

West Haven Community Development Administration
Public Meeting
January 17, 2023 6:00 p.m.
CDA Office, 2nd Floor City Hall

Mark Bisaccia, CDA Manager called to meeting to Order at 6:00 p.m.

He explained that the purpose of the Meeting was to receive input from Agencies and Residents with regard to the PY 49 (July 1, 2023-June 30, 2024) Annual Action Plan for CDBG.

Present were CDA Staff members, Ronald Dumas, , Mark Bisaccia and Rosa Richardson. There were two residents present at this meeting.

Mark asked if there were any comments or suggestions regarding the Annual Action Plan. One resident stated that he is pleased with the programs that are offered to the public with these funds.

There were no other comments.

Meeting adjourned at 6:07 p.m.

West Haven Community Development Administration
CDBG Applicant Review
January 14, 2020 6:10 p.m.
3rd Floor Conference Room
City Hall

Mark Bisaccia Opened the Meeting at 6:10 p.m.

Present: Members Victor Borrás, Carol Eagles, Colleen O'Connor, Jeff Moreno. CDA Staff Mark Bisaccia, John Bernardo, Rosa Richardson

Absent: Member Calvin DeLoatch

Columbus House- Columbus House did not show, Rosa Richardson contacted Agency Acting Executive Director and left a message.

Mark Bisaccia took this time to review the changes in the Citizen Participation Plan with the members. He explained, in detail the changes made to the Plan and the reasons these changes were made. A motion was made by Victor Borrás to accept the New Pan as revised. Seconded by Jeffrey. Motion carried by unanimous vote.

W.H.E.A.T.- After formal introductions, Ms. Majestic reviewed the application for Supplemental salary. She explained that she once again requested funds for the part-time Pantry Coordinator. This position is critical at this time since she and the Board is working on a succession plan in preparation of Ms. Majestic's retirement. The goal is to transition a new Executive Director, with that individual having all of the necessary skills and tool to make a smooth transition upon her retirement.

Mr. Bisaccia praised Ms. Majestic and the Board. He explained that this is a vital agency within the community and you must be prepared for that change.

She then went on to explain her next request. WHEAT, in its' 5 Year Capital Plan, has added upgrading their operating systems and technology along with increased wireless capability. She has requested new computers, as well as copier and other technology related items. She explained that Verizon, the Agencies mobile supplier has offered to update the system and wiring to accommodate this need.

WHEAT wants to add back-up supply in the event of power loss or major surge. With residential properties right next door to them, there is concern about the noise levels of generators. Once they get over this barrier, WHEAT will look to increase the number of Commercial freezers.

With the high elderly clientele, WHEAT is trying to purchase carts so that those who are elderly or disabled can take the whole food supply and be able to walk and/or bus. Currently, WHEAT is finding that these clients only take a portion of what they are entitled to because they cannot carry, it.

WHEAT also anticipates a continued increase in the need for food within the community. Additionally, the CT food bank has implemented a delivery sur-charge of \$400.00 per month. With that added cost, along with the reduction of food stamps and disability, WHEAT believes there will be an increase in their clientele base. WHEAT wants to be pro-active in this respect and is looking to add an additional Site in the Allingtown (North Side) of the City.

Mark Bisaccia thanked Ms. Majestic for her continued dedication to this great cause.

Meeting adjourned at 7:36 p.m.

West Haven Community Development Administration
CDBG Applicant Review
January 21, 2020 6:10 p.m.
3rd Floor Conference Room
City Hall

Mark Bisaccia Opened the Meeting at 6:10 p.m.

Present: Members Victor Borrás, Carol Eagles, Colleen O'Connor, Calvin DeLoatch. CDA Staff Mark Bisaccia, John Bernardo, Rosa Richardson

Absent: Member Jeff Moreno

Human Resources- After formal introductions, Beth Sabo, Commissioner of Human Resources, went on to explain the purpose of the funding request. She gave the Members an account of the fund use for this year so far.

She stated that there was a family of seven (7) who were displaced when the apartment they were renting was found to be uninhabitable. Although the homeowner put the family up in temporary housing, the City was obligated to find housing. Beth Sabo has relied on the assistance of John Counter, Executive Director of the Housing Authority. He was able to secure a Section 8 emergency housing certificate for this family who was on the verge of eviction due to insignificant funding sources and un-employment.

