

Cumberland County, Maine

Consolidated Plan

For

HUD Programs

Annual Action Plan

July 1, 2015 - June 30, 2016

**Community Development Office  
Cumberland County Executive Department  
142 Federal Street, Portland, Maine  
Tel. 207-871-8380**

# TABLE OF CONTENTS

## Process

AP-05 Executive Summary.....	1
PR-05 Lead & Responsible Agencies.....	5
AP-10 Consultation.....	6
AP-12 Participation.....	13

## Annual Action Plan

AP-15 Expected Resources.....	24
AP-20 Annual Goals & Objectives.....	26
AP-35 Projects.....	30
AP-50 Geographic Distribution.....	39
AP-55 Affordable Housing.....	42
AP-60 Public Housing.....	44
AP-65 Homeless & Other Special Needs Activities.....	46
AP-75 Barriers to Affordable Housing.....	49
AP-85 Other Actions.....	50
AP-90 Program Specific Requirements.....	54

## Appendices

Public Hearing & Comment Notices

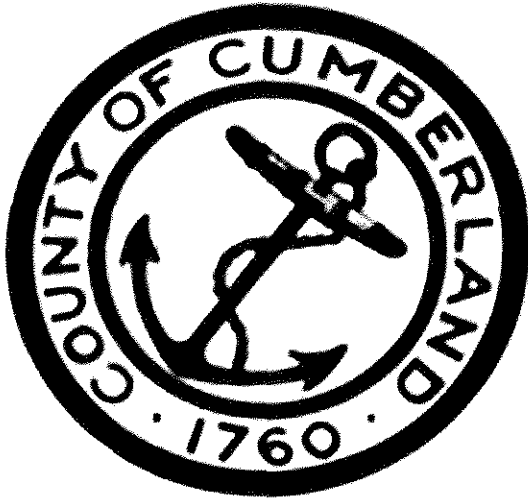
Public Comments

South Portland Action Plan

2015 Funded Activities

SF424 and Certifications

# **ANNUAL ACTION PLAN**



## Executive Summary

### AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

#### 1. Introduction

The Community Development Block Grant (CDBG) program enables Cumberland County to channel **\$1,416,401** million of new 2015 funding resources into public facilities and improvements, housing, and social services to benefit low/moderate income communities and residents.

With its 2015 CDBG allocation and reprogrammed funds, Cumberland County plans to expend 45.5% for Public Improvements/Infrastructure; 21% for Housing Activities; 15% for Social/Public Services; 1.5% for Planning Activities; and 16.7% for Program Administration.

Funding for this program is provided through the U.S. Department of Housing and Urban Development (HUD). Cumberland County completed the five-year Consolidated Plan guiding the use of funds for 2012-2016 in May 2012. HUD requires Cumberland County to prepare an "Annual Action Plan" to describe how funds will be expended each year to accomplish the goals identified in the Consolidated Plan.

The purpose of Cumberland County's 2015 Annual Action Plan is to clearly present projects, programs and initiatives to be funded utilizing Federal Fiscal Year 2015 Community Development Block Grant (CDBG) funds. The County Commissioners welcome and encourage public comment on the Action Plan.

The Cumberland County Entitlement Jurisdiction (CCEJ) includes the Towns of Baldwin, Bridgton, Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Gorham, Gray, Harpswell, Harrison, Long Island, Naples, New Gloucester, North Yarmouth, Pownal, Raymond, Scarborough, Sebago, Standish, Windham, Yarmouth, and the Cities of South Portland and Westbrook.

The ninth year Cumberland County Community Development program has been allocated \$1,416,401 in new HUD CDBG program funds. These funds are coupled with \$22,810 in South Portland re-programmed funds, \$31,859 Cumberland County re-programmed prior year funds and \$375.00 Town of Bridgton re-programmed prior year funds for a total 2015 budget of **\$1,471,445**.

## **2. Summarize the objectives and outcomes identified in the Plan**

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

All projects and programs funded in this ninth year of Cumberland County's HUD CDBG Community program will be directed towards the following goals and objectives established in the 2012-2016 Consolidated Plan:

- 1) To provide decent affordable housing;
- 2) To provide and upgrade public infrastructure;
- 3) To provide, improve and expand community facilities;
- 4) To coordinate and provide access to public services;
- 5) To provide economic opportunities; and
- 6) To improve accessibility for persons with disabilities.

To meet these goals, \$314,670 will be devoted to housing rehabilitation activities with a special focus on heating system replacement, weatherization, and emergency repairs; \$238,223 will be expended for street, sidewalk, storm drainage and neighborhood improvement projects; \$447,540 for public facilities and \$212,012 will be allocated for public service initiatives.

These activities will improve the availability and accessibility of housing and social services for low/moderate income persons, improve the affordability of housing and enhance the sustainability of our communities.

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Now entering its ninth year, the Cumberland County Community Development program has completed many projects and activities including housing rehabilitation at homes throughout the County, improvements to community facilities and infrastructure, and homelessness prevention. Two 2012 funded activities contain balances, only a few 2013 activities remain open and 2014 activities are well underway.

In 2015, Cumberland County is again placing an emphasis on housing rehabilitation, public facility/infrastructure improvements and public services to address ongoing, demonstrated needs. Public service activities will focus on chronic issues including domestic violence prevention, homelessness, elder services, emergency home heating and access to food.

Cumberland County strives to meet these needs for services, housing, facilities and infrastructure, but must make difficult choices given limited funds.

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

In addition to the formal public comment period described below, the entire Cumberland County CDBG application review process is open to the public. All applicants and representatives of the public were welcome to attend the applicant presentation session held February 26, 2015 at the Windham Town Office. The two review meetings of the Municipal Oversight Committee (MOC) held March 10th and March 24th at the Greater Portland Council of Governments were open public meetings. An opportunity for applicants or members of the public to speak was provided.

The formal public comment period for Federal Fiscal Year 2015 Annual Action Plan began April 8, 2015 with notification published in the Portland Press Herald. This notice also included an invitation to public hearings held on April 13 and May 11, 2015. Final vote on the Annual Action Plan occurred on May 11, 2015. Copies of the Annual Action Plan were forwarded to each member municipality of the CCEJ. Copies of the Plan and Public Hearing notices were available for review at the Cumberland County Courthouse – Room #102 and the County web-site – [www.cumberlandcounty.org](http://www.cumberlandcounty.org). Copies of these public notices can be found in the Appendix of this Action Plan.

The comment period for the Fiscal Year 2015 Annual Action Plan ended on May 11, 2015. The County received 6 written comments during the period and no oral comments from the general public at the Public Hearings. The Municipal Oversight Committee endorsed the selection of programs and projects

included in the Annual Action Plan on March 24, 2015. Formal adoption by the County Commissioners occurred on May 11, 2015.

The set-aside communities of South Portland and Bridgton conduct their own citizen participation process. South Portland has a Community Development Advisory Committee (CDAC) made up of South Portland residents that reviews program applications and recommends projects to the City Council. They hold several meetings over the course of the process, including a public hearing where applicants can present their projects to the CDAC. All South Portland meetings are open to the public, and advertised two weeks in advance online and at City Hall.

The Town of Bridgton also utilized their Community Development Committee (CDC) this year to review applications and make recommendations to the Board of Selectmen. They held several meetings, including one where applicants could present to the CDC. All Bridgton meetings were advertised and open to the public.

South Portland: City Council Public Hearing--March 16, 2015;

Bridgton: Board of Selectmen Public Hearing--April 7, 2015.

## **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

All comments received reflected positively on the direction and work of the Cumberland County Community Development program.

Written comments received can be found as an Appendix of this Action Plan.

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

Comments did not require responses as all reflected favorably upon the program.

## **7. Summary**

Since 2010, Cumberland County CDBG funds have been reduced by over 23%. These reductions have resulted in \$432,700 less in CDBG expenditures benefiting Cumberland County's municipalities and residents. Adjusting for inflation from the period 2010-2014 the allocation reduction is over 30%. This has diminished the number of worthwhile activities funded and facilities/infrastructure projects completed.

**PR-05 Lead & Responsible Agencies – 91.200(b)**

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	CUMBERLAND COUNTY	
CDBG Administrator	CUMBERLAND COUNTY	Community Development Department
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The Community Development (CD) Office of Cumberland County, led by its Director, serves as the lead agent for the Consolidated Plan planning process and implementation. The CD Office is responsible for all required documentation, training, and compliance requirements of the CDBG program and the U.S. Department of Housing & Urban Development (HUD), and receives the full support of the Cumberland County Commissioners and the Municipal Oversight Committee (MOC). The CD Office is responsible for the administration of programs covered by the Annual Action Plan.

**Consolidated Plan Public Contact Information**

Aaron Shapiro, Community Development Director

Cumberland County Government, 142 Federal Street, Suite 102, Portland, ME 04101

Tel. 207-699-1905



## **AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

The CCEJ consults regularly with all 25 municipal participants in the Community Development Program. This consultation occurs within the context of the program's Municipal Oversight Committee (MOC) and in site visits and contacts with individual municipal officials and community residents. The CCEJ consults with six leading social service providers in the region: Southern Maine Agency on Aging, Bridgton Community Center, South Portland General Assistance Office, Family Crisis Services, Alpha One and Opportunity Alliance.

### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))**

In 2015 the CCEJ is funding two activities that link affordable housing and services:

- 1) Family Crisis Services will receive funds and provide case management services to victims of domestic violence. Frequently victims require a combination of health, mental health and housing services.
- 2) The Opportunity Alliance will be granted funds to intervene either prior to or shortly after an individual or family becomes homeless. This work directly links vulnerable households to housing providers and/or housing vouchers.

### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The City of Portland, a recipient of ESG and Continuum of Care funds is the primary homeless services center in the region. Family, adult and teen shelters and services are located in Portland, none are located in the Cumberland County Entitlement Jurisdiction (CCEJ). Balance of State Continuum of Care resources are provided to individuals located in CCEJ communities at properties operated by Shalom House and through the Stability Through Engagement Program (STEP). STEP provides short-term rental assistance in a rapid re-housing type program accessed at family, individual and domestic violence shelters.

In Program Years 2007 and 2008, the CCEJ provided CDBG funds to PROP (now The Opportunity Alliance - TOA) to provide case management and rapid re-housing services to persons at risk of homelessness. This activity was superseded by the Homeless Prevention Rapid Re-Housing Program (HPRP) operating from 2009-2011. In 2012, a small CDBG grant was provided to TOA to maintain the program. In 2013, TOA received a planning grant to study past efforts, assess effectiveness and guide future activities. For

the 2015 program year TOA will receive a modest CDBG grant (\$37,600) to provide case management services and financial assistance for families and individuals at risk of homelessness in the CCEJ.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

Not applicable. Cumberland County does not receive ESG funds.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

Table 2 – Agencies, groups, organizations who participated

1	<b>Agency/Group/Organization</b>	Opportunity Alliance
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-homeless Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	1) Meetings held with key agency staff. 2) Better services to homeless, imminently homeless, and housing rehabilitation needs.
2	<b>Agency/Group/Organization</b>	SOUTHERN MAINE AGENCY ON AGING
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Anti-poverty Strategy Elder needs--food, housing, & medical.
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	1) Discussion with key staff. 2) Meals-On-Wheels program to continue in South Portland.
3	<b>Agency/Group/Organization</b>	Family Crisis Services
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence Services-homeless Services - Victims

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Anti-poverty Strategy Needs of victims of domestic violence.
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	1) Discussion with key staff. 2) Expanded services in Cumberland County.
4	<b>Agency/Group/Organization</b>	Alpha One
	<b>Agency/Group/Organization Type</b>	Housing Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Housing needs of disabled adults.
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	1) Discussion with key staff. 2) Ongoing consultation on the access needs of mobility disabled homeowners and renters.
5	<b>Agency/Group/Organization</b>	Town of Bridgton
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Anti-poverty Strategy Rural food and heating assistance needs.
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	1) Discussion with key municipal staff and the Director of the the Bridgton Community Center. 2) Development of broader spectrum of services to meet the needs of Bridgton's low-income residents.
6	<b>Agency/Group/Organization</b>	City of South Portland
	<b>Agency/Group/Organization Type</b>	Other government - Local

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	1) Consultation with the Social Services director and the City Manager.
7	<b>Agency/Group/Organization</b>	CITY OF PORTLAND
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	1) Ongoing discussion with key staff at the Division of Housing & Community Development 2) Enhanced coordination of housing and homeless services.
8	<b>Agency/Group/Organization</b>	SOUTH PORTLAND HOUSING AUTHORITY/ADAPTIVE ENVIRONMENTS
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	1) Discussion with Executive Director and key housing authority staff. 2) Review of housing authority property needs.

