office.

Occasionally, assistance is sought from families with incomes exceeding program guidelines. In those instances, the Finance Officer, versed on State program guidelines, promotes and encourages the State low interest loan program. We will also provide application assistance and coordinate meetings with Connecticut Housing Investment Fund to expedite applications.

December 19, 1980

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1980 DEC 23 AM 11:33

Mr. William Kuehn
December 19, 1980
Page -2-

In summary, GMCC is totally committed to energy conservation activities and is effectively staffed to provide a wide range of services, direct or indirect, for local, State and Federal programs to all residents interested in energy conservation.

Sincerely,

A handwritten signature in cursive script, appearing to read "Guy L. Mazzotta", with a long horizontal flourish extending to the right.

Guy L. Mazzotta
Executive Director

GLM:mm
Enc.

GREATER MIDDLETOWN COMMUNITY CORPORATION

ENERGY AUDIT

NAME _____ DATE _____

ADDRESS _____ NO. of UNITS _____

FAMILY SIZE _____ AGES _____ ELIGIBILITY CODE _____

HOME CHARACTERISTICS - EXTERIOR

CODE

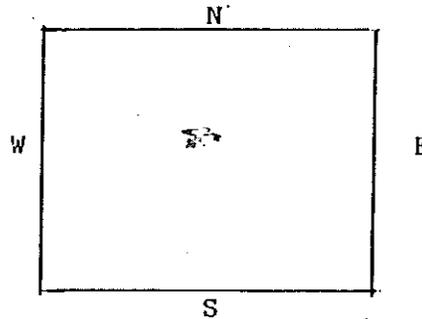
No. of Stories _____ Exterior Finish _____

Windows -	number	size	glazing	storms	weather-stripped
	_____	_____	_____	_____	_____
	_____	_____	_____	_____	_____
	_____	_____	_____	_____	_____

Doors -

number	size	storms	weatherstripped
_____	_____	_____	_____

Sketch home - capture orientation to southern exposure and potential passive application.



Recommendation for passive system:

Floor Area - Ground Level _____ Post Height of Main House _____ ft.

Height of Gables _____

HEATING SYSTEM

CODE

Oil _____ Gas _____ Electric _____ Coal/Wood _____

Efficiency _____ (estimate)

Adjustment - a) Nozzle - _____
b) Gun - _____
c) General Maintenance- _____

Replacement - a) Unit new - _____
b) Conversion- _____
c) Automatic vent damper- _____
d) Timer - off hour- _____

INSULATION

Heating System - a) Hot water pipes _____ ft. length
b) Hot air ducts _____ ft. length

Attic Areas - Unfloored _____ Floored _____
a) Area floor - _____ sq. ft.
b) Area of gables - _____ sq. ft.
c) Area over wings - _____ sq. ft.
d) Kneewalls in attic- _____ sq. ft.

Basement - a) Height of walls - _____ ft.
b) Area basement ceiling - _____ sq. ft.
c) No. of basement windows - _____
d) No. of basement doors - _____

Insulation - continued

CODE

- Venting - a) Sidewall - _____ sq. ft.
b) Ridge - _____ sq. ft.
c) Soffit - _____ sq. ft.
d) Basement - _____ sq. ft.

MISCELLANEOUS

Domestic Hot Water - Condition - _____
Temperature Setting - _____
Insulate Unit - _____

- Shower heads - No. _____
Flow Restrictors - No. _____
Radiator reflector - No. _____
Electrical switch gaskets - No. _____
Electrical outlet gaskets - No. _____
Duct tape - No. _____
Plastic sheet for storm windows - No. _____
Rope caulk package - No. _____

GENERAL INFORMATION

Annual Electric Bill \$ _____ Annual Gas Bill \$ _____

Annual fuel consumption - Gallons or Cubic Ft. _____

Appliances - Washer _____ Dryer _____ Freezer _____
Elec. Stove _____ D.W. _____ Ref. _____
Gas Stove _____ Disposal _____
Humidifier _____ Dehumidifier _____

COMMENTS:

CODE:

1 - Caulk

2 - Weatherstrip

3 - Repair

4 - Replace

5 - Adjust

6 - New

7 - No action required

8 - See "Comments"



The Greater Middletown Community Corporation

One Hundred Riverview Center • Middletown, Connecticut 06457 • (203) 347-6924

OFFICERS

The Rev. Michael D. Fox
President

The Rev. Msgr. Edward J. McKenna
Vice President

Willard M. McRae
Secretary

Frank J. Godwin, Jr.
Treasurer

Robert G. Comstock
Assistant Treasurer

DIRECTORS

Frederick G. Carlin
Geoffrey L. Colegrove

Thomas E. Coughlin

Gregory G. Curtis

Raymond J. Dzialo

Kenneth T. Hampton

Ann N. Hibino

David W. Reier

Sari A. Rosenbaum

Eugenie R. Shaw

Robert B. Taylor

Chester A. Tibbetts

Edward L. Wilcox

December 22, 1980

William M. Kuehn, Jr.
Municipal Development Coordinator
City Hall
DeKoven Drive
Middletown, CT 06457

Dear Mr. Kuehn:

The Greater Middletown Community Corporation (GMCC) strongly supports the residential rehabilitation component in the 1981 Small Cities pre-application proposed by the City of Middletown.

Our experience administering this program reveals the following supportive facts:

1. The need for rehabilitation funds is increasing as inflation and general economic conditions continue to spiral. Its effect (Inflation) upon the low-moderate income families is increasingly evident in the qualification process. The bottom line, disposable income, has substantially been reduced over the past few years.

In addition, elderly and female head of household continue to lead the requests for assistance. As you are aware, the income of these persons is below Section 8; frequently at or below the poverty level.

2. Our office has an ongoing backlog of twenty (20) applications. Concerns have been expressed to the Citizens Advisory Committee (CAC) since 1980 funding will be totally committed by spring of 1981; just six months into the program year. Obviously, many families in need of assistance will be forced to wait for the receipt of 1981 funds, assuming the City will be successful in the competition.

3. Energy conservation related corrective work continues to be a high priority rehabilitation item and a major concern of low-moderate income families. These families are struggling to absorb the increased heating and utility costs. Higher efficiency heating units and basic energy conservation measures at a minimum investment can reduce this expense item.

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page -2-
December 22, 1980

Mr. William Kuehn

4. Past federal funding has had an impact in preserving the City's housing and reduced the threat to the health and safety of low-moderate income persons within the target areas.

However, pocket areas scattered throughout the City are now in need of that same assistance previously applied to the target areas over the years.

5. On the positive side, the banking industry continues to participate in the rehabilitation program, offering eligible applicants lower than market interest rates. We are currently exploring the use of Community Investment Funds (CIF) for rehabilitation programs. Section #312 was also used successfully for several years. The City would welcome an allocation of additional #312 funds.

The residential housing rehabilitation program was designed primarily to assist low-moderate income households, predominantly owner-occupied, to eliminate the substandard and energy-poor condition of their dwelling units. The net effect would raise the quality of life and arrest the decline of the housing stock.

Program funds, in loan form, would eventually be paid into a revolving fund for reuse in future years.

The assistance and cooperation provided by the Health and Building Departments has enhanced the effectiveness of the Code Enforcement. This ongoing relationship provides the muscle necessary to demonstrate an awareness that substandard dwellings represent a threat to public health and safety.

GMCC has successfully demonstrated its ability to efficiently and effectively serve the City of Middletown and its low-moderate residents. We have attached a history of GMCC housing activities and staff resumes for your review.

Sincerely,



Guy L. Mazzotta
Executive Director

GLM:mm
Enc.

DECLARATION OF PREVIOUS EXPERIENCE

The Greater Middletown Community Corporation (G.M.C.C.), a private, non-profit corporation, has been operating in both Middlesex and New London Counties for the past thirteen years.

