



**Town of Salisbury  
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Department of Planning and Development  
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**Citizens Advisory Committee Meeting  
January 7, 2013**

The Citizens Advisory Committee and the Department of Planning & Development held a Public Hearing on January 7, 2013, at Salisbury Town Hall, 5 Beach Road, Salisbury, MA at 5:30 PM.

In attendance were Citizen Advisory Committee Members: Berenice McLaughlin, Melinda Morrison and George McKenna

Lisa Pearson, Director of Planning & Development,

Lisa Beaulieu, Program Manager

Terri Mahoney, Admin. & Financial Asst.

Ms. McLaughlin offered a motion to open the meeting at 5:30 p.m. Ms. Morrison seconded the motion and it carried unanimously.

**1. CDBG FY2010 Grant Review and Amendment**

Lisa Pearson updates us on 2010 Grant.

- a) **Housing Rehab** – 3 projects complete, 2 are under construction. (reprogrammed funds)
- b) **Boys & Girls Club Scholarships** – all spent  
B/G- 101 Scholarships 414 Beneficiaries
- c) **Pettengill Emergency Assistance** – all spent  
Pettengill 59 Households 129 Beneficiaries
- d) **Spring Street /Lions Way** – complete
- e) **Lincoln Avenue/Howard George Court** – Final Plans. The final plans include an 8 inch cast iron water pipe which will replace the 50+ year old pipe on Lincoln Ave and the 35+ year old pipe on Howard George Court.

Also, Mr. McKenna asked if the 2010 grant was closed; L. Pearson responded that we are still using some funds to pay for Lincoln Avenue/Howard George Court permitting and 2 final Rehab Projects. Lisa Beaulieu received an extension until 3/31/2013. The grant will be closed then.

**2. CDBG FY2011 Grant Review and Amendment**

Lisa Pearson updated us on the 2011 Grant.

- a) **Boys & Girls Club Scholarships** – all spent  
B/G- Scholarships- 80 Beneficiaries- 325
- b) **Pettengill Emergency Assistance** – all spent  
Pettengill Households-51 Beneficiaries-114
- c) **Housing Rehab** – 6 units completed.

**d) Gardner Street Phase I**

Gardner Street, Phase I is complete. The final invoice had been received, discrepancies found, then received again. It now just has to be reviewed by W.C. Cammett and the DPW Director and then can be paid.

L. Pearson confirmed to Mr. McKenna that the only outstanding 2011 expense is the invoice for Gardner Street

**e) Environmental Camp** - 10 students received scholarships for Environmental Camp. These funds are Program Income

**f) Move money to 4A&C from 6B, 6F, 6H and 6J.**

The Committee approved to move any excess funds August 28, 2012. Ms Beaulieu informed the committee the amount is \$55,132.76 from 6B, F&J (road project) to Housing Rehab 4A&C.

The grant will be extended for 3 months. Any funds left over from Gardner Street will be transferred and used for Rehab. This will allow us to do (2) more houses.

Ms. Morrison made a motion to move \$55,132.76 from Gardner Street project and any excess Administrative funds that will not be needed to close out the project will be moved to Housing Rehab.

Mr. McKenna seconded the motion and it carried unanimously.

**3. CDBG FY2012 Grant**

Lisa Pearson updated us on the 2012 Grant. This Grant is moving along on schedule.

- a) Boys & Girls Club** – 14 approved for yearly scholarship, 5 in income qualification process, and we have received 16 more pre-applications which are being reviewed.
- b) Pettengill House** – 22 households have been approved to date.  
G. McKenna asked if there have been any concerns with Pettengill House since their last request for Administrative Funds. Lisa Pearson explained the different ways emergency assistance is administered through Pettengill House and how the grant reimburses them. She also stated that the program is running smoothly. Lisa Beaulieu has made sure to increase her oversight, but there are no concerns. She also explained that there is a \$500 cap per person.
- c) Gardner Street Phase II** – Lions Way to Elm Street –Ad in Central Register and newspapers on 1/23/2013. Briefing session held on 2/25/2013. Bids are due on 2/25/2013. Construction will start in the spring. All right of entry forms have been returned. Project is ready to proceed.
- d) Housing Rehabilitation** – 4 Units- 3 under construction, 1 income qualification  
Lisa Pearson stated how all construction bids are rising. We are needing to find additional funds to help people. Lisa Beaulieu continues to make these projects move forward.

**4. CDBG FY2013 Grant Application**

The application is due February 15, 2013. Regulations state we are allowed to apply for \$500K; it is \$1.35 million every 2 years. There are no proposed changes to the target area map.

- a) Housing Rehabilitation** - There are 41 properties on the list for Rehab. It is important to keep the program running even if it is only 2 units.

Ms. McLaughlin asked if there is any obligation on the homeowner to keep the property up after getting the rehab help. L. Pearson responded that it is in the lien document that they sign. They are also responsible to keep it insured.

**b) Lincoln Avenue Neighborhood Infrastructure Project-** Phase I will be waterline replacement.

This project will be phased. The Town has committed to \$50,000 from water enterprise funds to make this possible; \$81,747.13 from Program Income.

**c) Pettengill House Emergency Assistance Program**

This program will continue to provide up to \$500 in Emergency Assistance to low/moderate income Salisbury residents. The town has received many letters of support for this program.

**d) Boys and Girls Club Scholarship Program**

This program will continue to provide scholarships to low/moderate income families for job related childcare. The Town has received many letters of support for this program.

On motion of Ms. Morrison, seconded by Ms. McLaughlin, it was voted unanimously to recommend the Board of Selectman that the Town of Salisbury apply for the FY13 CDFI CDBG Grant Application, Rehab, Lincoln Ave /Howard George Court, Boys and Girls Club Scholarship Program, and Pettengill House Emergency Assistance Program. There will be no change in the Target Area, as submitted.

Mr. McKenna asked if there is any yearly report on what is spent and where as so much effort is spent on these projects. He requested a copy; L. Beaulieu will provide.

On motion of Ms. McLaughlin, seconded by Ms. Morrison, it was voted unanimously to adjourn the meeting at 6:35 pm.

Prepared by:

Terri Mahoney  
Administrative and Financial Assistant