Another single mother with a severely disabled son was living in a 3rd floor apartment. As this child grew, it was increasingly difficult for the mother to carry this now 8 year old child to the 3rd floor, let alone his specialized chair.

After the mother contacted CDA asking for assistance, Beth Sabo was able to secure housing for her and the child with the Housing Authority. Since there were no available handicapped accessible units, CDA provided a specialized lift so the parent could get her son to the second level. CDA is continuing to work with Human Resources, the Housing Authority to provide adequate ramps to eliminate the barriers of getting him into the apartment. This has been a tremendous asset to both mother and child. By securing this rent, mom no longer worries about how she will pay the rent and care for her child while working only part-time. Mom must be at home when her child is brought home from school making it impossible to care for him and work a full time job.

In another instance, a mother and child were removed from their home due to lead paint. Once again, the Housing authority was able to accommodate this family. Now she is in safe, affordable housing.

As you can see, with these funds and the assistance of other agencies working together these families are now in safer, affordable housing.

Mark Bisaccia stated that what Beth Sabo does is of vital importance to the City and its' residents. He expressed deep concern about the City's lack of succession training and feels as though when Beth Sabo retires, there will be no one to step up and take up the reins. Beth is one of many public service employees who is upon retirement age and as he stated last week with Rose, it is very important that the city as well as agencies are prepared for the transition of staff.

WH Youth and Family- After formal introductions, Mr. Morton distributed several brochures to the CDA Staff and Committee Members. He thanked the Committee for their continued support and commitment to Youth and Family Services. He currently has 4 applications before the Committee. He explained that he fully understands the difficulties associated with the distribution of Public Service finds and continues, despite cost rising, to ask only for what he receives in the current year.

When asked how he can continue to fund these programs without increases, Mr. Morton explained that the City of West Haven and its' employees have always been very generous. They continue to support the many fundraisers that Youth and Family offers (lunches, breakfasts, bake sales, etc). Additionally, the families have fundraisers.

He went to explain the strides the Social Work program has made. Now have an additional part-time staff member on board. She was an intern last year and has graduated. They continue to utilize the SCSU intern program and are able to provide more services based on this.

The clinicians work with Board of Education and are part of the truancy response team and the homeless student program. They are paid through a Board of Education Grant.

Youth and Family Services works with UNH and they have been very generous by adopting a family as well as filling 20-25 bags of groceries for these families.

They have implemented an anger management program for 5th and 6th grade boys and girls and are currently beginning to implement the same for 7th and 8th grades at Bailey Middle School.

Mr. Morton also distributed a monthly document with each of the activities provided to the Children with Special Needs Program, the Adolescent Support Group Program and the Parent Support Group Program.

Mr. Morton has been able to implement and enhance the many programs offered through Youth and Family Services. He is the only full time Staff Member. He provides a very small stipend to what he would call part-time staff members. But he relies mostly on the parents of

children who participate in his programs. He along with these individuals, work diligently to grow and expand on these very needed programs.

When asked what his goals are in the next five years. He stated that he does not believe that he will be here for 5 more years. He was asked if there is anyone whom he believes would be able to transition into this position. He stated that he is confident that the newly hired part-time clinician would be a very good fit, but he would need to give her some much needed hours to learn the ropes and make the transition easy. Unfortunately, there are not funds available to do this.

Mr. Morton once again thanked the Committee.

Meeting adjourned at 7:40 p.m.

West Haven Community Development Administration
CDBG Applicant Review
January 28, 2020 6:10 p.m.
3rd Floor Conference Room
City Hall

Mark Bisaccia Opened the Meeting at 6:10 p.m.

Present: Members Carol Eagles, Colleen O'Connor, Calvin DeLoatch, Jeff Moreno. CDA Staff Mark Bisaccia, John Bernardo, Rosa Richardson

Absent: Member Victor Borrás

Rape Crisis Center of Milford- Antonio Vitti, Peggy Pisano and Lilly Pisano. Lilly is the advocate mascot and companion dog. After formal introductions Mr. Bisaccia asked Mr. Vitti and Peggy to explain the roles of the victim advocates for the Rape Center.