COMPLETED PROJECTS

1968	WADSWORTH GROVE, McKENNA DRIVE, MIDDLETOWN, CONNECTICUT 45 units, cooperatively owned, staggered townhouse layout. Rents are about one-half the usual rental fee of comparable units. This project was nationally recognized for its design and concept. Financing was obtained through HUD. (017-55097-NP)	\$ 900,000
1970	MAPLEWOOD TERRACE, MIDDLETOWN, CONNECTICUT 50 rentals, 9 buildings, multi-storied rowhouse layout. This development provided housing for residents displaced by city redevelopment and sold to the city. Financing was obtained through HUD. (Turnkey project Conn. 9-3)	1,100,000
1973- 1976	Seventy units of low-moderate income single family homes. Farmers Home Administration mortgages. (Fed. Cat. 10.420)	1,609,500
1976	WESTBROOK AMBULANCE ASSOCIATION, WESTBROOK, CONNECTICUT G.M.C.C. was packaging agent for the construction of an Ambulance Center. A commitment was received for a 5 percent interest loan from the Farmers Home Administration. (Fed. Cat. PL92-419)	162,000
1976	FOX GLEN, CROMWELL, CONNECTICUT 108 rental units; efficiency units contain 530 square feet, larger units contain 592 square feet. Income will determine actual rent to be paid. Funding and rental assistance is through the Farmers Home Administration. (06-04-1326234)	1,875,000
1978	EAST HADDAM REHABILITATION PROGRAM, EAST HADDAM, CONNECTICUT Completed 6 structures (first phase) under the HUD Community Development Block Grant Program. (B-78-HN-09-0002)	25,000
1979	CROMWELL REHABILITATION PROGRAM, CROMWELL, CONNECTICUT Completed 30 structures under HUD Community Development Block Grant Program. Most of the structures were historically significant since the target area was designated as an Historical District by the National Register of Historic Places. (B-98-DS-09-0003)	210,200
1979	EAST HAMPTON REHABILITATION PROGRAM, EAST HAMPTON, CONNECTICUT Completed 32 structures under HUD Community Development Block Grant Program. (B-75-DS-09-0001)	123,000

1979	PORTLAND REHABILITATION PROGRAM, PORTLAND, CONNECTICUT Completed 30 structures under HUD Community Development Block Grant Program.	\$ 160,000
1979	HADDAM VOLUNTEER AMBULANCE SERVICE BUILDING, HADDAM, CT G.M.C.C. packaged Farmers Home Administration Community Facilities Loan for HVAS, Inc.	50,000
1979	MIDDLETOWN REHABILITATION PROGRAM, MIDDLETOWN, CONNECTICUT Completed 220 structures under HUD Community Development Block Grant Program.	608,010
1980	MIDDLETOWN COOPERATIVE HOUSING, MIDDLETOWN, CONNECTICUT Assisted in purchasing and rehabilitating 4 structures for Cooperative Housing.	120,000
		<hr/>
		<u>\$6,942,710</u>

11/19/80

CURRENT PROJECTS

Middletown Rehabilitation	\$ 121,427
Middletown Mixed-Use Rehabilitation	310,000
Middletown Cooperative Housing	120,000
East Haddam Rehabilitation	150,000
East Haddam Elderly Housing	900,000
Old Saybrook Elderly Housing	900,000
East Hampton Rehabilitation	332,000
Plainville Rehabilitation	<u>375,000</u>

\$3,208,427

PROPOSED PROJECTS

Cromwell Rehabilitation	\$ 353,000
-------------------------	------------

\$ 353,000

11/19/80

BACKGROUND AND PURPOSES

OF

THE GREATER MIDDLETOWN COMMUNITY CORPORATION

The Greater Middletown Community Corporation, a non-profit corporation, was formed in December, 1967 by a group of concerned business people who felt the need for an organization to develop low-moderate income housing. As a result, our first successful venture was the Wadsworth Grove Cooperative for middle income families.

We have an active Board of Directors composed of area business people and community-minded individuals. Our office staff consists of the executive director, assistant director, housing rehabilitation supervisor, 2 rehabilitation officers, secretary and bookkeeper.

The purposes of G.M.C.C. are as follows:

1. To initiate projects and programs to give technical assistance for construction of housing for low-moderate income families.
2. To initiate and assist in the development of projects, undertakings, studies and other activities in cooperation with local government and civic organizations for the elimination of slums, blight and blighting influence and to assist in the planning, development and improvement of cities and towns in Middlesex County and New London County.
3. To combat community deterioration and to secure housing, community facilities and other related facilities, services and conditions, economic or otherwise conducive to progress in Middlesex and New London Counties.

dk

2/21/79

OFFICERS

President	Rev. Michael D. Fox St. John's Church Cromwell	Pastor
Vice President	Rev. Msgr. Edward J. McKenna St. John's R. C. Church Middletown	Pastor
Secretary	Willard M. McRae Mental Health Clinic Middlesex Memorial Hospital Middletown	Director
Treasurer	Frank J. Godwin Liberty Bank for Savings Middletown	President
Assistant Treasurer	Robert G. Comstock Northern Middlesex Chamber of Commerce Middletown	President

DIRECTORS

Frederick Carlin Connecticut Bank & Trust Co. Middletown	Ass't. Vice President
Geoffrey Colegrove Midstate Regional Planning Agency Middletown	Director
Thomas E. Coughlin Coughlin & Coughlin, Inc. Real Estate & Insurance Middletown	President
Gregory Curtis Durham	Selectman Retired County Agent Cooperative Extension Service
Raymond J. Dzialo Middletown	Insurance Representative Former State Representative
Kenneth T. Hampton Middlesex County Development Council Middletown	Director

Ann N. Hibino Portland	Active in community affairs
Sari A. Rosenbaum Portland	Active in community affairs
David W. Reier Bull Metal Products Middletown	President
Eugenie R. Shaw Portland	Retired Director Portland Housing Authority
Robert Taylor Wesleyan University Middletown	Assistant Treasurer
Chester Tibbetts Coughlin & Coughlin, Inc. Middletown	Real Estate Consultant
Edward L. Wilcox Old Saybrook Senior Housing Corp. Old Saybrook	President

3/14/80

EXECUTIVE DIRECTOR--GUY L. MAZZOTTA

Mr. Mazzotta attended Hillyer College and the University of Hartford with a concentration in business administration.

He had experience in construction while employed in a family-operated business, specializing in the construction of single family homes.

Since joining GMCC eight years ago, Mr. Mazzotta has been involved in FmHA grant administration and the construction of single family homes under the FmHA 523 and 502 programs.

In addition, he has packaged FmHA Community Facilities Loans and FmHA 515 elderly housing program applications.

Mr. Mazzotta wrote program guidelines for Community Development Block Grant housing rehabilitation applications for four area towns and supervised the implementation and administration of those programs.

His responsibilities include budget preparation, supervising personnel and programs, reporting to various local committees and the Board of Directors, seeking and obtaining new projects and implementing the projects.

Mr. Mazzotta is a licensed real estate broker and has participated in HUD, FmHA, NAHRO and mortgaging counseling services.

ASSISTANT DIRECTOR--LINDA L. ARRIGONI

Ms. Arrigoni holds a degree in social sciences and English from Rio Grande (Ohio) College. After college, she taught English in an inner-city junior high school in Columbus, Ohio.

For nearly four years after moving to Middletown, Ms. Arrigoni was the administrative assistant to the president of one of Middlesex County's largest real estate and insurance firms. This position required knowledge of residential and commercial-investment real estate, including mortgage arrangements, appraisals, closing, advertising and general office management.

Ms. Arrigoni has been with GMCC since March, 1976, serving first as housing assistant and then assistant director. During this time, GMCC has been involved in several types of projects including single family housing, community facilities, elderly housing and rehabilitation.

Her responsibilities in the rehabilitation programs include prequalifying loan applicants; requesting and analyzing credit reports; overseeing rehabilitation officers' specifications and job bidding process; completing all paper work, including contracts, truth in lending requirements, promissory notes, second mortgages, etc., for each loan and/or grant participant. Once a job is completed, she is responsible for obtaining payment for the contractor. If the structure is an historic building, it is her responsibility to see that Historic Preservation Guidelines for Rehabilitation are followed. As a result, she works closely with the Greater Middletown Preservation Trust.

Other areas of responsibility are writing a quarterly newsletter, writing news releases and advertising, compiling data necessary for Federal Performance Reporting, preparing reports for state and local agencies or committees and writing grant applications for private funding sources.

REHABILITATION OFFICER--NICHOLAS TORNEO

Mr. Torneo has been employed on a part-time basis since December, 1978. His full-time employment is as a Rehabilitation Specialist for the City of Hartford.

He is a graduate of the University of Hartford and the A. I. Price Technical School.

As a licensed journeyman electrician, Mr. Torneo worked for eleven years in electrical construction, six of which were in a supervisory capacity.

In his present position with GMCC and the City of Hartford, he is responsible for inspections, specification writing, estimating, awarding contracts and other related rehabilitation functions.

In addition, he is co-founder and secretary of the Capital City Federal Credit Union and had administered Health, Welfare Funds and Pension Plan as a member of a seven person board.

Mr. Torneo is thoroughly familiar with local banking practices, truth in lending legislation and equal credit opportunity regulations.

REHABILITATION SPECIALIST--DIANE KALINOWSKI

Ms. Kalinowski has been with GMCC on a part-time basis since December, 1978.

She graduated in December, 1979 with an Associate of Science Degree in Accounting from Middlesex Community College.

Ms. Kalinowski was previously employed by the Northern Middlesex Chamber of Commerce for 3½ years. In this position, she was secretary/office manager for the Chamber and performed some clerical duties for GMCC.

She has been in her present position since May, 1980.

SECRETARY
MOLLY MICCIULLA

Ms. Micciulla joined the staff of GMCC in June, 1980, in the position of part-time Secretary.

Prior to this time, she was employed as Secretary to the President of the Middletown based Connecticut Employees Union Independent. Ms. Micciulla recently completed a shorthand course at Middlesex Community College; having had dictaphone experience and wishing to add another skill to her past experience.

She was also employed as Assistant Secretary to Dean Barlow at Wesleyan University, as well as on a temporary basis for Dr. Crampton and Dr. Holzberg at the Wesleyan University Infirmary.