9	<b>Agency/Group/Organization</b>	MAINE STATE HOUSING AUTHORITY
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	1) Discussion with key staff. 2) Improved identification of housing rehabilitation and homeless needs through coordination.
10	<b>Agency/Group/Organization</b>	WESTBROOK DEVELOPMENT CORPORATION
	<b>Agency/Group/Organization Type</b>	Housing PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussed housing development opportunities in Westbrook and rehabilitation of existing properties.
11	<b>Agency/Group/Organization</b>	Greater Portland Council of Governments
	<b>Agency/Group/Organization Type</b>	Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Regional planning

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation about regional needs and planning efforts.
12	Agency/Group/Organization	Bridgton Community Center
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Community Center
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted with the Community Center director about needs in the Town of Bridgton, including fuel, food, and other services.

**Identify any Agency Types not consulted and provide rationale for not consulting**

All relevant agencies and service providers in Cumberland County were consulted. Most area social service agencies are, or have been, active participants in the Cumberland County CDBG program, and frequently correspond with CD Staff to discuss their agencies' needs and operations, and issues their low/moderate income client populations are facing.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	State of Maine	Provision of services to homeless and near homeless households or individuals is a common goal.

Table 3 – Other local / regional / federal planning efforts

## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

During the period spanning August 2014 through April 2015, Community Development Office staff visited the Towns of Bridgton, Falmouth, Freeport, Gorham, Gray, Harpswell, Pownal, Windham and the Cities of South Portland & Westbrook. These visits familiarized Town Managers, Planners, Town Selectmen and Councilors and community residents with the CDBG program and the Consolidated Plan. Each community was asked to identify their housing and community development needs. A regional workshop was also held on November 13, 2014 to familiarize officials and community members with the HUD CDBG program and the Cumberland County Community Development initiative.

Nine of the twenty-three communities eligible to submit applications for CDBG funding did so. It is noteworthy that these nine community-based applicants include multi-jurisdictional services that cover seventeen communities. The applications were reviewed at public meetings held by the local communities.

Cumberland County's two set-aside municipalities, Bridgton and South Portland, complete their own process of citizen and official review of their CDBG activities. The City of South Portland convenes its Community Development Advisory Committee annually. It is entirely citizen-staffed and helps identify new and ongoing community needs and priorities, which are used to determine funding recommendations for 2015 South Portland CDBG activities. Similarly, the Town of Bridgton Selectboard and citizen-staffed Community Development Committee identified funding municipal projects and non-profit public services that address basic needs (such as food and fuel) as 2015 goals.



**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Regional CDBG Workshop	Non-targeted/broad community  Municipal leaders	November 13, 2014, representatives from the various Cumberland County communities and local social service agencies attended this public meeting which featured a presentation on the application process for the 2015 CDBG Program at Windham Town Hall.	Municipal leaders and applicants asked questions about the application process and the appropriateness of proposed projects.	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Bridgton CDC Meeting	Non-targeted/broad community	January 21, 2015 the Bridgton Community Development Committee met to discuss CDBG applications and hear presentations from applicants.		All comments were accepted.	
3	South Portland CDAC Meeting	Non-targeted/broad community	January 29, 2015 the South Portland CDAC held an initial meeting to review received applications.	No members of the public spoke. Staff reviewed applications and updated the committee on projects from the prior year.	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Bridgton CDC Meeting	Non-targeted/broad community	February 19, 2015 the CDC developed their funding recommendations to the Board of Selectmen.		All comments were accepted.	
6	South Portland CDAC Public Meeting	Non-targeted/broad community	February 24, 2015, the CDAC met to develop their funding recommendations to the City Council.	No members of the public attended the meeting. The committee primarily discussed funding amounts for public service programs.	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
7	Public Meeting: Cumberland County CDBG Presentation Meeting	Non-targeted/broad community  Social service agencies & municipalities	February 26, 2015, representatives from 16 social service agencies and municipalities attended this public meeting, and were given the opportunity to present on behalf of their 2014 applications.	Applicants presented their projects to the Review Team and answered project-specific questions raised by the Team.	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
8	Municipal Oversight Committee Public Meeting	Non-targeted/broad community  Social Services Agencies & Housing Agencies.	March 10th, 2015, the Municipal Oversight Committee held a public meeting to discuss funding recommendations for the 2015 CDBG Program. Thirteen representatives from local municipalities attended.	Staff and the Review Team presented the results of the application review process to the Municipal Oversight Committee. The Committee discussed the decision-making process and the projects recommended for funding.	All comments were accepted.	<a href="http://www.cumberlandcounty.org/CD/cdbgoversight.htm">http://www.cumberlandcounty.org/CD/cdbgoversight.htm</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
9	South Portland City Council Public Hearing	Non-targeted/broad community Social Service Agencies.	March 16, 2015, the South Portland City Council voted to approve the funding recommendations developed by the Community Development Advisory Committee (CDAC) at public meetings held on February 27th, March 13th, and March 20th.	The Council commented that they were pleased to see the funding focus on the Redbank neighborhood and some Councilors commented on their appreciation of the continued partnership with Cumberland County.	All comments were accepted.	<a href="http://www.southportland.org/our-city/city-council/">http://www.southportland.org/our-city/city-council/</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
10	Municipal Oversight Committee Public Meeting	Non-targeted/broad community  Social Service Agencies & Housing Agencies.	March 24, 2015, the Municipal Oversight Committee held a final public meeting on funding recommendations for the 2015 CDBG Program. 13 municipal representatives attended, a representative from the City of Portland's HOME program, a representative from the Town of Brunswick, and a representative from GPCOG also attended.	Representatives from the Town of Pownal asked to be reconsidered for funding. The group discussed making changes to the recommendations at this stage in the process and ultimately decided to grant a small amount of funding to Pownal, though some disagreed.	All comments were accepted.	<a href="http://www.cumberlandcounty.org/CD/cdbgoversight.htm">http://www.cumberlandcounty.org/CD/cdbgoversight.htm</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
11	Bridgton Board of Selectmen Public Hearing	Non-targeted/broad community  Social Service Agencies.	April 7, 2015, the Bridgton Board of Selectmen held a public hearing to vote on CDBG funding recommendations for the Town of Bridgton 2015 CDBG Program.	No formal comments received.	Not applicable.	<a href="http://www.bridgtonmaine.org/bridgton-board-of-selectmen.html">http://www.bridgtonmaine.org/bridgton-board-of-selectmen.html</a>



Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
12	Cumberland County Commissioners Public Hearing	Non-targeted/broad community Municipalities ; Social Service Agencies; Housing Agencies	April 13, 2015, the Cumberland County Commissioners discussed the proposed funding recommendations for the 2015 Cumberland County CDBG Program.	The Commissioners discussed the projects and asked about the stability of funding levels in the future. The Chair of the Municipal Oversight Committee commented that he appreciated the continued support of the Commissioners for the program and thanked staff for their work.	All comments reflected favorably on the CDBG Program and were accepted.	<a href="http://www.cumberlandcounty.org/Executive/cmm.htm">http://www.cumberlandcounty.org/Executive/cmm.htm</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
13	Cumberland County Commissioners Public Hearing	Non-targeted/broad community  Municipalities ; Social Service Agencies; Housing Agencies	May 11, 2015, the Cumberland County Commissioners held a public hearing to vote to approve the Annual Action Plan for submission to HUD.	No formal comments received.	Not applicable.	<a href="http://www.cumberlandcounty.org/Executive/cmm.htm">http://www.cumberlandcounty.org/Executive/cmm.htm</a>

Table 4 – Citizen Participation Outreach

## Expected Resources

### AP-15 Expected Resources – 91.220(c) (1, 2)

#### Introduction

The activities and accomplishment goals outlined in this Annual Action Plan are based on the Federal Fiscal Year 2015 available funding, outlined in the table below.

Cumberland County received \$1,416,401 in CDBG as an annual entitlement grant allocation from HUD in 2015. Awards to local programs and municipalities for capped categories (public service and planning) were based on this amount. Reallocated funds were applied to the budgets of public infrastructure projects.

#### Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 4				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,416,401	0	55,044	1,471,445	0	Funds will be used to support a variety of social service, housing, public facility and infrastructure improvements.

Table 5 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

CDBG funds do not enjoin a HUD-required match. The Cumberland County program has a locally required 20% match requirement for municipally-sponsored activities. Communities can meet their match requirement from local resources, in-kind contributions or private donations.

The regional housing rehabilitation program anticipates leveraging \$212,100 combined from Maine DEP and MaineHousing.

The Residential Energy Conservation Project in the Town of Freeport will leverage \$20,000 from the Efficiency Maine Program.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The Cumberland County Community Development Program does not hold jurisdiction over public property in its participating municipalities. Public service activities in Bridgton are housed at the Bridgton Community Center, a building owned by the Town of Bridgton and leased to the Community Center.

**Discussion**

A detailed list of the activities funded ("Activities List--Financial Summary") is available in the Appendix of this Annual Action Plan.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Improve and develop public infrastructure.	2012	2016	Non-Housing Community Development	Bridgton Downtown South Portland Redbank Neighborhood South Portland Brick Hill Neighborhood Scarborough Broadturn Road	Public Facilities & Infrastructure	CDBG: \$198,179	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 11404 Persons Assisted
2	Improve mobility/accessibility of facilities.	2012	2016	Non-Homeless Special Needs Non-Housing Community Development	South Portland Redbank Neighborhood City of Westbrook (City-Wide) Harpwell Orr's and Bailey Islands Town of Bridgton Town of Pownal	Public Facilities & Infrastructure	CDBG: \$447,540	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 28646 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Revitalize downtowns and eliminate slum & blight.	2012	2016	Non-Housing Community Development	Bridgton Downtown	Public Facilities & Infrastructure		
4	Social service provision to address basic needs.	2012	2016	Homeless Non-Homeless Special Needs Non-Housing Community Development	South Portland Redbank Neighborhood Cumberland County Westbrook Brown Street Neighborhood City of South Portland Town of Bridgton Lakes Region Freeport & Yarmouth	Public Services	CDBG: \$212,012	Public service activities other than Low/Moderate Income Housing Benefit: 5588 Persons Assisted Homelessness Prevention: 65 Persons Assisted
5	Foster local housing affordability.	2012	2016	Affordable Housing	Cumberland County City of South Portland Town of Freeport	Housing	CDBG: \$299,670	Homeowner Housing Rehabilitated: 47 Household Housing Unit
6	Study future local needs of municipalities.	2012	2016	Planning	New Gloucester Upper Village Town of Yarmouth	Planning	CDBG: \$22,000	Other: 2 Other

Table 6 – Goals Summary

## Goal Descriptions

1	<b>Goal Name</b>	Improve and develop public infrastructure.
	<b>Goal Description</b>	Development and improvement of public infrastructure in Cumberland County cities and towns. Projects to include sewer line extension and streetscape/sidewalk improvements
2	<b>Goal Name</b>	Improve mobility/accessibility of facilities.
	<b>Goal Description</b>	Improvements to recreation and community facilities to ensure mobility and accessibility for the public.
3	<b>Goal Name</b>	Revitalize downtowns and eliminate slum & blight.
	<b>Goal Description</b>	Invest CDBG funds to revitalize downtowns and eliminate slum and blight to make Cumberland County communities safe places to live, work, and shop.
4	<b>Goal Name</b>	Social service provision to address basic needs.
	<b>Goal Description</b>	In 2015, Cumberland County endeavors to provide social services that address basic, unmet needs for people in poverty. These services will include fuel assistance, food pantries, community dinners, health services, domestic violence counseling services, homelessness prevention case management, and transportation services.
5	<b>Goal Name</b>	Foster local housing affordability.
	<b>Goal Description</b>	Cumberland County endeavors to foster local housing affordability by providing housing rehabilitation and energy efficiency improvement programs for low to moderate income households to help residents stay safely and affordably housed despite rising energy costs and aging housing stock.
6	<b>Goal Name</b>	Study future local needs of municipalities.
	<b>Goal Description</b>	Utilize planning studies to identify and study future local needs of Cumberland County municipalities.

Table 7 – Goal Descriptions

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):**

Cumberland County receives its HOME allocation through its participation in the Cumberland County HOME Consortium, of which the City of Portland is the responsible entity. The Annual Action Plan for the 2015 Cumberland County HOME Consortium is available through the City of Portland Housing and Community Development Division of the Planning and Urban Development Department and at [www.portlandmaine.gov](http://www.portlandmaine.gov).



## AP-35 Projects – 91.220(d)

### Introduction

The Community Development Block Grant (CDBG) program will enable Cumberland County to channel \$1.2 million of new 2015 funding resources into public facilities and improvements, housing, and social services to benefit low/moderate income communities and residents.

