

MINUTES  
SPECIAL MEETING  
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE  
Wednesday, January 11, 2017, 12:00 P.M.  
TOWN HALL ANNEX – CR 3

I. ROLL CALL

Present: Schoolcraft, Hespeler, Vincent, Sherman  
Absent: Eames  
Staff: Cullen

II. APPROVAL OF THE MINUTES OF April 13, 2016

MOTION: To approve the minutes of April 13, 2016  
Motion made by Hespeler, seconded by Vincent; so voted unanimously.

III. ELECTION OF OFFICERS: Nominations were for Dorothy Eames as Chair, Eleanor Schoolcraft as Vice-Chair, and Lee Vincent as Secretary. The slate was approved unanimously

IV. SCHEDULE OF MEETINGS FOR 2017: Mr. Vincent said that he is on the board of Music on the Hill RI and must meet with them on second Wednesdays. It was unanimously agreed that meetings for 2017 will be held on April 19, July 19, and October 18 at noon at the Town Hall Annex.

V. PUBLIC COMMUNICATIONS: None

VI. STAFF REPORT: Susan Cullen reported on the successful completion of grant years 2013 and 2014. That work included spending \$800,000 mainly for accessibility upgrades at properties of the Groton Housing Authority. We discussed the process and purpose of the upcoming outside audit, which must result in a positive report before future grants can be used.

The audits involve a sample of our project files. The Town's auditor also checks the accounts. Also, the Town of Groton requires multiple sign-offs of disbursements. Mr. Vincent gave new member Karen Sherman a summary and examples of how fraud can creep into public project funds like ours and how it can be avoided or detected. Avoiding all kinds of bias and unfairness, political or otherwise, is also a main purpose of having a separate advisory committee, Mr. Vincent said.

The 2016 grant year is nearing completion. The \$800,000 is highly leveraged so that it produces multiple benefits. The remaining funds must be spent before we can receive the 2017 grant. The 2017 grant will be used for the Mystic River Homes accessibility project. This is a legal and proper use, even though the Homes are not a Town property. The Mystic river Homes board will match the grant amount, so this is another example of excellent leverage of public funds. We will be seeking a future grant of \$800,000. Cullen told us that MRH is under the general supervision USDA, the US Department of Agriculture.

VII. NEW BUSINESS: None

VIII. ADJOURNMENT: Moved by Vincent, seconded by Hespeler, we adjourned at 12:50.

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Lee D. Vincent, Secretary  
Community Development Advisory Committee