Mr. Vitti began by thanking the Committee Members for their service and commitment to City and CDA program. He understands the commitment and the time taken from family in order to participate and he wants to thank them.

The Rape Crisis Center has been providing victim services for over 45 years. When they respond they stay with the victim and provide all of the necessary resources from the beginning until disposition of the case, even if a criminal case takes years.

They have partnered with the WH Police Dept. on a Grant through the Criminal Justice System. This grant will provide all necessary training as well as resources for victims of abuse. Rape Crisis provides education throughout the WH Public School system as well as University of New Haven. They have a dedicated advocate at UNH as well.

He went on to explain that last year, while educating in our Public Schools, there were 36 disclosures. This program allows students to feel comfortable and open up. He proceeded to state that there were a total of 88 victims in West Haven last year. 22 were 18- under. There were a total 560 cases within their jurisdiction.

Member Moreno asked why they ask for such a small amount. Mr. Vitti stated that he understands the needs of the organizations that West Haven provides funding to. He explained that they would not want to take funding away from other organizations so they ask for the amount granted each year. This agency has been fortunate enough to receive additional funding from West Haven when the budget allows and they are grateful.

He explained that they continue to raise money through their own fundraising efforts.

Mr. Bisaccia asked where he believes this agency will be in 5 years. What do they see as their challenges and opportunities?

Cultural issues have become an issue. Ms. Pisano explained that one of the largest hurdles is when an undocumented is abused. They are terrified to come forward. Another is human trafficking. They are implementing programs to provide all of the necessary resources to those who have been through this nightmare. They must implement all the necessary services so that those that have been through this receive all of the necessary services needed to move off the streets and improve their quality of life. This will be a major undertaking but is far more prevalent than we want to accept.

And just as important is finding innovative ways to do more, provide more with less. Funding has and will always be a challenge for all agencies including this Agency.

Mr. Bisaccia asked if they believe these number will rise over the years. Mr. Vitti explained that even after looking at trends, this is very unpredictable. Add to that the fact that we are now in the school systems, which leads to more disclosures, there is absolutely no way to predict.

Ward Heittmann House- After formal introductions, Patrice Farquharson stated that the Ward Heittmann House Museum purchased the home next door and is seeking funding to add siding, flashing, roof etc.

She stated that the intent when this home was purchased was to be able to utilize the large lot to enhance Ward Heittmann House. The purchase price of the home was \$189,000. But the home is now uninhabitable since all the mechanicals have been stolen.

It was suggested that Ward Heittmann continue to refurbish the Ward Heittmann House Museum instead of beginning another totally different project, especially since there is still funding from previous years allocated for the Museum project. Ms. Farquharson was in agreement. The bid process is supposed to begin in March for Ward Heittmann.

After lengthy discussion, Mr. Bisaccia asked that Ms. Farquharson come back to the Committee with a budget for the Ward Heittmann House Museum project. Along with the proposed budget she should also request that the Committee consider applying those funds to the continued refurbishing of the Ward Heittmann Project.

She agreed to get that proposed budget to Mark Bisaccia.

WH Child Development Center- Patrice Farquharson then proceeded to state that she is the Executive Director of the Child Development Center. The Center accommodates children from birth (6 weeks) through age 4.

She gave a description of the Child Development Center and the role of the Health Collaborative. After explaining her program, Dr. Farquharson asked the Committee to consider increasing her funding as it has become more and more difficult to find the funding needed.

She thanked the Committee for their time.

Meeting adjourned at 8:10 p.m.

West Haven Community Development Administration
CDBG Applicant Review
February 4, 2020 6:10 p.m.
3rd Floor Conference Room
City Hall

Mark Bisaccia Opened the Meeting at 6:10 p.m.

Present: Members Carol Eagles, Colleen O'Connor, Calvin DeLoatch, Jeff Moreno, Victor Borrás.
CDA Staff Mark Bisaccia, John Bernardo, Rosa Richardson

Absent: None.