With its 2015 CDBG program allocation and reprogrammed funds, Cumberland County plans to expend \$198,179 for Public Improvements/Infrastructure; \$447,540 for public facilities, \$314,670 for Housing Activities; \$212,012 for Social/Public Services; \$22,000 for Planning Activities; and \$237,000 for Program Administration. **The greatest detail of expenditures and annual goals are listed at the activity level; which can be found in the "2015 Funded Activities" section located in the Appendix of this Action Plan.**

In total, 100% of the new and reprogrammed CDBG project funds will serve low and moderate income persons, either directly through services or indirectly by improvements to low and moderate income neighborhoods.

#	Project Name
1	Program Administration
2	Public Facilities and Infrastructure
3	Public Services
4	Housing Rehabilitation
5	Planning

Table 8 – Project Information

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The principal obstacle to meeting underserved needs is financial. Given the large territory and population to be served, the allocation of funds, while significant and very much appreciated, is well below levels required to meet the needs of the region's low/moderate income households.

The maximum permitted distribution of CDBG funds for social service activities, capped at 15% of grant funds, will equal \$212,460 (based upon an allocation of \$1,416,401). Given the ever growing needs of over 50,000 low/moderate income persons and almost 10,000 persons in poverty in the CCEJ, these resources are entirely inadequate. Needs range from health care, home health care, transportation, child care, elder services, to homeless services and fuel assistance.

Housing needs--ranging from lack of affordable housing, rehabilitation, weatherization and lead-based paint hazard control to homeownership assistance-- are extensive. The limitation of financial resources again is the paramount obstacle. The development of new affordable housing is limited by the

escalating costs of land, and necessary infrastructure (roads, sewers, and etc.). Staff and time resources represent a partial obstacle to meeting existing needs; however, if funds were available, this challenge could be met.

All 2015 funded activities will address obstacles to meeting underserved needs, which is why they were selected for funding.

## Projects

### AP-38 Projects Summary

#### Project Summary Information

Table 9 – Project Summary

<b>1</b>	<b>Project Name</b>	Program Administration
	<b>Target Area</b>	Cumberland County City of South Portland Town of Bridgton
	<b>Goals Supported</b>	Improve and develop public infrastructure. Revitalize downtowns and eliminate slum & blight. Improve mobility/accessibility of facilities. Social service provision to address basic needs. Study future local needs of municipalities. Foster local housing affordability.
	<b>Needs Addressed</b>	Housing Public Facilities & Infrastructure Public Services Planning Economic Development
	<b>Funding</b>	CDBG: \$237,000
	<b>Description</b>	Administration of Cumberland County, South Portland, and Bridgton CDBG programs.
	<b>Target Date</b>	6/30/2016

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Set-up, management, accounting, and oversight of all funded CDBG activities in Cumberland County.
2	<b>Project Name</b>	Public Facilities and Infrastructure
	<b>Target Area</b>	Bridgton Downtown South Portland Redbank Neighborhood South Portland Brick Hill Neighborhood Cumberland County City of Westbrook (City-Wide) Harpwell Orr's and Bailey Islands Scarborough Broadturn Road City of South Portland Town of Bridgton Town of Pownal
	<b>Goals Supported</b>	Improve and develop public infrastructure. Improve mobility/accessibility of facilities.
	<b>Needs Addressed</b>	Public Facilities & Infrastructure
	<b>Funding</b>	CDBG: \$685,763
	<b>Description</b>	Development and improvements to public facilities and infrastructure in Cumberland County, South Portland, and Bridgton communities.
	<b>Target Date</b>	6/30/2017

<b>Estimate the number and type of families that will benefit from the proposed activities</b>	30,701 people will benefit from the activities.
<b>Location Description</b>	City of Westbrook, City of South Portland, Broadturn Road in Scarborough, Town of Bridgton, Town of Pownal, Harpswell Bailey Island.
<b>Planned Activities</b>	Town of Bridgton: Depot Street Streetscape Improvements--\$24,950 Town of Bridgton: Community Center Facade - \$5,000 Town of Bridgton: Main Hill Parking Lot - \$30,000 Town of Bridgton: Highland Lake Beach Bathrooms - \$68,000 Town of Harpswell: Bailey Island Community Hall - \$60,000 Town of Pownal: Mallett Hall Handicap Accessibility - \$5,849 City of South Portland: Target Area Streetscape Improvements--\$47,532 City of South Portland: Redbank Community Center Engineering - \$90,000 City of South Portland: Redbank Community Garden - \$19,800 City of South Portland: Redbank Park Phase II - \$60,000 City of South Portland: Redbank-Brickhill Neighborhood Improvements - \$46,740 City of South Portland: Ferry Village Waterfront Access - \$25,000 City of South Portland: Clarks Pond Trail Upgrades - \$3,891 City of Westbrook: City Hall Handicap Accessibility - \$80,000
<b>3</b>	<b>Project Name</b> Public Services

<b>Target Area</b>	Bridgton Downtown South Portland Redbank Neighborhood Cumberland County Westbrook Brown Street Neighborhood City of South Portland Town of Bridgton Lakes Region Freeport & Yarmouth
<b>Goals Supported</b>	Social service provision to address basic needs.
<b>Needs Addressed</b>	Public Services
<b>Funding</b>	CDBG: \$212,012
<b>Description</b>	The Cumberland County CDBG program will fund 17 public services in 2015. These services operate County-wide, and in Westbrook, South Portland, the Town of Bridgton, and 7 other County towns.
<b>Target Date</b>	6/30/2016
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5,588 low-moderate individuals
<b>Location Description</b>	

	<b>Planned Activities</b>	<p>Bridgton: Emergency Heating Fuel Assistance--\$12,000</p> <p>Bridgton: Community Center Kettle Dinners--\$2,000</p> <p>Bridgton: Community Center Navigator Program--\$6,100</p> <p>Bridgton: Backpack Food Distribution Program - \$5,000</p> <p>Bridgton: Summer Camp Scholarships - \$9,700</p> <p>Freeport: METRO Bus Passes - \$4,080</p> <p>Harpwell: Backpack Food Distribution Program - \$6,000</p> <p>Opportunity Alliance (County-wide): Homelessness Prevention Services--\$37,600</p> <p>South Portland: Food Pantry Operations--\$10,000</p> <p>South Portland: Recreation Scholarships--\$7,000</p> <p>South Portland: Domestic Violence Services--\$5,000</p> <p>South Portland: Emergency Heating Fuel Assistance--\$10,500</p> <p>South Portland: Elder Services, Meals-on-Wheels--\$10,000</p> <p>South Portland: Redbank Resource Hub Staffing--\$15,000</p> <p>South Portland: Bus Passes--\$4,292</p> <p>Standish: Domestic Violence Services, Rural Outreach - \$32,740</p> <p>Westbrook: Community Policing Coordinator - \$42,000</p>
4	<b>Project Name</b>	Housing Rehabilitation
	<b>Target Area</b>	<p>Cumberland County</p> <p>City of South Portland</p> <p>Town of Freeport</p>

	<b>Goals Supported</b>	Foster local housing affordability.
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	CDBG: \$314,670
	<b>Description</b>	Cumberland County will foster local housing affordability by providing housing rehabilitation and energy efficiency and weatherization programs for low to moderate income households in Cumberland County, South Portland, and Freeport.
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	47 low-income households
	<b>Location Description</b>	Cumberland County, City of South Portland, Town of Freeport
	<b>Planned Activities</b>	Cumberland County: Opportunity Alliance Regional Housing Rehabilitation - \$199,670 City of South Portland: South Portland Housing Rehabilitation - \$15,000 Town of Freeport: Home Weatherization & Insulation Program - \$100,000
5	<b>Project Name</b>	Planning
	<b>Target Area</b>	Cumberland County
	<b>Goals Supported</b>	Study future local needs of municipalities.
	<b>Needs Addressed</b>	Planning
	<b>Funding</b>	CDBG: \$22,000
	<b>Description</b>	Two planning studies will be funded in 2015. In the Town of New Gloucester a site study and preliminary design for a new public works facility will be conducted. In the Towns of Yarmouth and Cumberland a study will be completed to determine the needs and program requirements for the growing senior population.



<b>Target Date</b>	6/30/2016
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
<b>Location Description</b>	Town of New Gloucester, Maine Town of Yarmouth, Maine; Town of Cumberland, Maine
<b>Planned Activities</b>	Towns of Yarmouth and Cumberland: Senior Services Planning -- \$6,000 Town of New Gloucester: Public Works Facility Study -- \$16,000

## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The Cumberland County Entitlement Jurisdiction contains an area of 835.5 square mile and is home to 281,674 residents, with a growing population. The Cumberland County CDBG program serves 25 municipalities, 13 of which contain 36 low-income Census Block Groups. The City of Westbrook and the Town of Bridgton qualify for CDBG program funds City/Town-wide.

Cumberland County funds programs which serve either: 1) the County as a whole; 2) HUD presumed groups or income eligible individuals/households; 3) eligible Census Block Groups in participating County towns or; 4) specific target neighborhoods/"pockets of poverty."

In 2015: 1) Town of Scarborough will receive funds to construct a sewer line extension serving a new Habitat-for Humanity constructed 13-unit affordable housing sub-division; 2) The City of Westbrook will receive funds to inaugurate a community policing service in the Brown Street neighborhood of the City; 3) The Towns of Freeport and Yarmouth will subsidize low-income riders on the new METRO north bus service.

The "set-aside" communities of South Portland and Bridgton will complete infrastructure and facility projects in eligible low/moderate income target neighborhoods.

The Housing Rehabilitation program offers services County-wide, and in the City of South Portland. Housing programs funded through the CDBG program are offered to qualifying homeowners with properties located throughout the Cumberland County Entitlement Jurisdiction. A weatherization and energy conservation project will also occur in Freeport in 2015 to insulate and weatherize the homes of 20 low-income households.

Eight public service programs will be offered in South Portland for recreation, youth, elderly and educational services.

A county-wide public service activity will provide support services to County residents at risk of imminent homelessness. A domestic violence case management and educational outreach program will serve the Towns of Standish, Windham, Raymond and Casco.

Bridgton will assist with the funding of five public service activities addressing the basic needs of people in poverty, including: a school based food distribution program; emergency heating fuel assistance; community dinners; recreation program scholarships and a coordinator to connect town residents to needed services.

## Geographic Distribution

Target Area	Percentage of Funds
Bridgton Downtown	9%
South Portland Redbank Neighborhood	16%
Cumberland County	48%

Table 10 - Geographic Distribution

## **Rationale for the priorities for allocating investments geographically**

Cumberland County utilizes a competitive application process to allocate funds for economic development, planning, public infrastructure, public facilities, housing, and public service activities. A sub-committee of the Municipal Oversight Committee (MOC) delivers funding recommendations to the full MOC with final recommendations presented to the Cumberland County Commissioners. The process takes into account how the applicant communities and regional service providers seek to address priorities and needs of their community and the region particularly in areas with the high concentrations of low/moderate income residents. Given limited funding, projects are also reviewed based upon readiness to proceed and the significance of impact to be achieved.

36 Census Block groups in 13 municipalities meet the low/moderate income exemption criteria for the Cumberland County Community Development Block Grant program. The County has many “pockets of poverty” and some public infrastructure projects may also qualify by income survey.

The City of South Portland and the Town of Bridgton receive special “set-aside” allocations. South Portland’s 2015 allocation of \$411,945 will be used for an array of public facility, infrastructure, housing, and public service activities. Bridgton will receive an allocation of \$185,375 to be used for public infrastructure, public services and downtown revitalization activities. These communities conduct their own independent assessment and selection of projects, and citizen participation processes.

A large percentage of Cumberland County’s CDBG resources will be utilized by the two set-aside communities of Bridgton and South Portland in 2015. Bridgton is one of the communities with the highest percentage of low-income households and South Portland contains by far the largest numbers of low-income households.

South Portland expends funds for public infrastructure and facilities in local target areas, particularly the Redbank neighborhood. Likewise, Bridgton will be focusing the majority of their program budget on improvements to the downtown area.

The Town of Pownal, a small rural community in the County, will be receiving its first grant in the program's history.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The CCEJ Community Development program will strategically utilize its financial resources to promote the development of affordable housing opportunities throughout the County. Each year a significant portion of our CDBG program funds has been devoted directly to meeting the housing and housing affordability challenges of low & moderate income households. In Program Year 2015, \$299,670 in new County and \$15,000 in South Portland CDBG funds will be utilized for heating system replacement, weatherization, general housing rehabilitation and emergency repairs. An additional \$357,000 in HOME funds from the Portland/ Cumberland County HOME Consortium will be used for housing rehabilitation, the development of new rental or ownership housing and potentially for tenant based rental assistance. These funds will be expended in the CCEJ and the Town of Brunswick.

