

A workshop was held by the Town Board of the Town of Moreau on February 22, 2012 at 7:00p.m. in the Town of Moreau Office building, 61 Hudson Street, South Glens Falls, New York regarding a Shelter Planning presentation.

Supervisor Jenkins called the meeting to order at 7:00 p.m.

The Deputy Town Clerk called the roll.

Town Board Members Present:

Robert J. Vittengl, Jr.	Councilman
Bob Prendergast	Councilman
Todd Kusnierz	Councilman
Preston Jenkins	Supervisor

Town Board Members Absent:

Gina LeClair	Councilwoman
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Also Present: Leeann McCabe, Deputy Town Clerk; Stefanie DiLallo Bitter, Attorney for the Town; Robert Murray, Shelter Planning & Development Inc.; Marilyn Ryba, Shelter Planning & Development Inc.; Gordon Woodworth, The Chronicle; Paul Post, The Saratogian; also, Town & Village residents.

Supervisor Jenkins welcomed everyone to the workshop and asked that everyone turn off or silence all electronic devices.

Supervisor Jenkins stated that Shelter Planning will be talking to the Town about H.U.D. programs and started the workshop.

Bob Murray introduced himself and Marilyn Ryba, both from Shelter Planning & Development Inc. which is a community development and consulting group. Their primary business is working with all the grant programs, Federal and State, whether it's housing, economic development, public facilities, parks or recreation facilities. He stated that they've been in business for over thirty years and currently represent a number of communities locally with a variety of economic development and housing programs. There were two grants recently awarded, one to the City of Glens Falls; it was called the Community Challenge Plan Grant. The second a regional sustaining planning grant to the Adirondack Gateway Council. Both were National competitions. They drafted them both and were successful. Marilyn wrote the \$750,000.00 grant that was awarded to the Adirondack Gateway Council. Ms. Ryba stated that this was one out of twenty nine awarded the regional grant with one thousand competing. Mr. Murray stated that's their business, that's what they do. You get the grant from whatever source to solve a problem and then there's a whole bunch of administrative work and grant management work that comes after it. That's how our company really works. He stated that last year they spoke with the Town Board regarding Housing Rehabilitation projects. There are three agencies in the State of New York that provide grant funds to municipalities to run housing rehab programs: Affordable Housing Corporation, The Housing and Community Renewal and the Office of Community Renewal. They're all under one umbrella agency now but separate funding sources that fund various housing programs with housing rehabilitation being the primary one. They had looked at the Town before and given the size and the demographics and the fact they knew the condition of some of the housing in the Fenimore area, they thought that might be an effort or a program we would be interested in. Housing rehab programs or a grant to the community of three or four or five hundred thousand and then subsequent grants of up to twenty five thousand for individual eligible homeowners to make repairs to their homes. There are a bunch of standards and processes that go with all that. It's easier said than done. They're basically an attempt to use the money the Federal or State governments have, to improve the housing stock generally occupied by low or very low income or very often elderly people who can't afford to make repairs to roofs or furnaces. Ms. Ryba stated that the competition doesn't have to be for any particular target area, it can be for the whole community and that would be something that if you agreed and wanted them to move forward they can see what the numbers might be and put together a proposal. She stated that for over thirty years, communities have depended on their advice. Mr. Murray stated that the grant game has changed, with the consolidated funding application and the Governor's initiatives. In the past all of these programs had separate deadlines and

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separate notices of when the money was available and they all had separate application requirements. It's not clear that with the consolidation of that process into theoretically one process under consolidated funding, we're not sure, but they think there will be an announcement that all of these programs have funds available and that not only will you have to do the consolidated funding application electronically, but you'll have to attach the same pile of paper and the same application that normally goes to each of the separate funding agencies because there's no way we can rate and rank them based on the generic application. Nobody knows how this will exactly work yet. There's a conference coming up in March when they'll be talking about it. A good guess is that sometime in April the Governor's office will make an announcement that money is available, with applications on a whole range of programs due sometime in the summer, but nobody knows. There's also less money available because the Federal budgets have been cut. They quickly looked at our numbers. We have a sizeable population and some housing that's well over fifty years old, a high elderly population.

Supervisor Jenkins had one question on the CFA funding, to what you're normally applying for, what have the deadline dates been in the past? Mr. Murray stated that in the past a notice of funding availability would come out in November or December. They would have application deadlines in March or April. There would be different deadline dates for each of the housing type programs. The process is where we hire them to do an application, that's a local cost. If they administer our program, which they would want to do and can do, but they can't do until we go through a different procurement process to hire them, then all of the fees and costs come out of the grant. They work within the established procurement parameters. Mr. Murray passed out some brochures that he had showing that they've been successful.