Engineering- Allingtown Green Landscaping - Mark Bisaccia explained the procedure and asked the Members to Introduce themselves. Once everyone was introduced to Ken Carney Chairman of the Building Committee, and Abdul Quadir, City Engineer

Mr. Carney brought the Site Plan before the Committee for their Review. He explained what the plans entailed. The Committee members opened discussion on the many rumors that were going around the City. This project has become a very hot topic but most of what is being said are untrue.

Cellini Place will not be closed. This was a major concern of the Fire Dept. who would need access. In addition, the Building Committee met with the Acting Chief and they were able to determine that if in fact the street were closed off for an event/ activity, the trucks would still be able to gain access from Forest Road.

The monuments will not be removed from the Green, they will be placed into an area where you can sit and observe them. And the Clock will be repaired and re-installed in its' original location.

This eliminated most of the skepticism. However, there was still the concern about vandalism. There will be plenty of cameras on the brand new building adjacent to the Allingtown Green. There was also discussion on the impact of the Old Forest School Building/ Library being sold.

Abdul explained that this needs to be completed in the very near future. Mark stated that There is a process in place to amend the current budget from unallocated funds. He explained the process to the Committee and Mr. Quadir. He also explained that although this is possible, the process will take some time. There is the Public Notice along with a 30 day comment period. Then this budget amendment must go before City Council for Public Hearing and approval.

Engineering- Sanitary Sewers- There are some streets in the Allingtown Area that have never been hooked to Sewer system. Orton St. Rockdale and Allen Street have been targeted for

Sewer systems. The City/ Engineering was able to get UNH to add a pumping station when the new football field was being constructed. Without that station, a sewer system would not be possible.

Mr. Quadir explained that these properties would never be able to comply with the mandates for septic because the properties are not large enough to meet the mandates. Eventually, the City would be forced to hook up these homes to the City's sewer system. With that said, Mr. Quadir has sought CDBG funds in order to entice the residents to hook into sewer lines.

After lengthy discussion, the Committee members were in agreement that in order to ensure that the homeowners would be in favor, they recommended that the Engineering Dept. make this project 2 phases. This would allow CDBG funds to reduce the cost to the resident to approx. \$8,000.00 per household for the line (plus and additional. \$1500 - \$3000 for hookup) vs. \$16,000.00.

All Committee members were in agreement that this would be the most beneficial to the homeowners. Additionally, any owner occupied household can apply for Single Family Rehab for the hookup. The assessed fee of approximately \$8,000.00 can be paid over a period of 15 years through their taxes. Because this is a low/mod area, we must assume that these residents would find it difficult to come up with those funds immediately.

Mr. Quadir stated that making this project 2 phases will be very easy and is in agreement.

Mr. Quadir thanked the Committee. Mr. Bisaccia asked the Committee if they would like to discuss and motion to approve the budget amendment for the Allingtown Green. Member Carol Eagles made a motion to use \$250,000 from prior years' unallocated funds for this project. Seconded by Members Calvin DeLoatch and Colleen O'Connor. Motion carried by unanimous vote.

CDA will begin the process for this amendment.

WH Board of Education- Michael McGrath and Chris Everone from the BOE Maintenance Department were introduced to Members. Mike started by thanking the Committee, once again for allowing them the opportunity to apply and come before the Committee. He explained that This Committee has been more than generous and without it, they have no idea where they would be. They understand that the City was looking at some extensive projects so they are only asking for a much needed replacement roof at Savin Rock School.

Mr. Bernardo stated that the proposal was very generic and he asked how many square feet. It will be approximately 17,000 sq feet. Mr. Bisaccia explained to them, the davis-bacon wages and re-iterated that they must use that rate when it goes out to bid. They understood.

The Committee had no other questions.

Meeting was adjourned at 730 p.m.

West Haven Community Development Administration
CDBG Applicant Review
February 11, 2020 6:10 p.m.
3rd Floor Conference Room
City Hall

Mark Bisaccia Opened the Meeting at 7:35 p.m.