Planning activities were completed in 2013 under the auspices of HUD's Sustainable Communities Initiative, to develop a regional fair housing plan, including regional activities to affirmatively further fair housing.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	47
Special-Needs	0
Total	47

**Table 11 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	47
Acquisition of Existing Units	0
Total	47

**Table 12 - One Year Goals for Affordable Housing by Support Type**

## Discussion

The specific housing objectives to be achieved with 2015 CDBG are: heating system replacement, energy efficiency, and weatherization.

The focus of the continuing South Portland weatherization program and the 2015 Freeport program is energy efficiency and weatherization. The focus of the Opportunity Alliance program (Cumberland County and South Portland) is heating system replacement, general housing rehabilitation and emergency repairs. Heating system replacement of old and inefficient equipment, most well beyond their useful life, is a critical step in energy efficient housing rehabilitation. The agency takes a “whole house” approach and provides an array of weatherization services with resources provided by the Maine State Housing Authority. All appropriate heating system replacement clients are referred for weatherization and energy efficient rehabilitation services. This region-wide housing rehabilitation program will also leverage funds from the Maine State Housing Authority and the Maine Department of Environmental Protection.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

South Portland (SPHA) and Westbrook (WHA) are the only Public Housing Authorities in the Cumberland County Entitlement Jurisdiction (CCEJ). While the authorities are eligible to apply for CDBG funds through their host communities they currently receive ample capital improvement and operating expense funds directly from HUD.

### **Actions planned during the next year to address the needs to public housing**

The SPHA and WHA do not have any needs identified to be addressed with 2015 CDBG program funds. These housing authorities report that they are currently effectively managing their capital improvement needs.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

#### *South Portland Housing Authority*

Residents are currently represented through the Resident Advisory Board, which regularly meets to discuss issues including operations, management and property improvements. Residents are regularly informed whenever changes in policies or procedures are proposed and invited to comment prior to implementation.

Homeownership has been a difficult challenge for most, if not all SPHA residents. The primary obstacle is the extremely high cost of homes on the market and the obstacle of obtaining funds for a down payment. The income disregard program is in place, permitting residents the opportunity to save funds toward self-sufficiency and homeownership.

Currently the South Portland Housing Authority (SPHA) owns and/or manages over 600 units of housing in South Portland. Of these units, 123 are for elderly with congregate services available, 412 are for elderly/disabled residents, with some handicapped accessible units, 96 are 2 to 4 bedroom family units, and one property has 10 units that are all completely handicapped accessible.

#### *Westbrook Housing Authority*

Westbrook Housing Authority's Public Housing and Tax Credit supported housing residents are represented via Resident Councils for the project in which they reside. The Resident Councils meet monthly to address issues of operations, management and maintenance. Residents are made aware of any changes via the monthly meetings and newsletters. Two residents serve on the Westbrook Housing Authority's Board of Commissioners.

Of the nine housing projects that Westbrook Housing Authority owns /manages, two are non-elderly. One is a family housing complex containing 26 units developed under the tax credit program. The other is a two-unit complex for adults with developmental disabilities. WHA encourages these residents toward homeownership to the extent feasible. Westbrook Housing Authority collaborates with Maine Home Works Housing Education program by providing free space for homeownership classes.

WHA participates in the Section 8 Voucher Homeownership Program. We currently have 18 recipients under this program. Homeownership continues to be a problem in the County jurisdiction for low and moderate-income households. Home prices have fallen but new mortgage finance restrictions provide significant challenges. Westbrook Housing Authority works in conjunction with Westbrook Development Corporation to enhance homeownership opportunities.

The Westbrook Housing Authority manages 448 units of housing: 150 elderly with congregate services available, 86 elderly/disabled residents, with some handicapped accessible units, 34 are 2 & 3 bedroom family units, 29 are tax credit units for residents 55+, 100 are combination Tax Credit and market rate units for residents 55+, 13 are affordable market rate units and one 36 unit development is market rate for residents 62+.

At the top of the list of request that Westbrook Housing Authority cannot accommodate are two- and three-bedroom family apartments, followed closely by apartments for disabled adults. A typical wait for non-subsidized apartments is six months to a year, and applicants for subsidized apartments may have to wait as long as six years. Similarly, the wait for public housing for disabled adults or elderly is up to two years.

Westbrook Housing Authority also administers 805 Section 8 Housing Choice Vouchers. Of these, 237 are elderly voucher recipients and 568 are family voucher recipients. Twenty-seven households participate in the Section 8 Family Self-Sufficiency Program.

**If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

Neither the South Portland nor Westbrook Housing Authorities are identified as troubled or poorly performing housing authorities.

**Discussion**

The Cumberland County Community Development Program routinely consults with both local housing authorities on regional housing needs and issues, and will continue to do so. The Community Development Program addresses the need for affordable housing through its regional housing rehabilitation program, and through its participation in the Cumberland County HOME Consortium.



## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The City of Portland, a recipient of ESG and Continuum of Care funds is the primary homeless services center in the region. Family, adult and teen shelters and services are located in Portland – none are located in the Cumberland County Entitlement Jurisdiction (CCEJ). State Continuum of Care resources are provided to individuals located in CCEJ communities at properties operated by Shalom House and through the Stability Through Engagement Program (STEP). STEP provides short-term rental assistance in a rapid re-housing type program accessed at family, individual and domestic violence shelters.

From 2007 and 2008, the CCEJ provided CDBG funds to PROP (now The Opportunity Alliance - TOA) to provide case management and rapid re-housing services to persons at risk of homelessness. This activity was superseded by the Homeless Prevention Rapid Re-Housing Program (HPRP) operating from 2009-2011. In 2012 a small CDBG grant was provided to TOA to maintain the program. In 2013 TOA received a planning grant to study past efforts, assess effectiveness and guide future activities. In 2014 TOA received a modest CDBG grant to provide case management services and financial assistance for families and individuals at risk of homelessness in the CCEJ, and will receive a similar grant in 2015.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The Opportunity Alliance (TOA) will provide case management services to homeless or imminently homeless individuals using 2015 CDBG funds. TOA completed a 2013-funded CDBG study of homeless case management services operated from 2007-2012. The study identified the agency's most successful case management practices and has enabled TOA to tailor services for homeless individuals and families to achieve the best chance for success and stability.

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Cumberland County is providing a 2015 grant to Family Crisis Services, a domestic violence service agency, to provide case management services to victims of domestic violence. Frequently victims require a combination of health, mental health and emergency/transitional housing services. Family Crisis Services also receives Continuum of Care funds from the "Balance of State" grant to provide emergency housing to victims homeless as a result of domestic violence.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The Opportunity Alliance will be granted funds to intervene either prior to or shortly after an individual or family becomes homeless. This work directly links vulnerable households to housing providers and/or housing vouchers.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

The Opportunity Alliance will provide case management services and financial assistance to homeless or imminently homeless individuals and families through a 2015 CDBG grant. The case management services they provide include housing counseling, referrals to mental health and public health service providers, the Maine Department of Health and Human Services, referrals for job training programs, and referrals to local General Assistance/Welfare offices in Cumberland County to get connected to food, fuel, and other safety net programs. Financial assistance includes funds for security deposits, 1st month's rent, or overdue utility payments.

The Cumberland County CDBG program also funds transportation programs (free bus passes), emergency heating assistance, scholarships for youth recreation programs, and food pantries to assist struggling households to meet their basic needs and still have enough resources left over to retain their housing.

## Discussion

The Cumberland County CDBG program also funds supportive services for persons with special needs besides the homeless. This year, the program will fund Meals on Wheels for homebound elderly residents in South Portland, many of whom live in public housing.

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction**

The CCEJ CD program will strategically utilize its financial resources to promote the development of affordable housing opportunities throughout the County. Each year a significant portion of our CDBG program funds has been devoted directly to meeting the housing and housing affordability challenges of low & moderate income households. In 2015, County CDBG funds will be utilized for heating system replacement, weatherization, emergency repairs, well & septic systems and general housing rehabilitation. An additional \$357,236 in HOME funds from the Portland/ Cumberland County HOME Consortium will be used for housing rehabilitation, and the development of new or the rehabilitation of existing rental housing. These funds will be expended in the CCEJ and the Town of Brunswick.

Cumberland County, with the support of the HUD Sustainable Communities Program, developed a regional fair housing plan in August, 2013, including regional activities to affirmatively further fair housing.

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

Consistent with the governmental structure of the State of Maine, Cumberland County does not have land use authority within the jurisdiction. The County does not influence or control land use activity, zoning ordinances, building codes, fees, or growth limitation ordinances. These activities occur within the jurisdiction of individual municipalities, outside the control or influence of the County government.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction**

Cumberland County Community Development will continue to support non-profit organizations, homeless service providers, housing organizations, and special needs groups in their goals to meet the needs of the underserved persons in Cumberland County. The County will continue to actively communicate with these groups to continually assess needs and demand for services in the communities of Cumberland County.

### **Actions planned to address obstacles to meeting underserved needs**

The principal obstacle to meet underserved needs is financial. Given the large territory and population to be served, the allocation of funds, while significant and very much appreciated, is well below levels required to meet the needs of the region's low/moderate income households.

The maximum permitted distribution of CDBG funds for social service activities, capped at 15% of grant funds, will equal \$212,460.15 (based upon an allocation of \$1,416,401). Given the ever growing needs of over 50,000 low/moderate income persons and almost 10,000 persons in poverty in the CCEJ, these resources are entirely inadequate. Needs range from health care, home health care, transportation, child care, elder services to homeless services and fuel assistance.

Housing needs ranging from lack of affordable housing, rehabilitation, weatherization and lead-based paint hazard control to homeownership assistance are extensive. The limitation of financial resources again is the paramount obstacle. The development of new affordable housing is limited by the escalating costs of land, and necessary infrastructure (roads, sewers, and etcetera). Staff and time resources represent a partial obstacle to meeting existing needs; however, if funds were available, this challenge could be met.

All 2015 funded activities will address obstacles to meet underserved needs, which is why they were selected for funding.

### **Actions planned to foster and maintain affordable housing**

In addition to the specific goals and priorities outlined in the "Affordable Housing" discussion appearing earlier in this Action Plan, Cumberland County continues to work with its partnering organizations in the community to develop and maintain programs aimed at improving the quality and affordability of Cumberland County, Maine's housing stock.

Rising energy costs and aging housing stock are two of the largest burdens on local homeowners in Cumberland County. The efforts previously discussed, such as the housing rehabilitation and weatherization programs in Cumberland County and South Portland, are aimed at helping low and

moderate-income Mainers remain in their homes. Cumberland County also provides funding for emergency fuel assistance in order to help residents stay warmly, safely, and affordably housed.

### **Actions planned to reduce lead-based paint hazards**

The Cumberland County Community Development program complies with the Lead-Based Paint Rule, effective September 15, 2000. All housing rehabilitation and homeownership activities are conducted in accordance with the rule. The staff of The Opportunity Alliance, contract provider of housing rehabilitation program services, conducts risk assessments and clearance inspections for rehabilitation projects, as required. The region (City of Portland as lead entity, Cumberland County as participant) had a special Lead-Based Paint Hazard Control program grant from 2008-2010. Unfortunately, applications submitted by the City of Portland for a combined City and County program in 2010, 2011 and 2013 were not successful

All properties purchased with financial assistance provided by the Community Development program must be inspected for lead-based paint hazards prior to final approval of application for assistance. Payments are issued after receipt of an inspection report stating that no lead-based paint hazard was present at the time of purchase.

### **Actions planned to reduce the number of poverty-level families**

Cumberland County, consistent with the governmental structure of Maine, does not administer social service, economic development, job training or similar programs. These activities have historically been the purview of state and municipal governments and non-profit service providers. The County's CDBG program and its focus on benefiting low/moderate income residents represent an opportunity for the County to develop services and strategies to alleviate poverty to the extent funds allow. The County's CDBG program will work to alleviate poverty in the following ways:

- 1) The allocation of CDBG Public Service (Social Service) funds to sub-recipients will be coordinated with funding sources from the United Way of Greater Portland, Cumberland County Human Services grant program, and city/town funds and state resources.
- 2) Public Service funds will target assistance to low/moderate income households and families through 17 programs:
  - a) One program will target responses to domestic violence will serve 4 specific communities (Casco, Raymond Standish & Windham) within the region;
  - b) 7 programs operated in the City of South Portland;
  - c) homelessness prevention case management services to Cumberland County residents at imminent risk of losing their housing; and
  - e) 5 programs supporting extremely poor individuals and families in the Town of Bridgton (community dinners and emergency fuel assistance).

3) Affordable housing represents a significant obstacle to family self-sufficiency. The 2015 CDBG program will target funds for heating system replacement, weatherization and emergency home repair.