CONNECTICUT LEGAL SERVICES, Inc.

6 Silver Street
 Middletown, Connecticut 06457
 Telephone: 203/347-7237

NORMAN K. JANES
 Executive Director

Memorandum

TO: Citizens Advisory Committee 

FROM: Marvin Farbman for Equity in Housing of Middletown, Inc.

RE: Progress Report

DATE: December 18, 1980

ATTORNEYS—AT—LAW
 KATHRYN L. BERT
 MARVIN R. FARBMAN
 JANE C. REINHARDT

1. We expect to close on the purchase of a 4 family house located at 18-22 Frazier Avenue on December 23, 1980. This acquisition will boost our total number of units to 12.

2. We plan to acquire at least 8 more units by the end of March, 1981 which should fully exhaust both our 1979-80 grant and our most recent special allocation of \$200,000 in below market interest rate mortgage financing from CHFA.

3. It is noteworthy that the process of increasing tenant participation in the operation of the cooperative, which was described in the annual report, has been accelerating. Most recently a committee of two tenants and an outside director (not me) did a sensitive, intelligent job of selecting new tenants for Frazier Avenue.

4. The word that there's a successful, scattered site, low income, limited equity housing cooperative in Middletown continues to spread. Over the last month people interested in developing similar cooperatives in Rockville, CT, Waterbury, CT, Hartford, CT, Manchester, CT, Providence, RI, Newport, RI, and New York City have contacted me and asked for descriptions of EIH.

ADMINISTRATIVE OFFICE

SEBETH DRIVE
 CROMWELL, CT. 06416

LAW OFFICES

285 PARK AVENUE
 BRIDGEPORT, CT. 06601

175 TRIANGLE STREET
 DANBURY, CT. 06810

112 MAIN STREET
 DANIELSON, CT. 06239

114 EAST MAIN STREET
 MERIDEN, CT. 06450

6 SILVER STREET
 MIDDLETOWN, CT. 06457

69 WALNUT STREET
 NEW BRITAIN, CT. 06051

35 HUNTINGTON STREET
 NEW LONDON, CT. 06320

33 SOUTH MAIN STREET
 SOUTH NORWALK, CT. 06854

87 MAIN STREET
 NORWICH, CT. 06360

32 SCHOOL STREET
 ROCKVILLE, CT. 06066

20 SUMMER STREET
 STAMFORD, CT. 06901

257 MAIN STREET
 TORRINGTON, CT. 06790

1 FIELD STREET
 WATERBURY, CT. 06702

902 MAIN STREET
 WILLIMANTIC, CT. 06226

FIRST ANNUAL REPORT
OF
EQUITY IN HOUSING OF MIDDLETOWN, INC.

Marvin Farbman for
Connecticut Legal Services, Inc.
July 15, 1980

FIRST ANNUAL REPORT
OF
EQUITY IN HOUSING OF MIDDLETOWN, INC.

INTRODUCTION

EIH emerges from its first year of operation radiant with the glow of early prosperity. During this year EIH has purchased and refurbished - - in two cases contracted to refurbish - - four two family houses. EIH's pioneer tenants have survived, with good cheer and a sense of good fortune, their initiation into the challenges and benefits of cooperative membership. EIH's Board of Directors has also successfully weathered this first year's rite of passage. In the course of grappling with many small and several large and far reaching management decisions the board has matured into an efficient and knowledgeable body. And EIH, as a reward for all its collective hard work, has achieved national recognition. For example, HUD has chosen to devote a chapter to EIH in a forthcoming publication aimed at providing municipalities throughout the country with models for their CDBG programs. (A draft of this chapter is included in Appendix A.)

In the sections of this brief report which follow a few aspects of this very eventful first year are described.

CDBG FUNDING

EIH has successfully expended its 1978 Small Cities CDBG grant of \$120,000.00 and is now beginning to draw on its 1979 CDBG grant of \$151,680.00. Moreover, EIH is included for another

\$105,000.00 in the City of Middletown's application for a 1980 Small Cities CDBG grant. As this application has already survived the crucial preapplication phase of HUD processing, the probability of its ultimate approval is very high.

BOARD OF DIRECTORS

EIH's board consists of both outside and tenant directors. The outside directors currently are an attorney, a realtor who is an expert in the management of multi-family housing cooperatives, the director of Middletown's "Section 8" program, a representative from Community Action for Greater Middletown (Middletown's CAP agency), a former coordinator of a large local food cooperative, an economics professor at Wesleyan University, a Wesleyan undergraduate, and a former IRS auditor. All but one of EIH's current tenants are also board members.

In the early part of the year the outside directors dominated board meetings and did most of the work. It was their efforts which kept EIH on track, i.e., clear of the pitfalls into which early mismanagement would have cast EIH and securely headed toward EIH's goal of building a significant, scattered site, limited equity housing cooperative. As the year progressed, however, the tenant directors became more knowledgeable about the cooperative, more committed to its success, and more vocal at meetings. Now outside and tenant directors work together as peers: the work is shared fairly among all the directors, and directors of both categories make significant contributions to the board's debates.

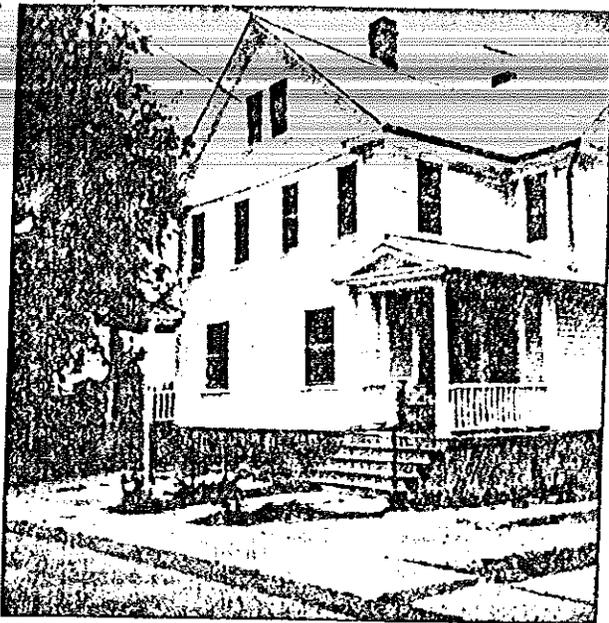
One inevitable and noteworthy structural adaptation made by the board to its pressing work load was the creation of a management committee now composed of three outside and three tenant directors. This committee meets bi-weekly to predigest difficult board issues (e.g., How severely should tenant equity be limited given EIH's firm commitment to keep its houses accessible to lower income people?, and How should monthly carrying charges be determined?) and to attend to routine management problems. The work of this standing committee helps EIH avoid too frequent, too lengthy, and too draining board meetings.

It is also noteworthy that EIH's directors have found their involvement in board activities to be significantly educational. The skills and knowledge gained as the board collectively learned how to run a small business may prove particularly useful to EIH's low income directors. For instance, one tenant director who intends to pursue a career in bookkeeping or accounting has undertaken to help maintain the cooperative's financial records.

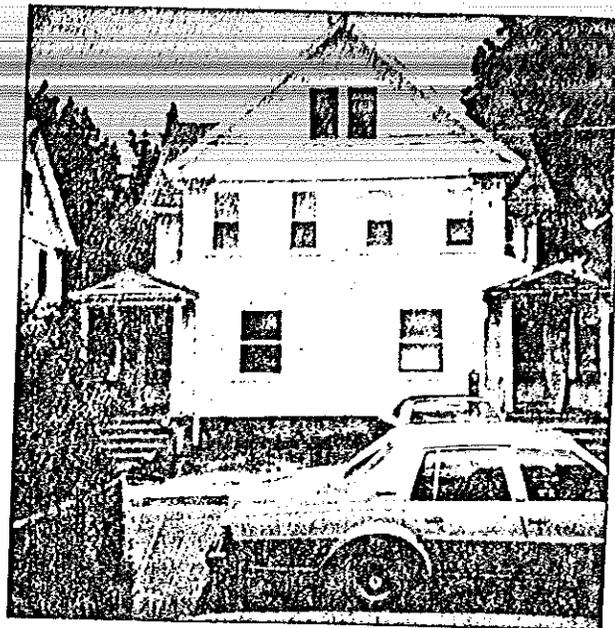
The blossoming of EIH's board of directors was one of the major achievements of EIH's first year.