Present: Members Carol Eagles, Colleen O'Connor, Jeff Moreno, Victor Borrás. CDA Staff Mark Bisaccia, John Bernardo, Rosa Richardson

Absent: Calvin DeLoatch

FISH Homebound Grocery Deliver - Mark Bisaccia explained the procedure and asked the Members to introduce themselves. Rebecca Taylor, Executive Director introduced herself. For the benefit of the new Members, she explained The Mission of FISH. Been in operation since 1968. Serves Homebound individuals/ families in New Haven, Hamden, West Haven.

Clifford Beers- Outpatient Psychotherapy

Mr. Bisaccia explained that there are New Members now on this Committee so he asked that we go around the room to introduce ourselves. Once all introduced themselves Mr. Bisaccia turned the meeting over Martha Blazas of Clifford Beers.

Martha gave the Committee an overview of the Clinic and the clinical services and resources made available to clients. These services include Outpatient clinical services including schools and other community based services, Emergency Mobile Psychiatry for families in distress and a new Hamden location that specializes in autism and developmental disabilities.

Their focus in the WH Office is support, outpatient services and connecting with other services, Care Coordination with a whole family approach.

She thanked the Committee for their continued support.

Mr. Bisaccia took the opportunity to Review the CDA Sponsored Activities: Housing Rehabilitation, Handicap Ramps, and Downpayment Assistance. These are ongoing activities of which our CAC Members are aware so it was just a review of the requested amounts and the number of projects it would cover.

BH Care- Domestic Violence- Postponed due to illness

Meeting Adjourned at 8:15 p.m.

West Haven Community Development Administration
CDBG Applicant Review
February 18, 2020 6:10 p.m.
3rd Floor Conference Room
City Hall

Mark Bisaccia Opened the Meeting at 7:35 p.m.

Present: Members Carol Eagles, Colleen O'Connor, Jeff Moreno, Victor Borrás, Calvin DeLoatch.
CDA Staff Mark Bisaccia, John Bernardo, Rosa Richardson

Allingtown Fire Dept.- Acting Chief Michael Esposito thanked the Committee for allowing him the opportunity to be here this evening. He explained that the Dept. has been fortunate enough to be awarded funding in the past and he is hoping for assistance from CDA again.

He explained that the current fire stations are outdated and are no longer in compliance with OSHA regulations. HE explained that the Allingtown- Admiral Street station can no longer house larger fire engines due to the size and weight of the vehicles. The Allingtown Station has been unmanned for almost 18 years now and only houses the Chief and Administrative Staff. Additionally, there is no available parking for employees.

He stated that currently engines roll out of the Fairfax Street "Minor Park" Station but this station is in a residential neighborhood. Also, there is no bunking quarters for females. His goal is to find a suitable site for a New Firehouse along Route 1. The intent is to sell off both stations once a new one is constructed.

Member Moreno asked if this would eventually save the City money through Insurance, Maintenance, Heating etc. All were in agreement that a modern building would save the taxpayers money annually. He also explained that one station would be beneficial since all apparatus would be in one location (water rescue boat, all engines, etc..).

He thanked the Committee for their time.

Bridges- Dawn Silver D'Angelis, Director of Adult Services, introduced herself after the Members were introduced.

She explained the Case Management Program and what this program provides to our seniors (over 60) in West Haven. She attends the Senior Center 2 times monthly. She assists the clients with completing applications for Health Care Benefits, Food Stamps etc. She assists those with Housing needs and discusses all of the resources available including Food Pantries, etc.

Bridges now offers a crisis management team who will respond to an individual in need. They will go out and assess and assist in determining what this individual in crisis needs. They will follow this individual and help them find the necessary resources including but not limited to Mental Health and/ or substance abuse assistance, Housing, Elderly services etc.

She also wanted to emphasize that Bridges does not turn people away. If the City were to reach out for an individual who was not a Senior Citizen, Bridges would still assist with their available resources. Bridges is currently working with the Board of Education in order to provide medical and mental health services to our students. They very active in our community and will strive to provide many services to our residents.

The City is very fortunate to be able to rely on this Agency and the services provided. Ms. D'Angelis thanked the Committee for their continued support of this agency and the services provided.

The meeting adjourned at 7:23 p.m.