### **Actions planned to develop institutional structure**

The institutional structure of the Cumberland County Community Development program is largely established. The program's structure has three components: 1) the formal, official governance of the County Commissioners; 2) the representative membership of the municipalities who comprise the Municipal Oversight Committee; and 3) the leadership and management provided by the Community Development Office staff.

- County Commissioners – The Commissioners are the official governing body of the County. They will determine, in collaboration with the Municipal Oversight Committee, the allocation of CDBG resources and formally adopt and endorse the Consolidated Plan, Annual Action Plan and HUD grant agreement.
- The Municipal Oversight Committee (MOC) is composed of one voting delegate from each member community and one County Commissioner. The group has adopted organizational by-laws, establishes basic policy for the program, and provides recommendations to the County Commissioners.
- Administration of the program is conducted through the County's Community Development Office.

Through all three elements, the County works to strengthen existing partnerships and build new relationships with public and private entities ensuring maximum benefit and outcomes from CDBG investments.

The Commissioners, MOC and CD staff are augmented in the effort by the Greater Portland Council of Governments (GPCOG), the Opportunity Alliance (our Community Action Program agency) and municipal governments.

Further refinements during the initial program years included: solidifying working relations with the two set-aside communities, South Portland and Bridgton, and bringing in four additional communities to the program – Casco, Baldwin, Chebeague Island (formerly part of Cumberland, but now a unique municipality), and the City of Westbrook. Refinement to the operations of the program's governance structure centered in the Municipal Oversight Committee (MOC) is continual.

**Actions planned to enhance coordination between public and private housing and social service agencies**

In 2015 the CCEJ is funding two activities that link housing and services:

- 1) Family Crisis Services will receive funds and provide case management services to victims of domestic violence. Frequently victims require a combination of health, mental health and housing services.
- 2) The Opportunity Alliance will be granted funds to intervene either prior to or shortly after an individual or family becomes homeless. This work directly links vulnerable households to housing providers and/or housing vouchers.



## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

#### Introduction

Cumberland County has calculated the overall benefit of programs to persons of low and moderate income for 2015. Annually, Cumberland County strives to structure its program in order to meet or exceed the HUD requirement that 70% of CDBG funds be expended on activities that benefit low/moderate income persons. To date, the program has always well exceeded this requirement.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	82.00%

## Discussion

All available CDBG funds for 2015 have been allocated to projects and activities. The 2015 CDBG allocation, plus a total of \$55,044 in reprogrammed funds, creates a total 2015 CDBG budget of \$1,471,445. \$237,000 has been allocated to program administration and planning - meaning 82% of all funds are being used for activities that benefit persons of low and moderate income (either directly or indirectly).

## **APPENDICES**

## **PUBLIC HEARING & COMMENT NOTICES**

**NOTICE OF PUBLIC HEARINGS  
CUMBERLAND COUNTY, MAINE**

**Monday April 13, 2015 5:30PM (Public Hearing)  
Cumberland County Court House  
142 Federal Street, Portland, Maine 04101  
Peter Feeney Conference Room**

**Monday May 11, 2015, 5:30PM (Public Hearing)  
Cumberland County Court House  
142 Federal Street, Portland, Maine 04101  
Peter Feeney Conference Room**

2015 Community Development Block Grant (CDBG) Annual Action Plan  
HUD, CDBG Entitlement Grant - \$1,416,401

The Cumberland County Commissioners will hold two Public Hearings to consider the allocation of the CDBG program funds received by the County from the U.S. Department of Housing & Urban Development (HUD). Comments will be accepted at the hearings or in writing for a 30-day period ending May 6, 2015.

The primary objective of Cumberland County's Consolidated Housing and Community Development Plan is the development of viable communities including decent housing, a suitable living environment, and expanding economic opportunities, principally for person of low and moderate income.

For more detailed information on the CDBG program, contact Aaron Shapiro, Cumberland County Community Development Office, 142 Federal Street, Portland, Maine, 04101. Tel. 207-699-1905. [Shapiro@Cumberlandcounty.org](mailto:Shapiro@Cumberlandcounty.org).

Portland Press Herald

April 8, 2015

**Legal Advertisement**

**NOTICE OF PUBLIC HEARINGS CUMBERLAND COUNTY, MAINE**

Monday April 13, 2015  
5:30PM (Public Hearing)  
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Portland, Maine 04101  
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**The County of Cumberland is committed to providing quality services to all citizens equitably, in a responsive and caring manner.**

**CUMBERLAND COUNTY COMMISSIONERS' MEETING**

**AGENDA**

**Monday, April 13, 2015**

**5:30 PM**

**Peter J. Feeney Conference Room  
Cumberland County Courthouse  
142 Federal Street, Portland, Maine**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF THE MINUTES**

**The Regular Meeting Minutes held on Monday, March 9, 2015**

**COMMENTS FROM THE PUBLIC**

**INFORMATIONAL REPORT:**

- **Joanna Aronica and Wanda Petersen, Annual Wellness Program Review**
- **Aaron Shapiro, Director Community Development Block Grant, 2015 Presentation of the proposed Annual Action Plan for the CDBG (Public Hearing) – Opportunity for the public to comment on the proposed program.**

**CONSENT AGENDA APPROVALS:**

**15 – 021 Approval, Forfeiture of \$1,230.00 in U.S. Currency Seized in Drug Investigation**

**15 – 022 Approval, CCRCC Westbrook Evacuation Build Out**

**15 – 023 Approval, CCRCC Board of Directors Appointment**

**15 – 024 Approval, CCSO Commissions for March and April 2015**

**15 – 025 Approval, Cumberland County Carpet Replacement-State Side**

- 15 – 026      Approval, Cumberland County Security Upgrade - LEC**
- 15 – 027      Approval, Cumberland County Courthouse – Mechanical  
Services  
Contract**
- 15 – 028      Approval, CCSO 2015 Seat Belt Enforcement Grant**

**COMMENTS FROM THE COUNTY MANAGER**

**COMMENTS FROM THE COUNTY COMMISSIONERS**

**NEW BUSINESS**

**ACTION ITEMS**

- 15 – 029      Approval, Violence Intervention Partnership (VIP Grant  
Renewal Application)**

**OLD BUSINESS**

**AGENDA PLANNING**

**ADJOURN**



**The County of Cumberland is committed to providing quality services to all citizens equitably, in a responsive and caring manner.**

**CUMBERLAND COUNTY COMMISSIONERS' MEETING**

**REVISED**

**AGENDA**

**Monday, May 11, 2015**

**6:00 PM**

**Peter J. Feeney Conference Room  
Cumberland County Courthouse  
142 Federal Street, Portland, Maine**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF THE MINUTES**

**The Regular Meeting Minutes held on Monday, April 13, 2015**

**COMMENTS FROM THE PUBLIC**

**Recognition of Retiring Board of Assessment Review Chair Ned Kitchel**

**Recognition of Retiring CCRCC Board of Directors: Allan Dolloff – Baldwin Fire Chief; Charles Hammond-Windham Fire Chief; Richard Lewsen-Windham Police Chief and Ronald Shepard-Gorham Police Chief**

**INFORMATIONAL REPORT:**

- **Aaron Shapiro, Director Community Development Block Grant, 2015 Presentation of the proposed Annual Action Plan for the CDBG  
Opportunity for the public to comment on the proposed program.**

**15 – 031      Approval, Adoption of Community Development Block Grant  
Program Year #9 Annual Action Plan**

**CONSENT AGENDA APPROVALS:**

**15 – 032      Approval, CCRCC – Add Recorder Channels at Westbrook Public Safety**

**15 – 033      Approval, Cumberland County’s Got Health Wellness Program 2016 Incentive**

**COMMENTS FROM THE COUNTY MANAGER**

**COMMENTS FROM THE COUNTY COMMISSIONERS**

**NEW BUSINESS**

**ACTION ITEMS**

**15 – 034      Approval, 2015 Vehicle Bid for Chevy Silverado 5W4 4x4 Pick-up Truck**

**OLD BUSINESS**

**AGENDA PLANNING**

**ADJOURN**

**EXECUTIVE SESSION**

**Immediately Following the Commissioners Meeting**

**Pursuant to Title 1 MRSA § 405 (6) (D) to discuss negotiations and proposals for the labor contracts between the County and Jail Bargaining Agents**

**And**

**Pursuant to Title 1 MRSA 405 (6) (A) to discuss a personnel matter**

**Next meeting: June 8, 2015 At the Cumberland County Courthouse in the Peter J. Feeney Conference Room at 5:30 PM.**

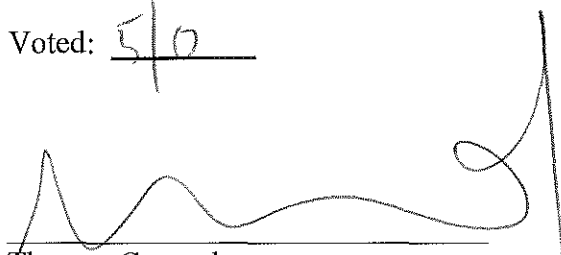
**Commissioner's Meeting Votes**  
**May 11, 2015**

**Motion:** Adopt the 2015 Annual Action Plan – Community Development Block Grant (CDBG) program; First Public Hearing held on April 13, 2015; Second Public Hearing held on May 11, 2015.

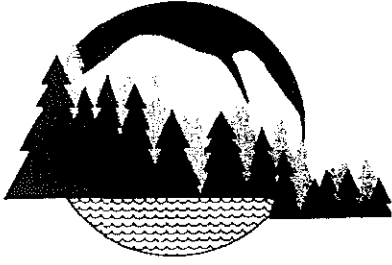
Voted: 5/0

**Motion:** Authorize Peter Crichton, County Manager to execute all required Certifications, Applications and Documents in conjunction with the submittal of the 2015 Annual Action Plan.

Voted: 5/0



\_\_\_\_\_  
Thomas Coward  
Chair  
Cumberland County Commissioners



# Town of Bridgton

3 Chase Street, Suite 1

Bridgton, ME 04009

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## Notice of a Public Hearing

The Select Board (BOS) shall hold a public hearing on the proposed Community Development Block Grant (CDBG) funding projects for HUD Fiscal Year 2015. The hearing shall take place at their regular meeting March 10, 2015 beginning at 6:00 PM. The purpose of the meeting is to hear public comment on the applications. Applications and staff recommendations, as well as the recommendations of the Community Development Committee (CDC) can be viewed in the Municipal Office during normal business hours at 3 Chase Street. The BOS is expected to take action at this hearing to forward the town's requested funded projects as either accepted as recommended or otherwise amended to the Cumberland County Community Development Office. The BOS may also discuss the applications with the CDC, staff and/or the applicants. CDBG projects must come under one of the following categories: Public Service, Public Infrastructure/Facility, Housing or Downtown Revitalization. Projects must also meet one or both of the national objectives which are: service to persons of low to moderate income and the elimination of slum and blight. For more information, contact Anne Krieg, AICP – Bridgton Director of Planning, Economic & Community Development in person at the Municipal Offices at 3 Chase Street, by phone 207-647-8786 or by email: [ecodevdir@bridgtonmaine.org](mailto:ecodevdir@bridgtonmaine.org)

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#### Contact:

Anne M. Krieg, AICP – Director of Planning, Economic and Community Development

Phone: (207) 647-8786 • Fax: (207) 647-8789 •

Email: [ecodevdir@bridgtonmaine.org](mailto:ecodevdir@bridgtonmaine.org)

## **PUBLIC COMMENTS**



# City of Westbrook, Maine

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Colleen Hilton  
Mayor  
[chilton@westbrook.me.us](mailto:chilton@westbrook.me.us)

2 York Street  
Westbrook, Maine 04092  
Phone: (207)591-8110  
Fax: (866)405-0776

Jerre R. Bryant  
City Administrator  
[jbryant@westbrook.me.us](mailto:jbryant@westbrook.me.us)

William D. Baker  
Asst. City Administrator  
Business & Community Relations  
[wbaker@westbrook.me.us](mailto:wbaker@westbrook.me.us)

April 22, 2015

Mr. Aaron Shapiro, Program Director  
Cumberland County, Community Development Program

Re: HUD Community Development Block Grant Program

The City of Westbrook is extremely grateful to HUD and the Cumberland County Community Development Block Grant Program for the award of two grants that offer our community significant social and economic benefits.

We have received more than one million dollars in recent years and this year we will benefit directly from an 80,000 dollar grant that will allow us to make City Hall handicap accessible; and one for 42,000 dollars that will allow us to establish a community policing presence in one of our most challenging neighborhoods.

The CDBG program has been extremely successful and is highly valued by the City administration and the people of our grateful City. We want your program administrators and staff to know what an important impact this program has on a community like ours.

