



**Town of Salisbury  
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Department of Planning and Development  
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**Citizens Advisory Committee Meeting  
May 13, 2013**

The Citizens Advisory Committee and the Department of Planning & Development held a Public Hearing on May 13, 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.

Because some attendees were there to discuss Item numbers 4 and 5, Lisa Pearson asked the Board to change the order of the agenda to discuss these items first. The Board agreed. Ms. Morrison offered the motion; Ms. McLaughlin seconded the motion.

**4. CDBG FY2013 Grant Application** submitted in February

L. Pearson explained that this is a waterline only project for Lincoln Ave. The grant is for \$550K and also includes services for Boys and Girls Club, Pettengill House and Housing Rehab.

Mr. McKenna asked if there is a priority list for funding. Ms. Pearson replied that there is a Capital Improvement List.

Ms. Ryan, 5 Lincoln Ave. asked if we have the funds yet and is there a chance the project will not be approved? Ms. Pearson replied yes, it may not be approved and no, we did not get the funds yet. She also reiterated that Phase I the waterline only.. It is hard to predict when the grant will be announced but usually late July.

Mr. Murray, 16 Lincoln Ave., asked if any other utilities will be done at the same time. Ms. Pearson replied, no, that the Gas Company said there is no upgrade needed and the Sewer Department also determined there was no upgrade needed.

Ms. Ryan, 5 Lincoln Ave. asked when the project is starting. Ms. Pearson replied that when we get a response from the grant, then. If we are successful, the next step is Environmental review. We anticipate going out to bid in January/February to get the best price. Then construction could start in March/April, depending on the weather.

Mr. Plante, 10 Lincoln Ave. asked if any funds were taken from Gardner Street for this project. Ms. Pearson replied that no, this is the first time we applied for construction funds. When we apply to CDBG, we are specific about what we apply for and the money must be spent on that project. He also asked what

condition the road will be left in. Ms. Pearson replied that a binder coat will be put over what is dug up until we can complete the project.

Mr. McKenna asked if when the construction begins and something is found to be 'rotted'; who is responsible? Ms. Pearson replied that if it is on the homeowner's property, the homeowner would be. If it is in the road, we will replace.

Ms. Pearson explained how the Grants are scored and how we work hard to provide a highly competitive grant but it is a highly competitive process.

## **5. CDBG FY2014 Grant Application ideas?**

Discussion began on President's Street neighborhood being a possibility for work. Ms. Pearson discussed that drainage, roadways and sidewalks were needed and this area has been on the DPW priority list.

Ms. McLaughlin asked if the neighborhood was eligible. Ms. Pearson replied that we will have to do income surveys and that at least 51% of the residents need to be low to moderate income.

We will work this the same way as Lincoln Ave./Howard George Court – mail surveys then go door to door with the survey and then follow up with a phone call. .

We need 100% response.

Mr. McKenna asked how the response was to the (2) prior projects and Ms. Pearson replied the response was good. Follow up with residents had to be done on these projects also concerning the income survey.

Mr. Christian, 12 Washington Street, stated that \$15K was given to the town from SPS to fix the catch basin at Washington and Hayes Drive but the work was never done. Ms. Pearson will look into; she is not aware of this.

Ms. Knight, 1 Garfield Street, asked exactly what the grant can do. Ms. Pearson explained again the needs of the neighborhood; sidewalks, drainage. Ms Knight also expressed concern that the marsh land around her house floods from the tides. This would be the way to look at those concerns and others.

Ms. Knight, 1 Garfield Street asked if curbs and sidewalks are required? There is no cookie cutter design – we would talk to people in the neighborhood and see what they want and what is needed for Public Safety. If this becomes a project, we will have multiple meetings to discuss.

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## **1. CDBG FY2010 Grant Review**

All projects complete and all funds spent

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

A. Boys & Girls Club Scholarships, Pettengill Emergency Assistance & Environmental Camp – all spent.

Ms. Pearson stated: There have been:

B/G- Scholarships- 80 beneficiaries- 343  
Pettengill- households-51 beneficiaries-114  
Environmental Camp – Scholarships 9 beneficiaries- 32

B. Housing Rehab – 8 Complete, 2 under Construction, 2 Contracts, 1 ready for bid, 1 write up  
All open projects are reprogrammed funds

C. Gardner Street Phase I- retainage

Ms. Pearson explained that the bill was finally sent. We were still holding the retainage funds. As we were awaiting a couple of small items; they are now complete.

D. Grant Amendment 6H Drainage to 4A Rehab Program Delivery \$794.11 and 9 Admin to 4A Program Delivery up to \$3000.00.

Ms. Pearson explained that a vote was needed to move the funds. Ms. Morrison offered the motion; Ms. McLaughlin seconded the motion.

L. Beaulieu will send in the Amendment request to DHCD.

### **3. CDBG FY2012 Grant**

Ms. Pearson updated the public and the Board.

A. Boys & Girls Club – 25 yearly scholarships, 17 December, 11 February, 12 April, total of 196 Beneficiaries Summer: 2 approved - letters have gone out

B. Pettengill House – 49 households 99 beneficiaries \$17,831.99  
Mr. McKenna explained that this is used for emergency assistance.

C. Gardner Street Phase II – Lions Way to Elm Street – went out to in bid January, Allied Paving, started April 9<sup>th</sup>, all right of entry forms have been returned, water services complete, drainage complete, excavation and reclaim has begun. Grading, compacting and binder coat are scheduled for this week – weather permitting! Updates for this project will be on the Website. Staff will send updates to the residents if they will be directly affected, i.e., paving, connections, etc.

D. Housing Rehabilitation – 4 Units- 2 Complete, 1 Bid, 1 income qualification  
Ms. Pearson explained that we are also doing emergencies such as a roof; not all full rehab. at this time.

E. Grant Amendment move up to \$5000 from PI to 8B Environmental Camp  
5 Income qualified, 3 in process and 4 pre-apps- spent \$3,960 last year

Ms. Pearson explained how the Camp Program works.

There was a motion to change the amount of \$5,000 to \$8,000 in case more children signed up at a later time. Ms. McLaughlin offered the motion; Ms. Morrison seconded the motion. It carried unanimously.

On motion of Ms. McLaughlin, seconded by Ms. Morrison, it was voted unanimously to adjourn the meeting at 6:40 pm.

Prepared by:

Terri Mahoney  
Administrative and Financial Assistant