

Citizens Advisory Commission for Community Grants

Minutes – 3/1/18

In attendance: Carrie Schena, Jason Telersky, Alderman June Caron (left at 6:45pm), Mike Apfelberg, Jennifer Bishop-Saucier, Beth Todgham

- A. Meeting called to order at 5:15pm
- B. Approval of 2/20/18 Minutes; Motion – Mike A. / Second – Ald. Caron; Motion carried.
- C. No update on CDBG funding that might be added to the funds we award.
- D. Jason suggested we use a consensus approach in our overall decisions on funding vs. voting agency by agency. Agreed to look at the following:
 - a. Does the need exist in Nashua
 - b. Does the program address the need?
 - c. Does the agency need the funds?
 - d. Application score.
 - e. Each member approached their recommendations a little differently which included the factors above and the scoring on the applications. Some members looked at previous year's awards.
 - f. Members agreed to cap possible awards per program at \$50,000.
- E. How do we apply any additional funds, over and above the \$512,000 allotted, which may come in from CDBG? Per Carrie, the CDBG figure won't be known for, potentially, months.
- F. Each member gave their recommendations which we averaged to arrive at a funding percentage recommendation which we applied to each funding request.
- G. Committee agreed to allocate CDBG funds based on the percentage that each program was awarded through this process.
- H. The committee's recommendations will be posted once the Mayor's proposed budget is posted.
- I. Members decided the following agencies will not be funded
 - a. Salvation Army due to religious programming.
 - b. United Way (Vello program) because the project is not ready for City investment.
 - c. Nashua Senior Center because the project duplicates other services available through area agencies.
 - d. Grow Nashua (compost project) because the project lacks feasible business plan and market research for a startup project
- J. Motion: To fund the programs at recommended amounts based on the discussion and process previously described. (Motion: Beth, Second: Jennifer) Motion carried. (Mike abstained, Ald. Caron was not present for the vote)
- K. Motion: To allocate any additional CDBG funding according to the same percentage ratios applied to the known funds. (Motion: Jason, Second: Beth) Motion Carried (Mike abstained, Ald. Caron was not present for the vote)
- L. Other business:
 - a. Follow up meeting March 5, 2018 in the auditorium to complete final recommendation sheets.
 - b. Each member will complete draft recommendation sheets for the programs we are assigned. Drafts should be completed electronically.

Motion to adjourn at 7:43pm (Motion, Jason; Second, Tricia). Motion carried.

Respectfully submitted, Tricia Casey