Very truly yours,

William D. Baker  
Assistant City Administrator  
Office of the Mayor  
2 York Street  
Westbrook, Maine 04092



OFFICE OF COMMUNITY DEVELOPMENT

Maeve W. Pistrang  
Community Development Coordinator

April 21, 2015

Cumberland County Community Development  
Aaron Shapiro  
142 Federal Street  
Portland, ME 04101

The City of South Portland is pleased to be a part of the Cumberland County Community Development program and continues to see the benefits of CDBG in our community. This year's funds will allow the City to focus on creating new community gardens, street improvements, recreational fields, and trails in the low-income Redbank/Brickhill neighborhood. South Portland also prioritizes using CDBG to fund a resource hub in the Redbank neighborhood, which connects residents to needed services and builds community networks through hosting community dinners, before and after-school programming, health classes, a farmers market, and a weekly bread bank. Additionally, the City is able to address other critical needs for residents using CDBG, such as the South Portland Food Cupboard, Meals on Wheels, domestic violence support services, emergency fuel assistance, and emergency housing rehab.

The City is grateful for this valuable resource in our community and looks forward to continuing this beneficial partnership with Cumberland County.

Sincerely,

A handwritten signature in cursive script that reads "Maeve Pistrang".

Maeve W. Pistrang  
Community Development Coordinator

# TOWN OF YARMOUTH

200 Main Street  
Yarmouth, Maine  
04096

Phone: (207) 846-9036

Fax: (207)846-2403

Nathaniel J. Tupper  
Town Manager  
Email: [ntupper@yarmouth.me.us](mailto:ntupper@yarmouth.me.us)

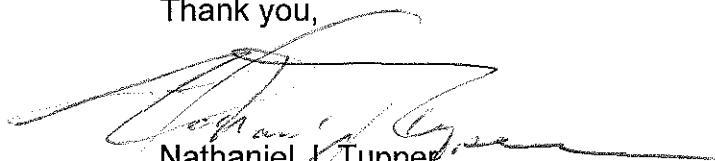
April 16, 2015

Mr. Aaron Shapiro  
Cumberland County Community Development  
142 Federal Street, Suite 102  
Portland, Maine 04101

Dear Mr. Shapiro,

The Town of Yarmouth is very pleased to learn that the Cumberland County CDBG program has voted to authorize the Yarmouth – Freeport joint grant request for funding low-income ridership in the new METRO bus route to be established in our communities later this year. The two towns are collaborating with the Greater Portland Transit District to establish a fixed route run connecting our communities with the METRO Bus system. With the available inter-connects and transfer program residents of this town will have access to jobs and services from Biddeford to Brunswick and with connections to the Portland Transportation Center, further access to interstate rail, bus and air services. Yarmouth has not enjoyed this kind of transit connection in our 40 years and we are thrilled to be re-instating it now. Even with this small CDBG award, we'll be able to introduce low and moderate income job seekers and commuters to safe, reliable and affordable transportation. And we'll be able to assist and introduce the service to Yarmouth's increasingly large senior citizen residents. What a great win-win!

Thank you,



Nathaniel J. Tupper  
Yarmouth Town Manager



# the Opportunity Alliance

April 15, 2015

To Whom It May Concern:

The Opportunity Alliance (TOA) would like to thank HUD for accepting our Cumberland County Community Development Block Grant (CDBG) request of \$37,600 which will be used to prevent some of the most vulnerable families in Cumberland County from becoming homeless.

CDBG funds are critical for our project as there are few housing supports in the county. Since 2007, The Opportunity Alliance has managed housing-focused case management programs in Cumberland County. These funds will allow the Opportunity Alliance to continue this project; making it possible to build on our experience helping consumers navigate a complex system, educate about housing options, assist with budgeting, help with filling out applications, and assist with landlord negotiation, etc. With this grant funding we will continue to work with local resources, collaborate with General Assistance and Town offices and meet clients in their communities. It has been with CDBG funding that we have been able to provide and tailor our program based on the communities we serve.

Additionally, we have appreciated the past experience working with the Director of Community Development, Aaron Shapiro, who has provided technical assistance on the contract regulations and who is always available for questions.

Sincerely,



**Tara Kosma**  
Senior Vice President of Operations and Access





April 8, 2015

Aaron Shapiro, Director  
Community Development Block Grant Program  
Cumberland County Courthouse  
142 Federal Street  
Portland, ME 04101

Dear Aaron,

The town of Freeport is very excited to start Phase 2 of the energy conservation project that started in FY 2014/2015 and outlined in our 2015 CDBG proposal. The program is intended to lower energy consumption for 18 low income households in Freeport. All of the recipients of this program also participated in the previous program.

By partnering the CDBG funds with the Efficiency Maine Rebate Program we are able to get these much needed services to those who need it, but don't have the money to afford it. This year's program is also being supported by the Freeport Housing Trust in the form of a matching grant. The number of families that can't keep up with energy expenses is both changing and growing. This program will permanently lower energy costs and improve a family's chance of becoming energy independent.

This program also will help lower Freeport's carbon footprint, another laudable goal. The primary task of this project is to completely insulate houses.

Thank you for your support of this important project.

Sincerely,

Donna Larson  
Freeport Town Planner

## **Board of Selectmen's Meeting Minutes March 10, 2015; 5:00 P.M.**

### 7. Committee Reports

*There were no committee reports.*

### 8. MSAD #61

*There was no information from MSAD #61.*

Chairman King brought agenda item 11 forward.

### 11. Public Comments

Mike Tarantino reported that the fuel collaborative program has served over fifty-five (55) families to date, at an approximate cost of \$17,478. At the end of the last heating season, the number of families served was about eighty (80). Mr. Tarantino thanked the Board, other organizations and those that contributed to the program. He noted that the application was more stringent this year and the applicants are required to provide proof of income. On behalf of the Board, Chairman King thanked Mr. Tarantino.

### 12. Old Business

#### a. Town Hall Update

Director of Economic and Community Development Director Anne Krieg reported that she met with staff members, Town Manager Peabody, Engineer Eric Dube and CDBG Officer Aaron Shaprio regarding the Town Hall. She requested that the Board set up a workshop to review the issues and options for the Town Hall. The Board set a workshop date of Thursday, March 19<sup>th</sup> at 3:30 P.M.

### 13. Dates of the Next Board of Selectmen's Meetings/Workshops

March 11, 2015; March 19, 2015; March 24, 2105; April 24, 2015; April 28, 2015; May 12, 2015; May 26, 2015; June 9, 2015; June 10, 2015

Chairman King brought the public hearings forward at 6:00 P.M.

### 9. Public Hearing

#### a. Community Development Block Grant Funding Projects for HUD Fiscal Year 2015

Chairman King opened the public hearing to discuss the Community Development Block Grant Funding Projects for HUD Fiscal Year 2015 at 6:00 P.M.

Economic and Community Development Director Anne Krieg submitted a memo and reported the following:

Please accept this memorandum as background materials for the requisite public hearing on CDBG 2015 applications. Attached please find the set of applications for Programs/Services. The Community Development Committee (CDC) met with the applicants, and carefully deliberated a recommendation that is also attached. The role of the Community Development Committee was to make a recommendation as to which projects/programs should receive CDBG funding the coming year.

Staff made some recommendations to the CDC for programs/services as to their oversight and administration. In looking at the costs and time to administrate the program, Cumberland County recommends the town consider funding a few services as it deems appropriate as opposed to small amounts to many programs. Whether a project is \$1,000 or \$1,000,000, the paperwork is the same. This consideration would support a policy of funding a program more fully and establish priorities. The Committee responded by choosing the programs that gave the most results for the funds.

## **Board of Selectmen's Meeting Minutes**

### **March 10, 2015; 5:00 P.M.**

For the past 2 years, the Committee reviewing the service program applications used the policy that the services should be providing basic needs to residents of low to moderate income. A look at past projects funded supports their parameter. Going forward, it appears the CDC may not necessarily utilize this policy as it was never formally ratified; however, the applicants this year assumed the same policy would carry forward to the next year. CDC has indicated they may be brief to make a recommendation to the Select Board for a policy next year.

Staff recommended the Committee look at the applications at their face to determine if they meet the requirement of the CDBG program to serve persons of low to moderate income. Whether these services can be quantified and tracked accordingly to meet HUD requirements was recommended as a possible secondary requirement.

CDC also discussed, deliberated and made a recommendation on public infrastructure or facilities projects:

- Staff recommended the use of funds to finish the repairs at the Bridgton Community Center (BCC.) The Committee agreed to this recommendation.
- Staff also requested monies to work on a partnership commenced a year ago with property owner to construct a public lot on their property on Main Hill. The lot is a dilapidated building next to the Sports Therapy facility. This will remove a blighted building, and provide staff and overnight parking to business and residents on Main Hill. This frees up on-street parking for customers and visitors. The Committee agreed to this recommendation.
- Please note the Select Board has requested that I continue pursuing a partnership with Mr. Stevens for the William Perry House; this is ongoing. I have no update as of this writing.
- Town staff also recommended the use of the funds for the construction of a bathroom at Highland Lake. This is a heavily used park for our residents and visitors and is a deplorable condition presently. It is planned to use a similar specification as the CDBG funded bathroom in Naples; we are also looking at other specifications as the national park model and other park models. The Committee agreed with this recommendation.
- CDC added another project as noted in their recommendation. They are requesting funds to be placed for the Bridgton Community Center's existing bathroom for renovations and possible access from the outside. In discussions with Cumberland County, the County is requesting this project be confirmed by the BCC and additionally that there are estimates to support the dedicated funds. If the Select Board is in agreement with this recommendation, staff requests that the Select Board direct staff to follow-up up with the requested information from Cumberland County and return to the March 24<sup>th</sup> BOS meeting to report to the same.

This was a lot of time and effort for the Committee to perform this review and their hard work and service are appreciated.

Economic and Community Development Director Anne Krieg submitted a memo and reported the following summary of Community Development Committee CDBG subcommittee meetings:

Since late January the members of the CDC with other participating citizens met three times as a subcommittee to discuss and recommend to the BOS how best to invest the 2015-16 CDBG funds in our community. The backgrounds of the participants were well rounded. All are active in the Town. Approximately half would provide fish to those in need and half would choose to teach individuals to fish.

**Board of Selectmen’s Meeting Minutes  
March 10, 2015; 5:00 P.M.**

The total amount of funds requiring decision was \$120,493.83. Anna Krieg, Town Planner and Economic Director, explained that a maximum of 25% can go to community service programs. While such programs are not required to be funded the Federal and County governments encourage such funding as a major goal of the program is to help low income individuals and families. Service programs wishing block grant funds are required to submit an application. Seven were filed for consideration.

The purpose of the balance of CDBG funds, after service is to fund public and/or private infrastructure programs to minimize slum and blight within the Town. Recently the BOS made the policy decision that no CDBG funds would be spent in the private sector this year. The Town Staff recommended three (3) infrastructure projects and the committee one.

**Community Service Request**

The following is a summary of the community service applications showing the requested and recommended funding:

<u>Program</u>	<u>Requested</u>	<u>Recommended</u>
1. BCC Fuel Bank	\$ 7,000.00	\$ 5,000.00
2. Monday Early Release	1,040.00	.00
3. Community Kettle Dinners	3,000.00	2,000.00
4. Community Navigator Program	6,300.00	6,100.00
5. HELP Enrich Lives (Free Clothing)	5,000.00	.00
6. Back Pack (weekend food – students)	5,600.00	5,000.00
7. Summer Camp	<u>12,750.00</u>	<u>9,700.00</u>
Totals	<u>\$40,690.00</u>	<u>\$27,000.00</u>

It should be noted that some members noted that it was not necessary to spend the maximum monies presently allocated to social service programs. They felt that some of the funds would be better spend on infrastructure needs.

The first four (4) programs are those of the Bridgton Community Center (BCC). Before discussing the request individually it should be noted that members raised questions about the activities being conducted by the BCC. When asked for a summary of programs provided its director responded that 50% were programs serving low income families. The remaining activities are those initiated by outside independent organizations and clubs who used space provided by the Center, with the BCC providing only a scheduling function for meeting rooms. When asked, the BCC Director said that the Center initiates and conducts no activities because staff limitations.

This troubled some members of the committee, particularly its chairman, because it appeared that the BCC functioned as a social service agency rather than a traditional community center providing activities for all citizens regardless of age and economic level. Dee Miller who served on the initial board said that when established it was not intended for the BCC to become a social service agency. When ask what other towns for social services the Town Manager stated that except for the state mandated public assistance he knew of no other town or organization within a town that came near duplicating what is done in Bridgton. He said that most towns due nothing.

The following is a summary of the committee’s discussions by request.