West Haven Community Development Administration
CDBG Applicant Review
February 25, 2020 6:10 p.m.
3rd Floor Conference Room
City Hall

Community House- Mark Bisaccia asked the Committee Members to introduce themselves as there are a few new members. He then asked the Community House to introduce themselves. Present were CEO Patricia Stevens, Paul Bauer Chair of Facilities as Abel Padro, Head of the Community House Head Start Program.

Abel opened discussion by explaining the mission of the Head Start Program. He explained that they currently serve 144 Preschoolers ages 3 and 4. There are a total of 8 classes consisting of 3 classes that run 7:30am-5:30 p.m., 2 classes that run 8am – 1 p.m. and 3 classes that run 9am – 3 p.m. This is a premier preschool program that serves low to moderate income families as well as 10% of the preschoolers are children with a disability.

There are currently 18 children per classroom and there is a certified teacher as well as teacher aids in each class. Mrs. Stevens explained that CDBG funding is important because it allows for that third Aid in the classroom. This position was eliminated based on State and Federal Budget cuts but was brought back a couple of years ago with CDBG funds.

Abel provided the Committee with additional information and when no one had questions, Mrs. Steven moved onto their next request for funds.

Community House- Currently Community House is seeking funds to replace a very antiquated fire alarm system at the Community House site. **Mrs. Stevens explained that the current system is working. However, it is so old that it is nearly impossible to find parts. Her fear is that it will go down and be irreparable causing issues with the activities including but not limited to**

The Agency thanked the Committee and CDA for their continued support. CDA has always been very generous and this agency cannot thank them enough for all that they have done.

Mark Spoke to the Committee regarding last year's Capital Improvement which consisted of updating the Savin Avenue Group Home to meet Code. This is a very involved project and CDA has committed \$75,000.00 for this project but the total cost is somewhere around \$259,000.00. Ms. Stevens stated that Community House has been able to secure approximately \$160,000.00 toward this project so they are just about ready to move forward.

Columbus House: The Committee and CDA Staff introduced themselves and Kathleen Meade, the Staff Manager of the Supportive Housing component of Columbus House introduced herself.

She explained that currently Columbus House is seeking funds to continue the supportive housing program for the 21 clients they service in the West Haven currently. She explained that they were excited that 2 of the current West Haven clients have moved on and are no longer in need of this program. She explained it is the goal of this program to get all clients to be on their own eventually, but that is not always the case. Currently, there are 3 individuals who are critically ill.

Case managers make visits twice monthly at a minimum. However, clients may need more frequent visits and additional services outside the case manager visits. Those services may include substance abuse treatment, mental health treatment etc... They are required to attend monthly tenant meetings and are offered programs such as job training, HIV Awareness classes even tai chi to teach them how to de-stress.

Clients must meet certain criteria in order to be eligible for this program. First and foremost they must be considered chronically homeless which basically means they have had to be homeless for one year or for a total of one year in the past 4 years. Potential clients can reach out to Columbus House through 211, may be referred through other agencies.

There was some discussion on how it has been determined that homelessness has been greatly reduced. One staff member stated that she believes that there are more homeless within the city now than there ever has. This city does not see a reduction in homelessness. There was also discussion on the Columbus House Outreach Program as well.

The Columbus House Staff thanked the Committee for their continued support.

Meeting adjourned at 7:46 p.m.

West Haven Community Development Administration
CDBG Final Recommended Budget Review
March 10, 2020 6:00 p.m.
CDA Office, 2nd Floor
City Hall

Meeting was called to order at 6:00 p.m. by Mark Bisaccia.

Present: CAC Members Carol Eagles, Calvin DeLoatch, Jeffrey Moreno, Colleen O'Connor
CDA Staff members Rosa Richardson, Mark Bisaccia

Absent: CAC Member Victor Borrás, CDA Staff Member John Bernardo

Mark set up the excel spreadsheet on the projector and the CAC Members were able to go through each applicant and express any questions, concerns etc.

The CAC Members went through each agency voiced their opinions and were able to agree, by general consensus, to the Final, Proposed Budget. A motion to approve this budget was made by CAC Member Jeff Moreno, which was seconded by CAC Member Colleen O'Connor. The motion carried by unanimous vote.

Mr. Bisaccia thanked the Committee for their Commitment and service to our West Haven residents.

The Meeting adjourned at 7:30 p.m.