

## CITIZENS ADVISORY COMMITTEE

Minutes

February 17, 1999

### PRESENT

L. Wallace, Chair  
V. Amato  
M. Dimon  
S. Engelhardt  
A. Kelly  
A. Marino  
D. Mitkoski  
J. Robinson  
S. Shapiro

### ABSENT

E. Bogdan  
C. Chisem  
I. Howell  
H. Denehy  
F. Pappas  
A. Vasiliou

### ALSO PRESENT

C. Rodenhizer  
D. Hopkins  
B. Santangelo

The meeting was called to order by L. Wallace, Chair, at 5:05 p.m. in Room 208 of the Municipal Building.

L. Wallace received a request to move item G. New Business to the front of the agenda.

At its November 1997 meeting, the Common Council voted to designate The Connection Fund (TCF) as developer of the property at 27 Silver Street for them to demolish the current blighted structure and rebuild a two family house on that site. At that time, TCF needed time to raise the demolition money and put together a financial package which would work for them as developer and for a new low income buyer. With the possibility of using the CDBG Down Payment/Closing Cost Assistance Program and financing through CHIF and CHFA, they were able to proceed with the project.

The demolition of 27 Silver Street is scheduled for next the week of February 22nd and an applicant has qualified for the purchase of the new two family house. In order to make the financing work for the new owner, funding from the Down Payment/Closing Cost Assistance Program was budgeted into their pro forma for this project.

The potential buyer has been going through the application process with CAGMC and meets all the qualifications except one: "The applicant(s) must have cash available equal to or greater than 3% of the purchase price of the house at the time of closing." TCF reports that it doesn't seem possible that she will have the 3% cash available in the bank at the time of closing. It is possible, though, that she will be able to have half of that requirement by the closing.

The purchase price of the new two family house is \$125,000 for the potential buyer. Additional funds in the amount of approximately \$70,000 are being supplied by TCF for the construction of the two family house.

Therefore, in order to get all the paperwork in place for the financing of this project, TCF is requesting that the "3% cash in the bank" requirement for the Down Payment/Closing Cost

Assistance Program be waived for the potential buyer of this property. Additionally, a Section 8 Certificate will be given to the tenant of the rental unit which will bring in approximately \$800 each month for the new owner.

L. Wallace hoped that J. Pestana from CAGMC could be here tonight, but due a death in his family he was unable to attend. L. Wallace asked if a waiver has been given to any of the applicants for the Down Payment/Closing Cost Assistance Program for Single Family Dwellings. B. Santangelo responded there have not been any waivers.

V. Amata wanted to know how people know about this program. He felt there should be a notice in the paper that this program is available. J. Robinson also agreed that advertising to the general public was necessary.

J. Robinson moved to grant a waiver to Ms. Valerie Smith on the "3% cash in the bank" requirement, seconded by A. Marino.

A discussion continued on the Down Payment/Closing Cost Assistance Program. V. Amato

The Committee unanimously voted to grant a waiver to Ms. Valerie Smith for the "3% cash in the bank" requirement of the regulations Down Payment/Closing Cost Assistance Program.

There was no one from the public to speak before the Committee.

Upon a motion by D. Mitkowski, seconded by A. Kelly, the minutes of January 20, 1999 were unanimously approved.

A. Marino gave a report on the Applications Review Committee (ARC) meeting. An application for demolition was received from the City of Middletown Public Works Department. Additional funding was needed for the demolition of blighted structures that was funded with CDBG funds in 1998. A. Marino reported the application was approved and the City received \$45,000 from the Neighborhood Rebuilders Fund.

A. Marino reported on the ARC's review of the guidelines for Residential Rehabilitation. Revisions were made to the guidelines and are recommended for approval to the Citizens Advisory Committee. Discussion was held on the revisions to the guidelines and upon a motion by A. Marino, seconded by D. Mitkowski, the Committee unanimously approved the revisions to the Residential Rehabilitation Guidelines as submitted by the ARC. The guidelines will now go to the Common Council for its March 1st meeting for final approval.

V. Amato requested a CAC handbook. A. Marino commented that the handbook is going to be a very big help to the members.

B. Santangelo advised the Committee that there was an applicant for the JOBS Loan Program and that additional funding was going to be needed. There was discussion on the amount of funding needed for an appropriation. Upon a motion by A. Marino, seconded by S. Engelhardt, the Committee unanimously voted to recommend an appropriation for the JOBS Loan Program in the amount of \$56,546.12.

L. Wallace advised the Committee that amendments will be made to the Citizens Participation Plan.

B. Santangelo advised that the 1999 Entitlement applications were being handed out for the Committee's review prior to the public hearing. Those members absent will receive them in the mail.

There being no further business to come before the Committee and upon a motion by A. Marino, seconded by M. Dimon, the Committee unanimously voted to adjourn their meeting at 6:00 p.m.

Respectfully submitted,



Barbara D. Santangelo  
Secretary