HOUSES

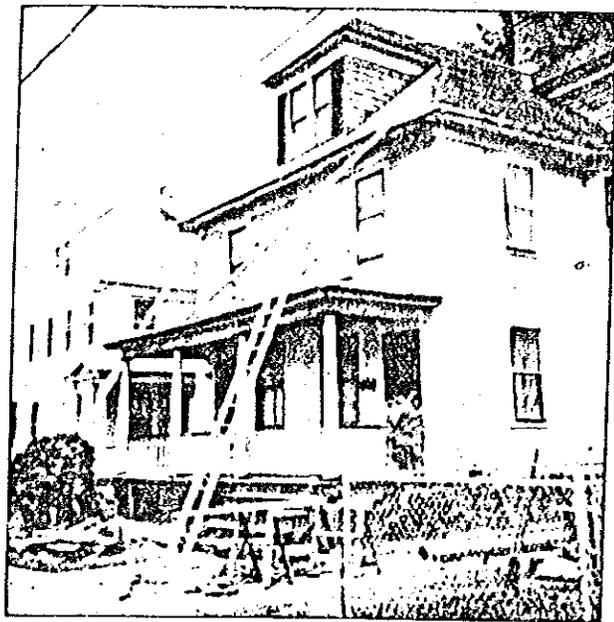
Immediately following are photographs of the four two-family houses EIH has purchased this year with the help of \$150,000.00 in below market interest rate mortgage financing from the Connecticut Housing Finance Authority:



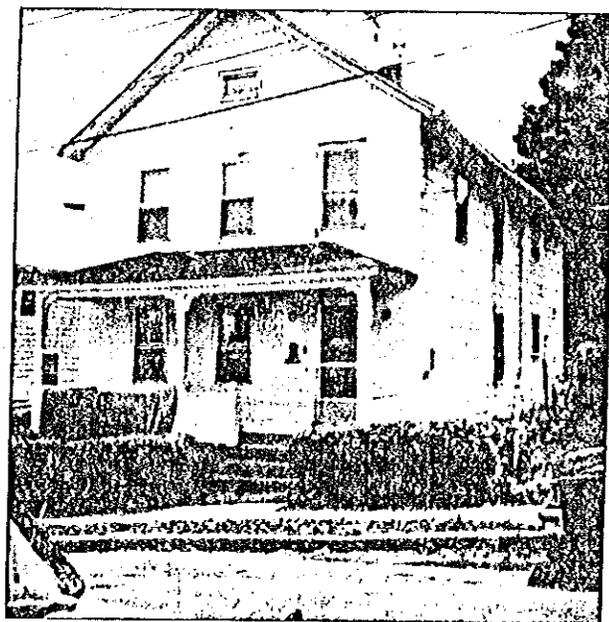
18-20 GLOVER PLACE



14-16 GLOVER PLACE



10-12 GLOVER PLACE



31 ERIN STREET

The refurbishment done - - in two cases planned to be done - - on these houses with the assistance of the Greater Middletown Community Corporation is described in Appendix B.

Displayed in the table which immediately follows are the monthly expenses projected for each of these houses and the monthly carrying charges ("rent") set for each apartment in these houses. It should be noted that currently five of EIH's eight apartments are occupied by tenants receiving "Section 8" rental assistance and therefore paying only 25% of their monthly incomes for "rent". It is highly likely that the tenants who will be occupying 10-12 Glover Place in August, 1980, will also be receiving "Section 8" subsidies.

MONTHLY EXPENSES COVERED BY BASIC CARRYING CHARGE

	14-16 Glover Pl.	18-20 Glover Pl.	10-12 Glover Pl.	31 Erin St.	TOTAL
Mortgage Principal and Interest	227.50	227.50	262.50	332.50	1,050.00
FHA Insurance Premium	13.49	13.49	15.56	19.71	62.25
Real Estate Taxes	67.36	75.83	69.06	80.62	292.87
Hazard Insurance Premiums	18.25	18.25	15.16	17.67	69.33
Liability Insurance Premiums	4.79	4.79	4.79	4.79	19.16
Maintenance	25.00	25.00	25.00	25.00	100.00
Sanitation	8.12	8.12	8.12	8.12	32.48
Water/Sewer	15.00	15.00	15.00	15.00	60.00
Reserves/Contingencies	25.00	25.00	25.00	25.00	100.00
TOTAL	404.51	412.98	440.19	528.41	1,786.09

BASIC MONTHLY CARRYING CHARGE

Apartment #1	230.00	230.00	220.00	220.00
Apartment #2	230.00	230.00	220.00	220.00
TOTAL	460.00	460.00	440.00	440.00

Apartments Currently Occupied By Tenants Receiving \$8 Subsidy:
 Apt. #1 \$8
 Apt. #2 \$8

FINANCIAL REPORT

EIH's first annual financial report covering the year ending March 31, 1980 follows. This report does not include any information concerning EIH's May 30, 1980, purchases of the two family house located at 31 Erin Street and the two family house located at 10-12 Glover Place referred to earlier. Nor does it contain any reference to EIH's 1979-80 CDBG grant of \$151,680.00. This \$151,680.00 fund is held by HUD to be drawn down by EIH in accordance with a regulatory contract with the City of Middletown.

EQUITY IN HOUSING OF MIDDLETOWN, INC.
MIDDLETOWN, CONNECTICUT

FINANCIAL REPORT
MARCH 31, 1980

CONTENTS

Accountant's Report

Financial Statements

Exhibit "A" - Balance Sheet, March 31, 1980

Exhibit "B" - Statement of Cash Receipts and Disburse-
ments and Fund Balance For The Year
Ended March 31, 1980

Notes to Financial Statements

RICHARD D. CURRIER
CERTIFIED PUBLIC ACCOUNTANT
210 SOUTH MAIN STREET
MIDDLETOWN, CONNECTICUT 06457
(203) 346-6699

MEMBER
AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS

MEMBER
CONNECTICUT SOCIETY OF
CERTIFIED PUBLIC ACCOUNTANTS

To the Board of Directors
Equity In Housing Of Middletown, Inc.
Middletown, Connecticut

I have reviewed the accompanying balance sheet arising from cash transactions of Equity In Housing Of Middletown, Inc. as of March 31, 1980, and the related statement of cash receipts and cash disbursements and fund balance for the year then ended, in accordance with standards established by the American Institute of Certified Public Accountants. All information included in these financial statements is the representation of the management of Equity In Housing Of Middletown, Inc.

A review consists principally of inquiries of the organization's personnel and analytical procedures applied to financial data. It is substantially less in scope than an examination in accordance with generally accepted auditing standards, the objective of which is the expression of an opinion regarding the financial statements taken as a whole. Accordingly, I do not express such an opinion.

Based on my review, I am not aware of any material modifications that should be made to the accompanying financial statements in order for them to present fairly the assets and liabilities from cash transactions of Equity In Housing Of Middletown, Inc. as of March 31, 1980, and the receipts collected and expenses paid during the year then ended.

Richard D. Currier

Certified Public Accountant

April 30, 1980

EQUITY IN HOUSING OF MIDDLETOWN, INC.

BALANCE SHEET

MARCH 31, 1980

ASSETS

Current assets:

Cash		\$	4,632
Deposit with reality company			500
Escrow accounts			474
			<u>5,606</u>

Property:

Land and buildings (at cost)			
(Notes 1 & 3)	103,723		
Less: accumulated depreciation	<u>2,512</u>		<u>101,211</u>
		\$	<u>106,817</u>

LIABILITIES AND FUND BALANCE

Current liabilities:

Mortgages payable - due within one year (Note 3)		\$	632
Advance payments of rent			148
			<u>780</u>

Long term debt:

Mortgages payable - due in more than one year (Note 3)			64,020
---	--	--	--------

Fund balance

			<u>42,017</u>
		\$	<u>106,817</u>

"See Accountant's Review Report"

EQUITY IN HOUSING OF MIDDLETOWN, INC.

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS AND FUND BALANCE

FOR THE YEAR ENDED MARCH 31, 1980

Cash receipts:	
Mortgage proceeds	\$ 65,000
Grant receipts	62,491
Rental income - HUD assistance payments	2,490
Rental income - tenants	3,038
Interest income	159
Advance rent payments	<u>148</u>
Total cash receipts	<u>133,326</u>
Cash disbursements:	
Property acquisition and rehabilitation costs	103,723
Advisory, administrative and tenant counseling service	14,211
Interest expense	3,487
Relocation expense	2,620
Property taxes	1,420
Property insurance	682
Maintenance	596
Deposit with reality company	500
Escrow	474
Mortgage principal payments	348
Water, sewer and sanitation taxes	213
Rent expense	150
Safety equipment - fire alarms	121
Heat	75
License and fees	50
Late charges	<u>24</u>
Total cash disbursements	<u>128,694</u>
Excess cash receipts over cash disbursements - (Cash Balance March 31, 1980)	4,632
Add: cash disbursements not effecting fund balance:	
Deposit with reality company	500
Escrow	474
Less: cash receipts not effecting fund balance:	
Advance rent payments	<u>(148)</u>
	<u>826</u>
Excess cash receipts over cash disbursements for fund purposes	5,458
Add: Equity in land and buildings	<u>36,559</u>
FUND BALANCE - MARCH 31, 1980	\$ <u>42,017</u>

"See Accountant's Review Report"

EQUITY IN HOUSING OF MIDDLETOWN, INC.

