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**CITY OF MIDDLETOWN  
CITIZENS' ADVISORY COMMITTEE**

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**MINUTES**

*17-September- 2003*

**Present**

L. WALLACE , CHAIR  
S. ENGLEHARDT, VICE-CHAIR  
E. BOGDAN  
H. HENRY  
E. ROBERTS  
A. MARINO  
D. MITKOSKI  
R. BANTUM  
B. PLUM  
J. ROBINSON  
L CADITZ-PECK

**Absent**

M. DIMON  
A. KELLEY  
V. AMATO

**Also Present**

M. WACKERS  
N. MEYERS

L. Wallace called the public hearing to order at 5:31PM.

A. Marino motioned that the minutes from the previous meeting be accepted. The motion was seconded by S. Englehardt, and passed committee approved the motion unanimously.

There being no Old Business L. Wallace continued and opened the floor to New Business.

First item on the agenda was the recent HUD determination of Kidcity's Ineligibility. L. Wallace requested that staff explain the situation. M. Wackers explained that qualify Kidcity for the Annual Plan the incorrect citation was use, the correct citation restricts activities that involve job creation to for-profit companies. Since Kidcity had informed M. Wackers that there legal status was a 501(c)(3), they were ineligible for carrying out this activity. M. Wackers also explained the process for reprogramming the funds. Since the amount was greater than 10% of that year's entitlement the process would follow that of a Substantial amendment. The Committee was not required to open the funds up to a competitive process, if they had a eligible use for the funds and it corresponds with the needs in the Consolidated Plan (as known as the 5-year Plan). Any proposed amendment would require a public hear with notice in the Hartford Courant and Middletown Press at least ten (10) days prior to the public hearing. Citizen's, agencies and interested groups should be allowed to make comments in writing or verbally. Approval by the Citizens Advisory Committee and the Common Council, followed by informing HUD with a letter sign by the Mayor are required. Furthermore, since Middletown has already allotted the maximum amounts for Public Service and Slum and Blight, these funds could only be used for Rehabilitation of low/mod income hard cost projects or ADA handicapped accessible projects.

The Committee response was that possible uses for the funds should be investigated by the staff, mailed to the members and a special meeting will be held on October 1<sup>st</sup> to determine what the best course of action will be in reprogramming these funds. Moreover, given the recent problems that the Committee has been require to address, a greater emphasis on monitoring programs and prevent future problems should be addressed. M. Wackers replied that a procedure for carrying out such monitoring could be formalized, with a monitoring report becoming part of the CAC agenda. J. Robinson suggested that once 75% of the funds are expended in a program than a monitoring visit will be carried out.

Second item on the agenda was the concern over the caps. M Wackers explained that this was just to inform the Committee of this potential problem down the road. Our HUD representative do not see this as being a problem so long as enough program income comes into Middletown. However, next summer, if we

seem to be behind with program income we maybe required to adjust the current Annual Action Plan to prevent a violation of the caps.

Third item on the agenda was the request by Alderhouse Residential Communities to modify the use of the funds approved in the recent round of funding. Nancy Meyers of Habitat for Humanities but formally a part of the North End project represented the request. N. Meyers explained that positive events for the North End project are causing the project to change and the original properties proposed in the application possibly not be in the first round of acquisition, but because of recent developments the scope of the project continues to change. N. Meyers requested that the Committee give the North End Project greater flexibility in use of the funds, in not specifying properties at this time so the contract can be signed, and the Committee will be notified once they have decided which properties will be targeted. The Committee felt it would be inappropriate to approve such a request and that the Committee should know exactly what it was getting into before approving a change in the application. No motions were considered

Fourth item on the agenda was the request from Positive Solutions that its 2002 grant expanded the use of funds to include reimbursement for an Office Manager. No one from Positive Solutions was present to represent the request. The grant was initially given to fund a Jobs manager to provide assistance in finding employment for persons with HIV/AIDS. The Committee decided that such a request would not be in order since Positive Solutions was contracted to carry out a specific public service, not to generally support the organization. No motions were considered.

Fifth item on the agenda was the presentation by Verle Robinson. Unfortunately, M. Wackers reported that Mr. Robinson was not present. The Committee asked who the individual was. M. Wackers reported that the Mayor has requested that Mr. Robinson be considered for assistance by the Committee in starting a at risk Youth boxing center in Middletown. Mr. Robinson had experience in running such a program successfully in Meriden and would now like to being such a program in Middletown. The Committee encouraged Mr. Robinson to apply in the next run of funding, since this could be a interesting new program for the city.

There being no further business, the committee adjourned at 6:25pm, upon a motion by.

Respectfully submitted,

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Michiel Wackers  
Community Development Specialist