**BCC Fuel Bank** – This is a long standing program that has been will managed. In the immediate past year a line of dialog was established with the Town’s assistance program to minimize abuse. This year the program lost a benefactor who matched contributions. However, they are the benefactor of the new Blue Grass Festival and the Pub Crawl that are run

## **Board of Selectmen's Meeting Minutes**

### **March 10, 2015; 5:00 P.M.**

independently. Fuel for this program has been purchased as part of the Town fuel contract. Some members felt that fuel oil companies should be contacted independently for possible better pricing for a non-profit. With the anticipation that oil prices will stay low the committee reduced the requested funding and recommends \$5,000.00.

**Monday Early Release** – Monday is the day Bridgton school kids get an early release to take ski lessons at Shawnee Peak. The program essentially provides a babysitting service for those who have chosen not to or who cannot afford to participate in the ski programs. Questioning the value of the program the committee recommends that it not be funded.

**Community Kettle Dinners** – Again the community dinners are a huge BCC success that provides a sense of community for Town people. The dinners are free to all. Funding, however, comes from several sources. The community pays for food and staffs 50% of the dinners. 25% are funded and staffed by private businesses and non-profits. The balance are staffed by various organizations with the BCC paying for the food. Because of the sense of community created the committee recommends funding of \$2,000.00.

**Community Navigator Program** – The purpose of this program is to enable the BCC to hire a part time person to assist in directing individuals who need help finding sources for social services or financial assistance. As explained by the BCC director this could be anything from dealing with a CMP termination of services to rent assistance. As the Center becomes known as a social service resource and as the Town offices direct individuals to it the Center feels that it needs knowledgeable staff to deal with the increasing request. Some member who have dealt with aging parents or ill family members noted that such assistance can normally be found through county resources.

The BCC director said that this had been done on a limited basis the last two years. She stated that funding the program this year was to create and test a position that would prove its merit so the program could be turned over to the Opportunity Alliance.

The committee was split in its feelings. Some felt that it would only encourage more individuals to turn to the Center making its emphasis increasing that of a social service center rather than that of a community center. Others felt that because Bridgton has the lowest income level in the county there needs to be assistance for low income individuals. This brought up the discussion of whether individuals should simply be given necessities or taught to be able to become self-sufficient. Finally the role if any of the BCC in this issue in the context of the historical purpose of most community centers was discussed

It was also noted that partial funding would restrict the program as to make it essentially worthless and certainly not a test. Any funding decision was either all or none.

The compromise recommendation was reached that provided that the program should be funded for one year on the condition that it would be turned over to Opportunity Alliance if the test proved the need. The recommended funding is in the amount of \$6,100.00. It is conditional on the BCC understanding that there will be no funding in future years.

**HELP Enrich Lives (Free Clothing)** – This program provides clothing to low income families based upon need. The community felt that the organizational management was lacking and needed to be strengthening before it could be considered for funding. The county also pointed out that only programs with reasonable administration of accountability should be funded to limit overseeing cost. The committee recommends that this program not be funded.

**Back Pack (weekend food – students)** – Children from low income families receive free school lunches. This program provides food that is placed in back packs for the kids to take home on weekends during the school year. There is no guarantee that the food will be used solely by the kids.

While no committee wanted to cause a child to be hungry the discussion again revolved around the issue of giving food to a family or teaching them to fulfill their own needs. The recommendation to provide \$5,000 to this program reflects the members desire to insure that no school child goes hungry.

**Board of Selectmen’s Meeting Minutes  
March 10, 2015; 5:00 P.M.**

**Summer Camp** – Presently a SACK summer camp for kids is run out of Stevens Brook Elementary. It cost \$100 per week per child. The program is independent of SAD 61. The enrollment is limited and the waiting list long. Recognizing a need the Town’s Receptions Director is starting a summer camp for some of the 250 or so kids that cannot afford or get into the SACK camp. The weekly camper attendance fee will be \$60.00 with a maximum enrollment of 55. The committee was reassured that the lesser fee would not impact the SACK program.

As part of the recreation budget the Town is funding the camp with both a revenue and expense line item. Break even, before scholarships, is approximately 35 campers. At a full enrollment of 55 campers the camp will be approximately \$10,000 revenue positive before scholarships. Enrollment below 35 campers will create a burden on the taxpayers. Exceeding that number will reduce the burden.

The CDBG funds requested are to provide scholarships based upon need for attending town residents. Providing scholarships stops an increased burden being placed upon taxpayers when the enrollment is below 35 or when breakeven increases because of scholarships.

All members felt strongly about this program because it was for children of our Town that would keep them active, outside, away from video games and out of trouble. They also wished to protect taxpayers from the possibility of a negative cash flow that might result from providing scholarship. As a result the committee recommends funding the camp in the amount of \$9,700.00.

**Public Infrastructure Programs**

The following is a summary of the community service applications showing the requested and recommended funding:

The following is a summary of the Town staff recommended public infrastructure programs showing the requested and recommended funding. Please note that one was added by the committee:

<u>Program</u>	<u>Requested</u>	<u>Recommended</u>
1. BCC Façade Repair	\$ 5,000.00	\$ 5,000.00
2. Main Hill Parking Lot	30,000.00	30,000.00
3. Highland Lake Beach Public Bathroom	85,000.00	85,000.00
4. BCC Public Bathroom	<u>                    </u>	<u>7,575.00</u>
Totals	<u>\$120,000.00</u>	<u>\$127,575.00</u>

**BCC Façade Repair** – The committee recognized the need to repair the façade of the BCC. The cost seemed reasonable except for the need to blend the flashing into the tar and gravel roof. The committee recommends funding the program in the amount of \$5,000.00

**Main Hill Parking Lot** – The committee recognized the need for additional parking throughout downtown. The proposed location at the base of Main Hill would serve the needs of Shorey Park, the upper end of the commercial district of Main Street and Main Hill. The members liked the public/private partnership of the lot. The Town Manager stated that the easement associated with the lot would be perpetual. Members hoped that other details would be worked out with forethought that would provide policy that would be consistent with past and future public/private arrangements. With these expressed concerns the committee recommends funding of \$30,000.00

**Highland Lake Beach Public Bathroom** – The committee was strongly in favor of a new public restroom facility at Highland Lake beach. They were told that the proposed structure was modeled on the new facility at Naples town beach. The committee did not see the plans. Some members questioned the proposed cost. Cost consideration was the proposed size. Some members felt one structure having one restroom each for men and women was sufficient. The

## **Board of Selectmen's Meeting Minutes**

### **March 10, 2015; 5:00 P.M.**

respective rooms should have a changing area and two toilet areas. Waterless toilets should be used. The facilities should be constructed in a manner to minimize maintenance and vandalism to prevent future costly repairs. Because of the probable new sewer system a tank pumped as necessary should be incorporated into the design until the facility can be connected to the sewer system. Security was an issue. While a decision for Town staff it was felt that public works should open the facility in the morning with the police locking it at night. With the hope that these thoughts become a basis for design consideration the committee recommends project funding of \$85,000.

**BCC Public Bathroom** – The beach bathroom brought before the committee the need for other public restrooms in the downtown. At the time the Town created the parking lot on Depot St it ran piping for a restroom in the BCC garage. Placing a restroom within the garage would be one financially feasible possibility. Mike Tarantino felt strongly that for security reasons this was a bad idea. He suggested making an interior restroom in the BCC public. As the BCC has 2 restrooms it was also suggest making the restroom on the rear exterior a public restroom that could be accessed from the outside. After some discussion it is recommended that this project be developed in conjunction with the BCC and funded in the amount of \$7,575.00.

Selectman McHatton asked if the Board has the option of holding a public hearing at 6:00 P.M. just prior to Annual Town Meeting which starts at 7:00 P.M. Director Krieg responded that the deadline to submit recommendations is April 1<sup>st</sup>.

Selectman Hoyt asked what happens to the funds if they are not used to which Director Krieg responded that the Board of Selectmen can move the funds to another program prior to July 1<sup>st</sup>; after July 1<sup>st</sup>, the funds would carry forward for public facilities and cannot be used for program service.

Vice-Chairman Taft asked if the "Back Pack" program is being funded through other sources to which Director Krieg reported that the requested funding is \$5,600; the total program budget is \$7,250 and would serve limited clientele (only children eligible for free and reduced meals at school).

Recreation Director Gary Colello reported that the Town will commence a summer camp program in July 2015. The camp will provide a variety of activities during business hours for children age 6 to 12. The camp will assist working families in Bridgton to provide safe, reliable and enriching summer program for their children. The CDBG funds would be used for scholarships to assist families that could not otherwise afford to send their children to day camp.

Selectman Hoyt asked if the proposed \$30,000 for the Main Hill Park Lot is the total project amount to which Director Krieg responded that \$30,000 is part of the public/private match.

Selectman Hoyt asked how the estimate of \$85,000 was obtained to which Director Krieg responded that the proposed structure was modeled after (with reduction) the new facility at the Naples town beach.

Selectman Hoyt voiced concerns regarding the proposed public bathroom at the Community Center not being ADA compliant.

Vice-Chairman Taft requested additional information regarding the navigator program.

**Motion** as made by Selectman Hoyt to continue the public hearing to March 24, 2015 at 6:00 P.M.; 2<sup>nd</sup> from Vice-Chairman Taft. 4 approve/0 oppose/1 abstention (Selectman Murphy abstained)

#### 10. Action Items Following Public Hearing

1. Possible Action on Community Development Block Grant Funding Projects for HUD Fiscal Year 2015  
*There was no action taken.*



## **Board of Selectmen's Meeting Minutes**

### **March 24, 2015; 5:00 P.M.**

**223 Police Department**—The BAC discussed at length the addition of a patrol officer, and voted 2 to 2 (half for, half against the addition of the new officer). Vanessa Jones, who voted in favor of the addition of a new officer, stated a personal bias due to the fact that her husband is employed by the police department and she felt that adding an officer would increase officer safety. She did not recuse herself from the vote, since the BAC's recommendations are only advisory in nature.

BAC discussed the cost of ammo. Earl Cash said that he knows where he could get a better price on ammo and suggested that "shopping around" would be a good idea. Bill Vincent agreed.

**251 Ambulance**—The committee recommends that the stipend for the ambulance service be reduced by \$10,000, to \$42,000. Unanimous vote.

**348 Transfer Station**—BAC voted unanimously to deny the request for an additional employee.

The committee unanimously agrees that the town should put the paving of the transfer station parking lot out for competitive bid prior to proceeding.

**353 Cemetery Maintenance and Seasonal Park Attendants**-- BAC supports these positions as requested, voted 4 to 0.

**522 Outside Agencies**—The BAC voted unanimously to reduce funding by 20% per line(based on last year's amounts or requested amount, whichever is lower). The committee discussed at length the need for a policy regarding Outside Agencies. The BAC proposes this policy: Outside Agencies will be funded at a 20% reduction per year (based on either last year's amount, or the requested amount, whichever is lower), each year over the next 5 years, down to zero.

**856 Capital Improvements**—The BAC unanimously recommends no funding for fire department items 8-9043, 8-9071, 8-9072, 8-9073, 8-9074, based on the fact that the study is not ready yet.

The BAC voted 3 to 1 to defer the paving and sidewalks on Depot Street until the funds can come out of TIF or CDBG monies.

**950 Economic Development Director**—The committee recommends the removal of the \$60,000 from line item 3-2027 designated for a study of the downtown area."

Chairman King thanked the committee for their hard work and commitment. Town Manager Peabody also thanked the Committee for their dedication in asking fair questions and appreciated the respect shown to department heads.

#### 8. MSAD #61

*There were no other issues involving MSAD #61.*

#### 9. Hearings

##### a. Public Hearings/Informational Hearings

##### 1. Community Development Block Grant Funding Projects for HUD Fiscal

Chairman King re-opened the public hearing to discuss the Community Development Block Grant Funding Projects for HUD Fiscal Year 2015 (continued from 03.10.2015) at 6:00 P.M. Director Krieg reported that an architect reviewed the Highland Lake Beach bathroom facility specifications and indicated that \$85,000 may be a little low.

Selectman Murphy asked how Director Krieg arrived at the project cost of \$85,000 to which Director Krieg responded that she used the specifications from the Naples facility (which was \$100,000) and reduced the project cost to adjust for a smaller facility. Selectman Murphy asked if the entire project would be funded through CDBG to which Director Krieg responded, "yes."

## Board of Selectmen's Meeting Minutes March 24, 2015; 5:00 P.M.

Selectman Hoyt voiced concerns with approving a project and the funding with no specifications in front of him; he asked what would happen if the cost was higher than anticipated. Town Manager Peabody replied that the project would be designed to meet the available funding.

Mark Lopez suggested that a contractor be consulted to receive a more accurate project estimate. Glenn Zaidman agreed and added that a contractor in the area has already indicated to him that the project could be completed for much less.

Town Manager Peabody stated that it's important to build the facility. Selectman Murphy agreed.

