

MINUTES  
**SPECIAL MEETING**  
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE  
Wednesday, April 25, 2018, 12:00 P.M.  
TOWN HALL ANNEX – CR 3

I. ROLL CALL

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

II. APPROVAL OF THE MINUTES OF January 17, 2018

MOTION: To approve the minutes of January 17, 2018  
Motion made by Billing, seconded by Vincent; approved 4-0.

III. PUBLIC COMMUNICATIONS: None

IV. STAFF REPORT:

2013 Community Development Block Grant (CDBG) audit was returned with 18 questions, 17 of which had been answered originally by our staff.

The audit on 2014 CDBG was requested by us in October 2016 and will commence on May 8th, 2018.

2016 CDBG: There is a minor punch list of items being worked on. We have to spend all the money, so the unspent funds will allow us to add hurricane chains to protect the storm doors on our units.

2017 CDBG: Shop drawings are being fine-tuned. Each kitchen at Mystic River Homes has a different need for fitting the reused water heaters. Specifications for our rehab work are signed off on by an architect, Town of Groton official, the owner (MRH) and the Housing Rehab Specialist who is hired for each project. Lee Vincent commented that assuring these thorough checks is the essential part of our duty as CDAC, because if defective housing is later discovered, our committee would be looked to for explanations.

V. NEW BUSINESS: None

VI. ADJOURNMENT: The meeting adjourned at 12:35.

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Lee D. Vincent, Secretary  
Community Development Advisory Committee