NOTES TO FINANCIAL STATEMENTS

MARCH 31, 1980

Note 1 - Summary of Significant Accounting Policies:

The Corporation was organized in April, 1979, for the purpose of purchasing affordable housing for low-income persons in Middletown, Connecticut. The Corporation shall be operated exclusively for charitable, educational, and scientific purposes within the meaning of Section 501 (C)(3) of the Internal Revenue Code.

Accounting Method:

The Corporation's policy is to prepare its financial statements on the basis of cash receipts and disbursements; consequently, income and the related assets are recognized when received and expenses are recognized when paid rather than when the obligation is incurred.

Property:

Depreciation of buildings is charged against the fund balance over their estimated lives by using the straight-line method of depreciation.

Note 2 - Grant Receipts:

Under an agreement with the City of Middletown dated May 2, 1979, the Corporation has been awarded a grant of \$120,000 with which to carry out its low-income project in Middletown. The City of Middletown shall disburse the grant monies to the Corporation and to its vendors. As of March 31, 1980, \$62,491 has been disbursed by the City of Middletown.

Note 3 - Mortgages Payable:

A summary of mortgages payable at March 31, 1980, is as follows:

	<u>Current</u>	<u>Non Current</u>	<u>Total</u>
Two (2) 7½% mortgages secured by land and buildings payable to Savings Bank Housing Corporation of Connecticut due in monthly installments of \$227.50, principal and interest. 30 year mortgages dated September, 1979	\$ 632	64,020	\$ 64,652

"See Accountant's Review Report"

SMALL CITIES GRANT PRE-APPLICATION -- THE ENERGY COMPONENT

In March, 1980, Mayor Michael Cubeta, Jr. committed himself and the city of Middletown to a comprehensive energy program designed to reduce this community's reliance on traditional non-renewable and imported fuels and to lessen the impact of high energy costs and unstable supplies of foreign energy resources on the people of the community. Clearly, the persons hardest hit in the community are low and moderate income residents, many of whom live on fixed incomes (e.g., the elderly and the handicapped). The Mayor appointed an Energy Committee comprised of community residents and an Energy Advisor to assist him and the City's Common Council on energy policy issues. The Committee issued a formal report on June 2, 1980, (see: copy attached) which recommended energy conservation and alternative energy development strategies in all sectors of Middletown's economy -- residential, industrial/commercial, transportation and the municipal government itself.

The Mayor and the Council determined in June that the municipal government and the residential sectors should be the first targets of the city's energy activities. The Mayor's Energy Advisor then set about working with government officials to initiate and coordinate programs in all of the abovementioned areas. The Energy Advisor's October, 1980 Progress Report (see: copy attached) indicated that at the time of this report a range of programs were established for reducing consumption of oil and other traditional fuels with many more "in the works." However, as this work progressed, it became increasingly evident that a full-time coordinator and energy office would be essential to continue the progress that had already been initiated in areas which significantly impact energy consumption in the community. At this point in time, the problem is that the City has reached a critical transition point in its program; stated simply, the City needs additional outside assistance. With the City's limited financial resources and the community's commitment, Middletown has already made great strides on its own. It has also identified many of the avenues available for the implementation of larger and more costly elements of the program. But a gulf remains between the development of programs to date and the implementation of those programs.

Middletown proposes to use a portion of the Small Cities grant money primarily to expand and improve its outreach program so that its energy conservation programs, many of which will be paid for by the City or other government agencies, can reach a wider range and greater number of its citizenry.

In discussing the purpose and operations of the Energy Office, it should be noted that many of the items presented in Section 104(d)(16) of P. L. 96-399 pertaining to comprehensive community-wide energy use strategy have been or are already in the process of being implemented by the City. For example, P.L. 96-399 refers to "a description of energy use and projected demand by sector, by fuel type, and by geographic area" which Middletown has performed through its work with the Wesleyan University College of Science in Society. Information on this data can be found in the aforementioned (and attached) report by the City's Energy Committee. In addition, the City will make every effort to incorporate

SMALL CITIES GRANT PRE-APPLICATION
THE ENERGY COMPONENT
page 2

the other items listed in Section 104(d)(16) not previously addressed in its energy programs through the activities listed below.

The following is a brief outline of the functions the Energy Office will undertake during the next year:

1. Expansion of the MiSER Program;
2. Development of programs for conservation in rental facilities;
3. Strengthening of existing and development of new Energy Conservation Loan Programs;
4. Addition of energy components to existing housing programs;
5. Development of energy conservation in housing codes and guidelines; and
6. Identification of future sources of funding for energy programs.

Items 1. through 5. are briefly discussed below; item 6. will, of course, be carried out through grantswriting and other funding searches.

1. Expansion of the MiSER Program (MiSER II)

In July of 1980, the City of Middletown was selected as one of 18 cities to participate in the pilot phase of federal ACTION agency's Community Energy Project -- a Low Cost/No Cost program of energy conservation for low and moderate income households.

During this time, members of the Residential Energy Subcommittee of the City's Energy Committee recommended that the Low Cost/No Cost Program become the kickoff of an intensive conservation effort in the residential sector of the City's economy and that it provide the basis for the community mobilization needed to develop and implement complimentary programs. An intensive two and one half month planning effort was initiated to lay the groundwork for what the Mayor and his staff hoped would be the first in a series of energy conservation programs in Middletown. Early on in the planning stages, funding was secured from the City of Middletown and, later, from the 1980 HUD Small Cities Program to make energy conservation kits available at no cost to low/moderate income residents -- particularly the working poor.

Two full-time staff members were soon hired, and a temporary advisory group comprised of various sectors of the community was set up to guide the early stages of the program. The staff immediately initiated efforts to enlist the support of City and community agencies, including the Community Action Agency, various civil groups, Middlesex United Way, Northeast Utilities Company, the Junior Women's League, and students and faculty from all local schools and universities. Eventually, a 15-member advisory board was set up by the Mayor, representing a multitude of groups within the community. The Program was named MiSER, an acronym for

SMALL CITIES GRANT PRE-APPLICATION
THE ENERGY COMPONENT

page 3

Middletowners Saving Energy Resources, and it was officially launched on September 15th. Within a week, 15 volunteers, including the Mayor, had canvassed well over 1,000 residences, bringing the word MiSER to all sections of the Community. Within four weeks, nearly 400 kits were distributed to individuals who participated in the training workshops, and over 40 volunteers from all sectors of the community had contributed nearly 250 hours toward this effort. By the end of the program, the goal of reaching 800 households had been surpassed by nearly 400, for the program had serviced approximately 1,200 units -- about 10% of the City's housing stock.

The uniqueness of the MiSER Program, however, is not simply described by the number of households retro-fitted with energy conservation materials. Some of the unusual characteristics of the Program are listed below:

1. Each kit is matched precisely to the individual dwelling's needs.
2. The target population included all residents of Middletown with special emphasis on low and moderate income persons.
3. The Program has been successful in working with rented dwellings.
4. Kit distribution was preceded by extensive technical research to provide the best and most appropriate materials to Middletown residents.
5. A program of "energy parties" at local housing projects has been very effective in providing an accessible forum for kit distribution.
6. MiSER was able to cooperate with CONNSAVE (the firm providing federally-mandated energy audits in Connecticut) to put MiSER participants at the top of their lengthy waiting list.
7. The MiSER hotline has provided information to people throughout central Connecticut concerning energy conservation and energy-related programs in this region.

Furthermore, the MiSER Program has served as the stimulus for the development of other energy programs in the community. The programs which have been implemented, or are near implementation as a result of this effort, include:

1. The establishment of an energy conservation component as part of the Greater Middletown Community Corporation's Housing Rehabilitation Program. This will include not only a total packet of conservation rehabilitation, but also the inclusion of low cost solar options as well.
2. Conservation measures have been incorporated into the City's Cooperative Housing Purchase Program "Equity in Housing, Inc."
3. Participation by the Housing Authority in energy conservation activities.
4. Students and faculty of Wesleyan University have developed a computerized heat-loss energy audit program for homes in Middletown which can be utilized in all of the residential conservation plans being planned and implemented.

SMALL CITIES GRANT PRE-APPLICATION
THE ENERGY COMPONENT
page 4

The project proposed to use 1981 HUD monies, to be called MiSER II, will be a four-pronged approach to community energy management with emphasis on reducing the impact of high energy costs on the poor and the elderly. Building on the unique qualities of MiSER I, MiSER II will:

1. Add new dimensions to the No Cost/Low Cost MiSER Program in order to make it more effectively meet the needs of the population.
2. Build on the work done to date under MiSER I to find creative solutions to energy conservation in rental housing.
3. Investigate possibilities for establishing cottage industries in the areas of conservation, passive solar energy and recycling to employ the presently unemployed in the community while saving energy resources.
4. Coordinate and improve the existing community energy programs to better meet the needs of the target population.

While other energy conservation programs for Middletown's housing stock reach a relatively small number of people with major conservation measures, the MiSER Program has the capability of quickly and efficiently reaching a sizeable portion of the City's housing stock with the most cost-effective measures.

