

A **REGULAR MEETING** was held by the Small Cities Committee of the City Council & WPC Authority on Thursday, March 22, 2018 at the City Hall in Room 215.

Chairwoman Marie Soliani, Councilman Fred Simon, Mayoral Aide Tim Waldron, and Small Cities Consultant Dr. Lisa Low were present. Councilman Frank Rubino arrived at 6:16 p.m.

Chairwoman Soliani called the meeting to order at 6:02 p.m.

Discussion with Small Cities Consultant

Small Cities Consultant Dr. Lisa Low summarized her professional background and stated that she started her business after writing grants for the Town of Oxford, CT. She stated that Lisa Low & Associates has grown to eight employees and has served 25 communities, including running the Housing Rehabilitation Program in Fairfield, CT.

Dr. Low stated that the City has selected to apply for a Housing Rehabilitation grant this year and explained that the Housing Rehabilitation Program is a federal grant to allow people with low and moderate incomes to be able to live in their homes by making necessary health and safety improvements. She stated that projects are capped at \$30,000 and are in the form of zero percent interest, indefinitely deferred loans.

Councilman Simon asked how the grant money will be managed and tracked. Mr. Waldron stated that there will be biannual reports to the State. Dr. Low explained that the City will be the fiduciary and Lisa Low & Associates will track the allocation of funds. She stated that the funds never go directly to the homeowner(s).

Dr. Low explained the entire process involved in the Housing Rehabilitation Program, from submission of applications, to the selection of contractors, periodic inspections, and final closeout paperwork.

Dr. Low and the Small Cities Committee discussed expectations regarding communication. Councilwoman Soliani requested that all communication flow through the Mayor's office.

Adjournment

A motion to adjourn was made by Councilman Simon, seconded by Councilman Rubino. Chairwoman Soliani closed the meeting at 6:29 p.m.

Respectfully Submitted,
Jonathan R. Draper, Asst. Clerk

ATTEST:


CAROL L. ANDERSON, MMC
CITY CLERK