

DRAFT

Rehabilitation Review Committee (RRC)

Tuesday September 14, 2021 9:00 AM

HYBRID MEETING

Lower-level Conference Room 23 Union St. Norwich, CT

<https://us02web.zoom.us/j/85065379655?pwd=QTFwYy9QRVJFVmt4QmlMcUJmUHV2>

QT09 Meeting ID: 850 6537 9655

Passcode: 821892

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

Members Present In Person: Kathryn Crees

Members Present via Zoom: Rodney Bowie, Tucker Braddock, Dan Coley, Mark Gilot, Stacy Gould

Members Absent: None

Others Present: Tianne Curtis; Wayne Sharkey (Staff)

I. Call to Order / Roll Call

The RRC meeting was called to order at 9:03 AM.

II. Approval of Minutes

Upon motion by Tucker Braddock, second by Stacy Gould the Committee voted to approve the minutes of the 8/10/2021 meeting. Motion passed unanimously.

III. Review of Policies & Procedures – Amendments

Wayne Sharkey presented the existing policy giving the City Manager the authority to approve funds when an endangerment to public health and/or safety exists. The current program Policies and Procedures require that taxes and relocation liens be paid in full in order to receive funding. The language refers only to specific situations where there is a danger to public health or safety. Reference was made to the minutes of the 9/19/2018 RRC meeting (attached.)

Upon motion by Stacy Gould, second by Tucker Braddock, the Committee voted to amend Sec.1.8 "Waiver of Policy" of the Lead Policies and Procedures to read:
"Approval and issuances of funding will not be withheld when in the opinion of the Community Development Program Manager to do so would endanger the public safety or public health; or, when in the opinion of the City Manager the approval of funds will result in the payments of delinquent Taxes, City or Utility liens, and will be reasonably likely to permit the stabilization of the property or an increase to the value of said property. In such instance he shall advise the Program Manager of his determination and the Community Development Office may appropriate funding." Motion passed unanimously.

IV. 2022 Schedule of Meetings

Upon motion by Tucker Braddock, second by Rodney Bowie, the Committee voted to accept the proposed schedule of meetings for the 2022 calendar year (attached) for filing in the Office of the City Clerk.

V. Adjournment Upon motion by Stacy Gould, second by Rodney Bowie, the Committee unanimously voted to adjourn at 9:18.

Respectfully submitted.

Tianne Curtis, CDBG Program Assistant



CITY OF NORWICH
Office of Community Development

September 10, 2021

To: City Clerk
From: Rehabilitation Review Committee
Subject: 2022 Meeting Schedule

The regular monthly meetings for the Rehabilitation Review Committee will be held the second Tuesday of each month in the lower-level Conference Room of 23 Union Street at 9:00 A.M.

January	11	2022
February	8	2022
March	8	2022
April	12	2022
May	10	2022
June	14	2022
July	12	2022
August	9	2022
September	13	2022
October	11	2022
November	8	2022
December	13	2022

CITY OF NORWICH

REHAB REVIEW COMMITTEE MEETING MINUTES

September 19, 2018

9:00 a.m.

Present: Rodney Bowie, H. Tucker Braddock, Jim Roberts, Jim Troeger, Kathryn Crees, Wayne Sharkey
(staff)

- I. The meeting of the Rehab Review Committee (RRC) was called to order at 9:00 a.m. by Rodney Bowie.
- II. Approval of Minutes – Motion was made by Jim Roberts and seconded by Tucker Braddock to accept the minutes of the meeting as presented. Motion carried unanimously.
- III. Review of Policies and Procedures – amendments. The program Policies and Procedures require that taxes be paid in full (on all property owned) in order to receive funds. Over the years the office was allowed to accept applications from people on payment plans and provide funding. However, after review of the policies and procedures and after discussion with Corporation Counsel it is recommended that we strictly adhere to the “taxes paid in full” terminology as stated in the Policies and Procedures.

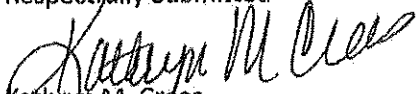
The Program Policies and Procedures “Waiver of Policy” section will be amended to include the following language: “Approval and issuance of funding will not be withheld when in the opinion of the Community Development Program Manager to do so would endanger public safety or public health; or

When in the opinion of the City Manager the approval of funds will result in the payment of delinquent taxes due and will be reasonably likely to permit stabilization of the property or an increase to the value of said property. In such instance he shall advise the Program Manager of his determination and the Community Development office may appropriate funding.

- IV. Project Status Update – Wayne Sharkey presented an update (see attached). The update provided an overview of the status of the Property Rehabilitation Program and the Lead Hazard Control Program. The committee would like to add pending applications to the list and receive a quarterly expenditure report.
- V. Other – No other business

- VI. Adjournment -- Motion was made by Jim Troeger and seconded by Jim Roberts to adjourn the RRC meeting at 10:20 a.m. Motion carried unanimously.

Respectfully Submitted

A handwritten signature in cursive script, appearing to read "Kathryn M. Crees".

Kathryn M. Crees

Community Development Supervisor