Supervisor Jenkins asked what a basic timeline would be, if we were to engage them, what kind of a timeline would they be prepared to actually file a grant? Mr. Murray stated that if they left here tonight, he would give us a proposal to look at, at the next board meeting, you'll authorize them to prepare a grant application at the next board meeting. In two or three weeks they would finish an outreach effort with direct mail and public notice to try and solicit interest from the community over what's going on. They would then come back to us and tell us what they found and as soon as they knew the date for the deadline for the housing rehab applications, they would begin to prepare that. We may or may not have to go through two public hearings depending on which program. They would complete an application and it would probably get filed in July or August. If they turned around tomorrow and said you have sixty to seventy days to get an application in, that's going to drive everyone nuts. They don't think this will be the case. They have a conference set for March 21st in Lake Placid to discuss the revised process. Supervisor Jenkins asked if after six weeks and an outreach, would there be enough data to write a grant and Mr. Murray replied yes.

Councilman Kusnierz asked Mr. Murray to elaborate on which local communities that he has secured grant money for. Mr. Murray stated that they've had a long success in the Town of Queensbury; they were able to get a Block Grant, followed by a Home Grant, followed by the HC Grant, in successive rounds. In all they ended up with over two million dollars targeted in their low income areas. They've done the same in Hudson Falls. They've gotten funding for rehab in the Village of Herkimer for years. They've done the same for the Village of Whitehall. They've also done multifamily housing grants in Hudson Falls. They approach landlords who have low income tenants living in substandard conditions.

Councilman Kusnierz asked how they charge for their services. Mr. Murray stated that it is a flat fixed fee for the application. In the past they've charged a fee of \$6,000.00 for Block Grant and Home applications. When you do a program like that of \$400,000.00 dollars, there is an administrative budget and a program delivery budget. Those numbers are in the caps of the program funding agency. Their fees are generally fixed fee contracts not to exceed those numbers to take the program from beginning to end. He stated that HUD actually encourages that because you're guaranteed to get everything done no matter what the problem's for price is in the budget. They will work on an hourly basis if the product is undefined. It's a case by case basis and up to the client.

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Councilman Kusnierz asked what they're success rate was for applications submitted. Mr. Murray stated that he has never calculated that. Ms. Ryba stated that her personal success rate is at 90%. Mr. Murray stated that you don't win every time.

Supervisor Jenkins stated that it was his understanding that the Village of South Glens Falls has a fee built into their building permits that pays for this.

Councilman Prendergast stated that he assumes that they have some familiarity with the Town already and Mr. Murray stated as planners they've done their homework, they've run the demographics and have some idea what's going on. They've had several conversations with the Supervisor over a variety of issues in the Town. Councilman Prendergast asked if they already have a target area. Mr. Murray stated not necessarily. Councilman Prendergast asked if the survey would go out to the entire Town. Mr. Murray stated that he would like to do a direct mail in the Fenimore area but he would also do an outreach that covers everywhere else in the Town in some fashion. Maybe not exactly direct mail by address. The reason he would do this is by driving through the area, he'd like to see what somebody says. There are other areas in the Town that they don't have a handle on the conditions. He thinks that would be a newspaper ad, a notice in the stores, a notice in the church bulletin or at the senior center. That's how they figure out if people are taking notice. Councilman Prendergast asked if they find it difficult to gather the information. Mr. Murray stated no.

Councilman Vittengl asked if these are matching grants. Mr. Murray stated no, that 100% is to the community, no local shares.

Councilman Kusnierz asked that if the homeowner takes it to the end of the program are there any stipulations attached to the house with future sale. Mr. Murray stated absolutely. There are many ways to deal with this. The traditional way is, it's called a grant, but it's a loan with a forgiveness clause and if they stay in the house and don't sell it for five years the payback is forgiven at the end and prorated over five years. You could make it seven years, it's a local call. Every once in a while people have a reason to sell and in that case they pay back their portion of the grant. Councilman Kusnierz asked who enforces the rule and Mr. Murray stated that you file it in the County records, there is a lien against the property. He stated that he's not a lawyer so he can't tell us those nuances. They file it so there's no way a house can be sold without being cleared. It also states that not only can you not sell the property but you have to use it as your principal residence.

Mr. Murray asked if he could prepare a proposal. Supervisor Jenkins stated that he should supply him with the proposal and he would have the Town Board review it.

A motion was made by Councilman Vittengl and seconded by Councilman Prendergast to adjourn the workshop at 7:40 p.m.

Roll call vote resulted as follows:

Councilwoman LeClair	absent
Councilman Kusnierz	aye
Councilman Vittengl	aye
Councilman Prendergast	aye
Supervisor Jenkins	aye

The meeting adjourned.

Respectfully submitted,

Leeann McCabe
Deputy Town Clerk