

St. Johnsbury Rental Housing Improvement Grant Program Advisory Meeting

July 8, 2022

11:00 am

Present:: Patricia Janssen, Alice Kitchel, Irene Nagle, Patrick Shattuck, Town Liaison: Joe Kasprzak, Assistant Town Manager, absent: Fred DeMarzo

June 17th meeting minutes were accepted as written.

Thirteen projects were presented to the St. Johnsbury select board June 27th. The board approved the full slate of projects and thanked the committee for it's hard work and diligence. At this time, the accepted applicants have been notified via email or mail.

Because there is enough money in the grant program to potentially fund these projects, the committee reviewed three overlooked applications.

- **462 Railroad St.** Patrick Shattuck moved, and Irene Nagle seconded to decline the application because of an outstanding safety violation and a lack of information on the proposed projects. The motion passed.
- **32 Wesley Dr.** Irene Nagle moved, and Patrick Shattuck seconded to decline this application because no capital improvements were noted and therefore the project is not eligible for the grant program. The motion passed.
- **68 Elm St.** Patrick Shattuck moved, and Irene Nagle seconded to decline this application because the improvements could not be identified clearly as capital improvements. The motion passed.

There was discussion on the need to clarify what criteria and specific cost estimates are required in an application. The goal is to be consistent and clear for both the applicant and the committee processing the applications.

The committee decided to carry forward the \$12, 157.00 left in the grant fund to next year's grant program.

The next meeting will be September 23rd 2022. Both Joe Kasprzk and Kresten Sterling will be present. The focus of the meeting will be fine tuning the applications for the 2023-24 grant funding rounds and discussing possible nominations for the RHIGP committee in 2023.

The meeting adjourned at 12:15 pm

Respectfully submitted, Alice S. Kitchel