As pointed out previously, the MiSER Program was the first residential energy conservation program undertaken by the City (although, it should be noted, the City has worked cooperatively with the Community Action Agency on its Weatherization Program) and has served as a model of the City's commitment and success in this field. Because it relies on community mobilization and volunteers, MiSER provides a crucial participatory dimension to Middletown's energy conservation efforts.

With MiSER II funded, Middletown would seek to meet the ambitious goal of reaching approximately 2,000 households or 20% of the community's total housing stock. In order to meet that goal, special emphasis will be placed on expanding the target population. The staff and advisors of the MiSER Program have always believed that while the U.S. Department of Energy funded kits for low income residents were important in meeting the needs of that portion of that community, an even larger group of residents in the moderate income groups (including so-called working poor) could not be met under the guidelines. Therefore, the City seeks to use 1981 Small Cities funds to reach this population segment.

2. Development of Programs for Conservation in Rental Facilities

As stated in the previous section, the City of Middletown believes that creative solutions must be found even beyond those being developed in the MiSER Program to the obstacles of energy conservation in rental housing.

Low and moderate income families, even in government-subsidized housing, are being confronted with enormous rent increases as a result of rising energy prices being passed through to them by owners of the units. Tenants have no incentive to conserve because the landlord pays the energy bill and they have no reason to believe that any savings would be passed along directly to them. Landlords have little reason to conserve because they are able to pass increased costs along to tenants. This mutually disadvantageous cycle is characteristic of rental housing not only in this City but throughout the country.

The City of Middletown, under the direction of its Energy Office, would work with landlord and tenant associations to achieve a truly creative and model solution for sharing the costs of capital improvements and the benefits of energy conservation measures. The Energy Office will also research and evaluate various approaches which have been tried throughout the country in order to determine which of these approaches may be applicable to Middletown. These will include incentives, no-increase lease extensions for tenant conservation programs, low interest loans, tax abatement options and, in conjunction with the state government, work toward the development of a low interest conservation loan program.

3. Energy Conservation Loan Programs

During the 1979 legislative session, the Connecticut General Assembly designed a low-interest loan program for Connecticut homeowners who implemented energy conservation and alternative energy measures. The program has been extremely successful but has not been widely used by Middletown residents. This is due in great measure to difficulties in recruitment and in the application process, which, until now, needed to be carried out in Hartford or New Haven. Working with the Connecticut Housing Investment Fund, which, at present, administers the program under contract with the Connecticut Department of Housing, the Greater Middletown Community Corporation set up a counseling assistance mechanism to better inform Middletown residents of the advantages of the program and to help them utilize it most effectively and efficiently. However, while the state program has been successful, the funds available have been limited. Thus, one of the responsibilities of the Middletown Energy Office will be to study the potential impact and financial implications of the City undertaking its own low-interest conservation loan program. A study is necessary to determine whether and exactly how a revolving loan program using the City's bonding capacity could be set up for Middletown residents.

The Connecticut Housing Investment Fund has agreed to advise the Energy Office in the performance of the kinds of energy and financial analyses needed to make such an assessment. The assessment would include the potential energy savings, the financial and administrative costs of the program,

calculations of risk to the City and its impact on the City's bond rating, the number of years at various levels of funding that would be required to make the fund self-sustaining and the market for such a program. The Mayor has already expressed a commitment to such a program, and the study would take place simultaneously with the City's efforts to advance its ability to utilize and coordinate with the state program.

4. Addition of Energy Components to Existing Housing Programs

At the present time, housing programs are being run by various agencies within the city government and the community. These include the Greater Middletown Community Corporation, responsible for housing rehabilitation; the Housing Equity Program, which assists low-income residents of Middletown in the purchase of housing cooperatives for rehabilitation; the Middletown Housing Authority; the Citizens' Action for Greater Middletown, which runs a weatherization program. In addition, numerous private institutions such as the Middletown Realtors Association and local banks have all demonstrated a strong concern for energy issues and their solution in the community.

One of the responsibilities of the Middletown Energy Office will be to bring all these agencies and institutions together to form an ad hoc community residential energy committee which will be responsible for coordinating energy programs, designing new ones, and eliminating waste and duplication in existing programs. Of greater significance, the Office will provide a single place where individuals in the community can come to with their energy problems and be directed to the appropriate programs which they can take advantage of. At present, although there are many existing housing and energy programs in the community, there is no established organization to address the community programs in a coordinated and comprehensive fashion.

The Energy Office will also work with the Connecticut Department of Commerce, which administers the state's commercial energy loan program, so that landlords in Middletown may utilize that program for energy conservation and legislation is already being drafted to alter the current program to allow for this participation. In addition, the Office will develop mechanisms to encourage and better permit the citizens of Middletown to utilize other federal and state programs such as the Solar Energy Loan Bank.

5. Development of Energy Conservation in Housing Codes and Guidelines

The Energy Office will work with the City Planning Department, the Building Inspector and the Midstate Regional Planning Agency to revamp the City's building and housing codes as well as its zoning regulations to insure energy conservation in new construction and development and to best encourage the use of alternate energy resources and techniques. In addition to these efforts by government agencies, representatives of the banking and real

SMALL CITIES GRANT PRE-APPLICATION
THE ENERGY COMPONENT
page 7

estate communities will be encouraged to review this work and provide feedback as it progresses so as to build a true community constituency.

Administration and Staff

The energy program will require four staff members: a full-time energy coordinator, a secretary, an energy policy advisor (part-time) and a coordinator for the MiSER Program. It should be noted that the Energy Office will work directly with and for the Mayor's office and will be the "local governmental unit responsible for administering the energy use strategy" referred to in Section 104(d) (16) of P.L. 96-399.

The energy coordinator will be responsible for understanding all of the energy programs so that they can be effectively utilized. This activity will also include publicity and education programs using various forms of media to reach the community and educate people about conservation. The coordinator will be an individual with experience in basic energy management tools and an understanding of energy use in the residential sector as well as the problems of low and moderate income persons and also have the capability of working with various community groups as well as being able to manage budgets and deal with the moderate level of energy technology and methods needed to design, evaluate and implement residential energy conservation programs in the community. This person will also be responsible for carrying out basic energy policy and for assisting in the design of that policy.

The energy advisor will continue the role as a policy advisor to the Mayor and work on the design and evaluation of energy programs and the negotiation of new energy programs for the community. The energy advisor will work with the energy coordinator in the design of policy and in providing consultation on innovative techniques for carrying out the City's energy program.

The MiSER Program coordinator will work under the energy coordinator on the development and implementation of MiSER II.

CHILD DEVELOPMENT CENTER

Hamlin and William Streets
Middletown, Connecticut 06457

The Building: The one-story building contains two large units for preschool programs. Each unit has three classroom areas and flexible spaces to be shared. Facing true south, the rooms are light, sunny and warmed by passive solar energy. The Center has a large all-purpose room, a medical room, an office, laundry room and a large kitchen. The fenced outdoor play area is planned to provide opportunities for the physical and social development for sixty children at one time. The building contains 11,000 square feet; the playground is 12,600 square feet. The passive solar energy system includes: true south orientation, sunscoops on the roof, blue storage walls and floors, heavy insulation, earth berms and plantings outside. Studies have been made predicting very economical use of the back-up gas heating system.

Programs: The Center will open with two programs to serve 120 three-to-five-year-old children. The state-funded Day Care program will operate from 7:30 a.m. to 5:30 p.m. to provide constructive care for preschool children of working parents. Fees are adjusted according to family income and size. Head Start is a federal half-day (free) program to give low-income children a boost before they enter school. Social service aides will work with the families. Children in both programs will receive medical and dental screening and one full meal each day. Long-range plans are under consideration to provide programs and services needed by families with small children and to expand the Day Care and Head Start programs.

Budget: After land was made available by the City of Middletown, two years were spent in planning the Center and raising funds before the building could be started. Unfortunately, inflationary increases during that time left a shortfall of \$58,917 toward the building costs. Since the groundbreaking last March, much energy has gone into meeting the contractor's monthly bills. The gap has been narrowed until only \$7,451 is still needed to complete the building. Total furnishings for the building are estimated at \$41,966; to finish equipping the kitchen and obtain minimum furnishings for licensing we need \$14,385; the remaining \$27,581 will complete the furnishings and playground for a full program.

FUNDS AVAILABLE		FUNDS NEEDED	
Connecticut Department of Human Resources	\$476,583.	Building Costs:	
Federal grants	59,228.	Available	\$602,995.
Pledges from community	40,184.	Needed to complete building	7,451.
Middletown Small Cities grant	<u>27,000.</u>	Furnishings:	
		Needed for licensing	14,385.
		Needed for complete program	<u>27,581.</u>
		Total Costs	\$652,412.
		Less Total Available	- 602,995.
<u>Total Available</u>	\$602,995.	<u>Total Still Needed</u>	\$ 49,417.

Committee: Evelyn Burry, Mark Masselli, Jean Shaw
 Architect: T. J. Palmer
 Contractor: Orlando Annulli & Sons
 Executive Director: Idella W. Howell
 Coordinator: Sybil Paton



Appendix D-2

Community Action for Greater Middletown, Inc.

