

St. Johnsbury Rental Housing Improvement Grant Program Advisory Meeting
June 17, 2022
10:00 am

Present:

Committee members: Patricia Janssen, Alice Kitchel, Irene Nagle, Fred DeMarzo

Town Liaison: Joe Kasprzak, Assistant Town Manager

Discussed remaining general questions about process of reviewing applications. Going forward, the Advisory Committee will only review for discretionary points.

May 27th meeting minutes will be reviewed and approved next meeting.

The applications proposed for funding will be presented at the June 27th 6pm Selectboard meeting.

Committee will meet on July 8th at 11:00 AM to approve minutes, etc., answer any other lingering issues from this round.

Will be prepared to do the award letters and decline letters.

Just over 45K in the grant budget. We can roll unused funds it into next grant cycle without Selectboard approval. In this round there is over 50K in requests.

Reviewed applications, and confirmed that applications for 400 Cliff Street, the 3 units at 53 Caledonia Street, and 760 Concord Avenue were not eligible. In addition, 112 Maple Street was not eligible because maximum number of grant awards to a single property in one year is three. Same property owner owns 100 Maple Street and applied for three grants for that property.

Discussed policy on funding work already completed. Decided that anything within the calendar year would qualify for funding, and exceptions could be made in extraordinary circumstances. Irene moved that work done within the calendar year of the grant cycle is eligible for grant award. Fred Seconded. All were in favor and motion passed.

Patricia moved that grant awards be made for the following units:

1. 443 Railroad Street, Unit 3
2. 443 Railroad Street, Unit 4
3. 443 Railroad Street, Common Space
4. 56 Church Street
5. 35 Steeple Place
6. 14 Mountain Avenue
7. 44 Green Street, Unit 2
8. 100 Maple Street, Basement
9. 100 Maple Street, Unit 2
10. 100 Maple Street, Unit 4
11. 139 Central Street, Unit 2
12. 199 Mount Pleasant Street
13. 423 Spring Street

Alice seconded and all were in favor and motion passed.

Grants to be awarded amount to 36,518.92 for 13 units. After awards are made, there will be approximately \$9,000 left for the next round.

Meeting was adjourned at 11:08.

Respectfully submitted by Irene Nagle