

**CDBG STEERING COMMITTEE MEETING**

**MINUTES**

**Tuesday, February 5, 2019 at 8:30 am**

**Meeting Room – City Hall Annex**

**Gardner, Massachusetts**

**Committee Members present:** Joshua Cormier-Chairperson, Scott J Goguen Graves,  
Trevor Beauregard, Jennifer Susen-Roy and Roland Jean

**Committee Members absent:** Tracy Hutchinson and Sandy Mullins

**Others Present:** Katie Medina, DCDP

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J. Cormier opened the meeting at 8:30 a.m.

J. Cormier pointed out the Open Meeting Announcements posted at the two entrances in the meeting room.

**1. Acceptance of Minutes**

*Motion to accept minutes of December 18, 2018*

*T. Beauregard/J. Susen-Roy*

*All in favor*

**2. Old Business:**

None

**3. New Business:**

**3.1 CDBG FY19 Projects/Update**

J. Cormier let the committee know all CDBG projects for the FY19 application were approved by City Council at the January 22nd meeting. We will host a second public meeting today, at 9am, for projects that would be included in the FY19 application. MVOC did attend the Public Social Service meeting in October and presented their Housing project at that time. Due to their project not being considered a Public SS, they will be attending the meeting today to present their Housing project.

**3.2 Financial Summary**

J. Cormier said the BG16 is in the closeout stage. We currently now have BG17 and BG18 open.

J. Cormier provided the committee with activities related to BG17.

- Demolition: Remainder of the uncommitted money has transferred into the Park/Parking Lot Project.
- Park/Parking Lot: Contractors completed as much of the project as possible before the winter. They will begin again in the Spring as long as weather permits.
- Design-Rear Main: There were construction easement issues and we required additional survey work. The additional survey work was delayed because of the weather but have commenced again. We should have an updated report in the future.
- Public SS: NewVue meets here every Tuesday to meet with any potential new businesses in Gardner. Counseling for existing business is also available. We have asked for quarterly updates from them.

J. Cormier provided the committee with the update on BG18.

- Demolition: Some properties needed approval from Mass Historic. We currently have no definitive projects designated.
- Downtown Phase I: Major water main work will be done from Willow to Monument Park. J. Cormier met with Dane and Chris to discuss crosswalks and sidewalks. They will be working in conjunction with the Complete Streets project as well.
- Public SS: Gardner Athletics and Voices of Truth Contracts are complete. J. Cormier and K. Medina will be meeting with MVOC today to move forward on their project.

#### **4. Announcements and Recognitions:**

None

#### **Adjournment**

*Motion to adjourn*

*R. Jean/J. Susen-Roy*

***All in favor.***

Meeting adjourned at 8:45 a.m.

#### **DOCUMENTS**

Minutes from meetings of December 18, 2018

Sign In Sheet for February 5, 2019.

Meeting notes taken by K. Medina/J. Cormier

All documents are filed in the Office of Community Development and Planning, 115 Pleasant Street, Room 202, Gardner, MA 01440.