Post Office Box 28 • 93 Broad Street • Middletown, Connecticut 06457

Idella W. Howell, *Executive Director*

Bruce Tyler, *President*

Gerald Daley, *Vice President*

Jessie Highsmith, *Secretary*

Rev. Bonnie Rosborough, *Treasurer*

347-4465

November 24, 1980

To: The Citizens Advisory Committee
From: Sybil Paton, Coordinator of the Child Development Center

This is a request for \$15,000 for the development of an outdoor learning area for our center.

Now that we are completing the building itself at the corner of Hamlin and William Streets and are hoping to furnish it properly, we turn our attention to the funds needed for the outdoor learning area. With help from several experts in early childhood education, we have been planning over the past year to develop a variety of experiences which will further the physical development and also provide social and learning experiences for sixty to one hundred twenty children. All components of our programming are focussed on one ultimate goal: the overall development of each child to reach his or her full capacity - to do, to think, to feel, and to learn.

On the north and east sides of the Child Development Center there are more than 12,000 square feet which have been enclosed by a four foot high fence. This area is large enough by state standards for our present needs. As the Center program expands, another area to the west can also be developed. We are working according to a formula which recommends 2.5 play units per child, or 150 play units for 60 children.

The kinds of activities planned include: sand play, water play, nature activities, ecological studies, scientific exploration, art work, gross motor activities, fine motor activities, small group instruction, free or leisure time activities, table/work areas, gardening, quiet resting areas.

Based on these plans we hope to install the following: one or more superunits to accommodate groups of children involved in large muscle development and social activities; one or more large areas for sand and water play; a variety of equipment for climbing, swinging and other active

CAGM

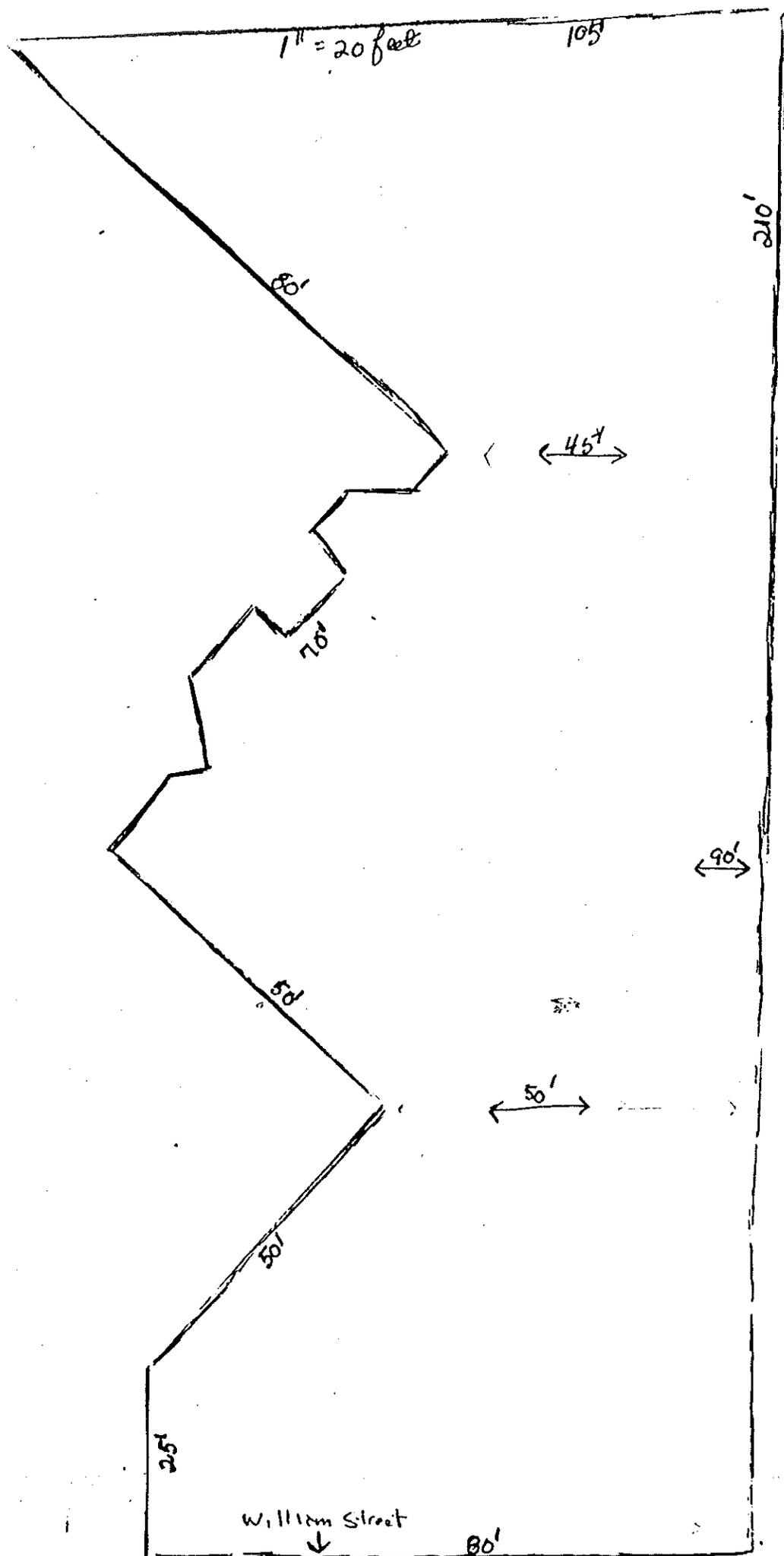
play; a covered area for difficult weather so that the playground can be used all year; a sitting area with tables; gardening and nature areas.

Serious consideration has been given to the kinds of equipment which will best serve our needs. With an abundance of tragic stories to back our beliefs, we do not want any metal equipment. What we choose must be safe, require low maintenance, be vandal proof, and provide the proper scale for pre-school children's abilities. Several companies produce heavy wooden equipment that meets our criteria; we want high-quality play environments that are flexible and adaptable to our needs.

At today's prices, we estimate that the cost to complete the total project will be approximately \$20,000. We hope to raise \$5,000 of this amount from other sources.

We will very much appreciate your consideration of our project. If you have any questions about our plans, please do not hesitate to call me.

Sybel



SMALL CITIES GRANT APPLICATION (1981)

RE: COMMUNITY HEALTH CENTER

- Medical Facility (Rental and Utility Payment)
- Battered Women's Shelter

Submitted by: Mark Masselli
Administrator
Community Health Center
Middletown, Ct.
12/19/80

SMALL CITIES PRESENTATION

RE: COMMUNITY HEALTH PROJECTS FOR HUD SMALL CITIES GRANT APPLICATION

- Community Health Center (Rental and Utilities Payment)
Amount -- \$10,000
- Battered Women's Shelter
Amount -- \$20,000

RESPONSE TO INFORMATION REQUESTS

I. PROJECT: Community Health Center (Rental and Utilities Payment)

A. Fills Void in the Community (Documentation)

The Community Health Center is the only outpatient primary medical care facility available to the residents of Middletown.

From its inception, in 1972, the Community Health Center has striven to provide quality, low-cost, accessible primary medical care to area residents from lower income categories.

The Center is a singular, distinctive comprehensive health care facility located in the North End of Middletown that has catered to the working poor and those residents who have problems with cost, limited focus and quality of their medical care. In fact, the idea for a community health center was conceptualized by a small core of community residents who recognized a serious gap in health care services for low and moderate income residents.

More than 50% of the Community Health Center's clients/patients have no provision for third party reimbursement. And, without the benefit of the sliding scale fee-basis (determined by income and need), these patients would have no recourse to any care facility without the presence of the CHC. In 1974, a study revealed a serious shortage of family doctors in the area, noting at the time that "almost half of the area's family doctors are of retirement age."

Recently, the Federal Government (U.S. Public Health Service) designated part of the City as a Medically Underserved Area, including the Census Tract (5401) in which the CHC is located.

B. Nature & Goals

The Community Health Center is committed to providing high quality health care and social services to area residents, primarily lower income families and individuals.

B. Nature & Goals (continued)

A central goal is to enhance, improve and expand comprehensive primary health care to area residents. CHC has been designed to implement an approach to the provision of health services to the poor which differs markedly from charity or welfare models. It is based on consumer participation in both the organization and delivery of health care services. Community representation on CHC's Board is from consumers who help determine the priorities and direction of the Center.

Additionally, CHC operates on a sliding scale fee system which permits clients/patients to pay according to income level and need. The goal of such a system is that it provides for the assumption of responsibility of health care by low income consumers on the one hand while, at the same time, it assures a minimal financial basis for the operation of such clinical services. Thus, the CHC sees itself not only as a provider of services but as a provider of the means by which consumers can themselves be involved in the organization and delivery of services.

C. Clientele

In FY 1979, an estimated 1,000 patients in 3,400 visits utilized the Community Health Center's medical services and facilities.

Income of patients ranged from \$00.00 to \$7,800.00 per annum, with the average in the \$5,800.00 category.

Patients were divided roughly proportionately between the sexes; minorities or non-white patients comprised about 35-40% of the total number and those over 60 years of age represented approximately 25%.

D. Other Sources of Funding for Program

The Community Health Center is funded by a variety of local, state and federal agencies. However, there is no source of funding for rental or utility payments.

E. Administrator of Program

Carl Lecce, MD

F. Other Agencies Which Have Denied Funding

CAGM and UNITED WAY

G. Past Successes

The Community Health Center has been designated by the Federal Children and Health Program as a primary care center for Middletown. This is only one of 150 such centers throughout the United States. On a local level, support for the quality of its services comes from responsible community agencies. The Center has been endorsed as a "needed service" by the head of the Family Practice Residency Program at Middlesex Memorial Hospital.

II. PROJECT: Battered Women's Shelter

A. Fills a Void in the Community (Documentation)

According to the Connecticut Department of Human Resources Shelter Plan for the State of Connecticut, the Middletown area and Middlesex County are the only large population areas presently without a comparable shelter for abused or battered women and their children. This Department, in recognizing this need, will provide funding to carry the newly re-established shelter through June of 1981.

Funding from the HUD SMALL CITIES GRANT APPLICATION (1981) would permit the shelter to continue functioning when these state funds are exhausted. Of particular relevance to this application is the fact that the Shelter Program will provide housing for its residents in the Middletown area. This provision of clean, decent and sanitary housing is consistent with HUD goals and an important focus of the proposal.

B. Nature of Program & Goals

The primary goal of the Shelter is to develop a safe environment for women and their children who have been displaced by violence in their homes. Additionally, the Shelter seeks to offer its residents a viable alternative to their present situation and provide necessary supportive services through a network of area providers.

The program functions with a live-in-counseling-supportive orientation. Residents are permitted up to 30 days in one stay; however, each situation is reviewed on a case-by-case basis.

C. Clientele

It is projected that approximately 250 women and children will be residents of the Shelter during the course of the year. All adults will be female, 18 years of age or older (their children male and female). All residents are expected to be from lower income categories. Discrimination of any kind is prohibited in the Shelter.

D. Other Sources of Funds For The Program

The Connecticut State Department of Human Resources has provided funding approval for operations of the Shelter through June of 1981 in the amount of approximately \$32,000.

E. Administrator of the Program

Eileen Skekosky, M.S.W. Current plans call for a 4-person staff.

F. Other Agencies Which Have Denied Funding

The Shelter Program previously operated under a CETA Grant from the Connecticut State Department of Labor. This grant was not renewed in October, 1980.

G. Past Successes

For over 3 years, an on-going program of counseling as part of the Social Services Program of the Community Health Center has seen over 250 clients, some of which have been assisted by the Shelter for Battered Women.

The CHC's Domestic Violence Component has achieved wide recognition and referrals from professional and institutional forces throughout the State. These have included referrals from state and local police, courts, hospitals, doctors, lawyers, private practitioners and social service agencies. Middletown social service groups referring clients include Family Resources, Legal Services and Family Services. This component offers a 24-Hour Hotline and a range of legal advocacy, peer support and medical-legal counseling services.

In identifying the need for a shelter in this area, the Department of Human Resources recognized the valuable and vital services rendered previously by the organization that is re-establishing the present Shelter.

The Director of the CETA Program which previously provided funding stated, "We recognize the value of your program and what it has meant to the families it has served and we are pleased to have helped support your efforts to serve battered women."

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VERNON, CONN. 06066

REAL ESTATE APPRAISAL

For

Mr. William M. Kuehn, Coordinator
Municipal Development Commission
Municipal Building
DeKoven Drive and Court Street
Middletown, Connecticut

To

ESTIMATE MARKET VALUE

Of

Property Located At:

201 College Street
and
62 Loveland Street
Middletown, Connecticut

As Of

April 11, 1980

HIGHEST AND BEST USE, continued

Office, continued

Office Rentals, continued

55 High Street
Middletown, Connecticut

\$7.50 per square foot, net basis; lessee is responsible for all utilities and expenses.

Approximately 15,000 square feet (50% of building) since September 1979.

32 Washington Street
Middletown, Connecticut

\$7.00 to \$7.33 per square foot, net basis; second floor (this is reported rent, could not verify); lessee is responsible for all expenses.

Although the present demand for office space in Middletown appears to be satisfactorily met by existing space, one or two years time would likely realize absorption of the existing space and an increase in the demand for new space, depending upon the total amount of proposed space which is actually considered and available for occupancy by and during that time.

Further, the proposed Aetna complex itself, as well as the eventual resident population increase, which will ultimately accompany it, will intensify the need for additional services, including general and professional offices.

Eventual (possible) alternative use can, also, be influenced by other prevailing market conditions, especially federal tax incentives and the availability of financing. Present tax incentives, for example, tend to favor commercial endeavor, such as offices or retail; however, the current mortgage conditions would appear to favor apartment development in subsidized programs.

While potential costs of code conformance is typically entrepreneurial study effort of the proposed purchaser or user, it was felt appropriate to mention energy efficiency, since the question of handicap accessibility was specifically raised. There may exist certain code insulation requirements, for example, in each of the subject structures. The potential specifics involved with the subject conversion alternative are technical in character and require engineering expertise; the possible exemptions on "trade-offs" involved, if any, are matters between the prospective purchaser (user) or his agent and the building department or regulating authority. It is mentioned here merely for informational purposes as additional code conformity considerations.

HIGHEST AND BEST USE, continued

Accessibility for the Handicapped, continued

Because of design and construction considerations, it is your appraisers opinion that the most economical method of installing an elevator at each building is to simply construct the unit onto an exterior wall. Some partition reworking would be involved, plus the loss of some interior areas.

At the Central School building, the elevator construction would include the construction of the necessary pit below grade.

At the Stillman School, it is perhaps possible to utilize the existing coal bin area at the northwest corner of the building to house the pit area; however, some additional partition demolition and reconstruction would be required.

Various sources were studied in order to obtain cost estimates of items and work involved in handicap accessibility, including building cost services including: Boeckh, Marshall Valuation Service and R. S. Means, municipality and private construction contractors. The variety of sources studied offered an equal variety of cost estimates.

Estimates from municipal sources, in your appraisers opinion, appear to be low, perhaps in part due to the fact that estimates did not have to account for such factors as profit and overhead, and the fact that design and construction work was typically assigned in the normal duties of town engineering, building and public works staff.

The following estimates are a combined effort of conversations with contractors, and estimates taken from cost data services.

The costs offered here apply only minimum accessibility, and do not account for any kitchens, toilets, etc.

HIGHEST AND BEST USE, continued

Accessibility for the Handicapped

In order to make the Central School handicapped-accessible under the apartment use concept, it may not be necessary to install an elevator (see attached architect's letter), by simply placing all the required number of handicap units, plus necessary facilities (laundry) on the first floor. Proper ramps and other requirements, as per attached letter, are necessary. It is your appraisers opinion, however, that while an elevator may not be necessary from a legal standpoint, it remains essential from a marketing viewpoint.

Under the office use concept, code requires access to all floors and an elevator is required; similarly, were it not necessarily required by code, it is your appraisers opinion that an elevator is a market requirement.

To obtain maximum use of the structure, use of all three floors is required, and in addition to the code requirements mentioned above, optimum marketability and economic longevity dictate installation of an elevator in either apartment or office use.

The office use concept for the Stillman School property encompasses the same legal and market criteria; it is your appraisers opinion that an elevator is essential.

The Building Code calls for handicapped-accessibility for these types of buildings when any proposed renovations exceed fifty percent of the value of the building. Under the resumed school use concept, it is perhaps possible, assuming no renovations or other code compliances are required or undertaken, that a potential school use could be exempted of the costs of making these structures accessible to the handicapped. However, there are modern code requirements governing energy efficiency which must be considered, the costs of which could be substantial, and the impact of which are not yet fully known, because of their newness. In any case, it is unlikely that a prospective school user would not desire the structures to be accessible by the handicapped.

In summary, therefore, it is your appraisers opinion that handicapped accessibility must be made, via grade ramps, plus an elevator, at each building.

HIGHEST AND BEST USE, continued

Accessibility for the Handicapped, continued

Elevator

Passenger operated; 2,500 pounds capacity; 150 feet per minute;
3-stop.

Base Cost; including shaft: \$51,600*

Central School

Elevator -

Pit \$ 3,000

Car and Shaft 51,600

Partition Work** 3,000

Total: \$57,600

Ramps - 5,000

Total: \$62,500

Stillman School

Elevator -

Car and Shaft \$51,600

Partition Work 3,000

Total: \$54,600

Ramps* -

30 linear feet; 4 feet wide;
platforms, curbs and rails;
plus access through west
auditorium wall: 10,000

Total: \$64,600

Toilet construction to meet handicap
requirements are now in volume
construction - nearly competitive.

* Minimum cost

** Does not include apartment, office suite, lobby or corridor partition
walls or redesign.