Glenn Zaidman recommended that the Board establish and appoint a building steering committee. Chairman King directed this issue to the next agenda for full Board discussion.

Selectman Hoyt asked for the status of the public bathroom facility at the Community Center. Discussion ensued involving the proposed facility including disability requirements, public security concerns and the ability to renovate the building. Bill Vincent offered to ask a friend, that is also a plumber, to review the project.

Director Krieg noted that the County Commissioners are meeting on April 13, 2015 to review the recommendations for use of the funds from Bridgton.

Chuck Renneker noted that there is not a lot of time to prepare detailed information. Town Manager Peabody responded that he is planning to recommend that the Board establish a "Standing Capital Improvement Committee" to review, plan and organize.

The Board opted to continue the public hearing to April 7, 2015 at 5:00 P.M. for further discussion. Director Krieg will invite a representative from the Community Center to attend to respond to questions regarding the Navigator Program and also a representative from the Stevens Brook Elementary School to respond to questions regarding the Backpack Program. **Motion** was made by Selectman Hoyt to continue the public hearing to April 7, 2015 at 5:00 P.M.; 2<sup>nd</sup> from Selectman Murphy. 3 approve/0 oppose

2. To Accept Written and Oral Comments on an Application from Vivo Country Italian Restaurant & Bar (18A Depot Street) for a New Liquor License

Chairman King opened the Public Hearing to accept written and oral comments on an application from Vivo Country Italian Restaurant & Bar (18A Depot Street) at 6:35 P.M. There were no public comments. The Public Hearing was closed at 6:36 P.M.

### 10. Action Items Following Public Hearing

1. Possible Action on Community Development Block Grant Funding Projects for HUD Fiscal Year 2015

**Motion** was made by Selectman Murphy to table this item to April 7, 2015; 2<sup>nd</sup> from Selectman Hoyt.

3 approve/0 oppose

2. New Liquor License to Vivo Country Italian Restaurant & Bar

**Motion** was made by Selectman Murphy for approval of the new liquor license to Vivo Country Italian Restaurant & Bar; 2<sup>nd</sup> from Selectman Hoyt. 3 approve/0 oppose

### 11. Public Comments and Presentations

- Mike Tarantino suggested that the Board establish a knowledgeable committee to conduct a full review of options for the Town Hall and provide their recommendation to the Board.

## Board of Selectmen's Meeting Minutes

March 7, 2015; 3:00 P.M.

April

Chairman King moved agenda item 9. Forward in the meeting

### 9. Professional Services Agreement with Tideview Group: Interim Police Chief

Town Manager Peabody presented Mr. Mike Pardue of Tideview Group, and then Town Manager Peabody explained that after consulting with three different companies he was recommending the Town go with Tideview Group to provide interim police chief services. Town Manager Peabody stated that the company would be used from April 11 until the position is filled and explained and gave the background of Mr. Jerry Hinton who will be representing the group in the position. Mr. Pardue reiterated Mr. Hinton's background. Citizens asked what type of position Mr. Hinton would be fulfilling, costs for utilizing the company and coverage when Mr. Hinton was not in Bridgton. Mr. Peabody and Mr. Pardue answered those questions.

**Motion** was made by Vice Chairman Taft to approve the contract and authorize the Town Manager to sign the approved contract; 2<sup>nd</sup> by Selectman Murphy. 5 approve/0 oppose

### 5. Hearings

#### a. Public Hearings/Informational Hearings

1. Community Development Block Grant Funding Projects for HUD Fiscal Year 2015 (continued from 03.24.2015)

Chairman King opened the public hearing at 5:13 P.M.

Economic and Development Director, Anne Krieg reviewed the review process and the recommendations of the committee. Ms. Krieg stated that the committee recommended the following for public services funding:

Community Center Façade Repairs for \$5,000.00

Public Parking Lot on Main Hill for \$30,000.00

Highland Lake Beach Bathroom for \$85,000.00

Selectman Murphy mentioned funding for the Community Center's bathroom's renovations for a public bathroom.

The Board of Selectmen and the public asked several questions including the cost for the total project of the public parking, the number of parking spots created, the cost of the bathroom construction, the issue of the Bacon-Davis wage scale, whether if projects come in under the costs what happens to the remaining funds and several other questions.

Ms. Krieg then reviewed the following programs that the committee recommended funding:

Bridgton Fuel Collaborative for \$5,000.00

Community Kettle Dinners for \$2,000.00

Navigator Program for \$6,100.00

Backpack Program for \$2,000.00

Bridgton Summer Camp for \$9,700.00

Ms. Krieg and the Board of Selectmen reviewed each program and asked several questions of Loretta Ferraro of the Navigator Program.

Chairman King closed the public hearing at 6:15 P.M.

### 6. Action Items Following Public Hearing

#### a. Possible Action on Community Development Block Grant Funding Projects for HUD Fiscal Year 2015

**Motion** was made by Selectman Hoyt; 2<sup>nd</sup> by Selectman McHatton to fund the Bridgton Fuel Collaborative for \$5,000.00. 5 approve/0 oppose

**Motion** was made by Selectman Hoyt; 2<sup>nd</sup> by Selectman McHatton to fund the Community Kettle Dinners for \$2,000.00. 5 approve/0 oppose

## Board of Selectmen's Meeting Minutes

March 7, 2015; 3:00 P.M.

April

Motion was made by Selectman Hoyt; 2<sup>nd</sup> by Vice Chairman Taft to fund the Bridgton Summer Camp for \$9,700.00. 5 approve/0 oppose

Motion was made by Selectman Hoyt; 2<sup>nd</sup> by Selectman McHatton to fund the Navigator Program for \$6,100.00. 3 approve/2 oppose (Vice Chairman Taft and Chairman King opposed)

Motion was made by Selectman Hoyt; 2<sup>nd</sup> by Selectman McHatton to fund the Backpack Program for \$5,000.00. 3 approve/2 oppose (Vice Chairman Taft and Chairman King opposed)

Motion was made by Selectman Hoyt; 2<sup>nd</sup> by Selectman McHatton to fund the Bridgton Community Center Façade Repairs for \$5,000.00. 5 approve/0 oppose

Motion was made by Selectman Hoyt; 2<sup>nd</sup> by Vice Chairman Taft to not fund the Community Centers bathroom renovations. 3 approve/2 oppose (Selectman McHatton and Selectman Murphy opposed)

Motion was made by Selectman Hoyt; 2<sup>nd</sup> by Selectman Murphy to fund the Highland Beach Bathroom for upto \$68,000.00. 5 approve/0 oppose

Motion was made by Selectman McHatton; 2<sup>nd</sup> by Vice Chairman Taft to fund the Public Parking Lot for \$30,000.00. 5 approve/0 oppose

Motion was made by Selectman Hoyt; 2<sup>nd</sup> by Selectman Murphy to fund the Depot Street Paving for \$24,575.00. 5 approve/0 oppose

### 7. Town Hall Ad Hoc Committee

Motion was made by Selectman McHatton to not create the ad hoc committee; 2<sup>nd</sup> by Vice Chairman Taft. 5 approve/0 oppose

### 8. Scope of Work for Analysis of Town Hall Building

Ms. Krieg reported that Casco Bay Engineers submitted an estimate to do an analysis for the interior of the Town Hall. The Board of Selectmen reviewed the proposal. Ms. Krieg and the Board of Selectmen then asked several questions and listened to several comments from the public in reference to the Town Hall.

Motion was made by Selectman Hoyt to hire Casco Bay Engineering for not more than \$16,000.00 adding the construction specification costs to the proposal. Ms. Krieg stated the \$5,000.00 may not be enough for adding the construction specification costs. There was no 2<sup>nd</sup>, motion fails.

Motion was made by Selectman Hoyt to hire Casco Bay Engineering for \$11,000.00 for the Scope of Work for Analysis; 2<sup>nd</sup> by Selectman McHatton. 5 approve/0 oppose

- Mark Lopez informed the Board of Selectmen that he presented a citizens petition to the Town Clerk reading "To the Selectman of the Town of Bridgton we the undersigned being registered voters of the Town of Bridgton request that the Municipal Officers place the following article before the voters for their consideration at secret ballot election "The Board of Selectmen shall not spend funds from any source except for funds that maybe received from as a result of an insurance claim to make repairs to the Town Hall Building until such time as the Board of Selectmen can determine the total cost of making both the interior and exterior repairs to the building and said costs are approved by the voters at secret ballot election.""

Motion was made by Selectman McHatton to start the bid process for Phase One of the approved stabilization and replace the furnace and duct work if necessary; 2<sup>nd</sup> from Selectman Murphy. 5 approve/0 oppose

# **SOUTH PORTLAND ACTION PLAN**

**IN COUNCIL REGULAR MEETING VOL. 76 PAGE 96  
MARCH 16, 2015**

17. ORDER #104-14/15- Authorizing the City Manager to submit the FY 2015/2016 Community Development Block Grant Annual Action Plan to the Cumberland County Community Development Program. Passage requires majority vote.

There was no public discussion.

Councilor Fox moved for passage. Councilor Smith seconded. The order passed 6-0 (Linscott absent).

18. ORDER #105-14/15 – Award of Bid #17-15 to Shaw Brothers, of Gorham, ME, for the Thornton Heights Sewer Separation Phase 2 Project. Passage requires majority vote.

The following person addressed this item;

Russ Lunt, Brigham Street

Councilor Blake moved for passage. Councilor Beecher seconded. The order passed 6-0 (Linscott absent).

19. ORDINANCE #11-14/15 – Amending Chapter 14, “Licenses, Permits and Business Regulations Generally” Regarding Inter-Departmental Reviews and Suspension/Revocation Standards. First reading. Passage requires majority vote.

Councilor Morgan moved to have the ordinance read by title only. Councilor Beecher seconded. The motion passed 6-0 (Linscott absent). There was no public discussion.

Councilor Morgan moved for passage of first read of Ordinance #11-14/15. Councilor Blake seconded. The ordinance passed first reading 6-0 (Linscott absent).

20. ORDER #106-14/15– Setting April 1, 2015 as the date for Public Hearing in City Council Chambers for the Proposed FY 2016 Municipal Budget. Passage requires majority vote.

There was no public discussion.

Councilor Smith moved for passage. Councilor Beecher seconded. The order passed 6-0 (Linscott absent).

**I. Citizen Discussion (Second Part)**

Patricia Whyte, Orchard Street

**J. Councilor’s Round Robin**

Councilor Beecher thanked the Water Resource Department for dealing with a water buildup on Highland Ave.

**CITY OF SOUTH PORTLAND**  
**COMMUNITY DEVELOPMENT**  
**ANNUAL ACTION PLAN**  
**JULY 1, 2015 – JUNE 30, 2016**

**BACKGROUND**

The City of South Portland receives Community Development Block Grant (CDBG) funds from the U.S. Department of Housing & Urban Development via a set-aside from Cumberland County. This partnership with Cumberland County, which is entering its 9<sup>th</sup> year, continues to be successful for both parties. South Portland receives from Cumberland County approximately 23% of the value of the total allocation that the City of Portland receives, making the 2015-16 South Portland allocation \$411,945. The City also has \$22,809 in undesignated CDBG funds left over from the prior year, making **the total available CDBG funding for 2015-16 is \$434,754.**

Funded projects must meet a national objective of benefitting low-moderate income persons or neighborhoods, eliminating slum/blight in the community, or addressing an urgent need such as a natural disaster. Eligible project activities include public facilities, infrastructure, housing rehabilitation, economic development, public services, planning, and administration. Public service activities are capped at 15% of the annual allocation amount and planning/administration activities are together capped at 20% of the annual allocation amount.

**PROJECT SELECTION**

In order to identify projects, the Community Development department conducts a competitive grant application process for program funds. City of South Portland departments as well as external agencies apply through this process. Their applications are then reviewed by the Community Development Advisory Committee (CDAC), a group of 7 South Portland residents, which then makes funding recommendations to the City Council for approval. This year's schedule was:

- On November 26, 2014, the City of South Portland released the applications for FY 2015-16 funding. All applications were due to the Community Development office by January 9, 2015.
- On January 29, 2015, the CDAC held an initial review meeting.
- On February 12, 2015, the CDAC held a public hearing for all potential applicants to present their proposals and answer questions.

- On February 24, 2015, the CDAC discussed applications and developed funding recommendations.
- On March 16, 2015, the South Portland City Council will conduct a public hearing on the proposed FY 2015-16 budget, and authorize the CDBG Program Coordinator to submit the FY 2015-16 Annual Action Plan to the Cumberland County Commissioners for their review and approval, and eventual submittal to HUD in May 2015.
- All meetings were open to the public.

## **PROGRAM PRIORITIES**

### Public Infrastructure/Facilities

The FY 2015-16 CDBG Program primarily focused on public infrastructure and facilities improvements in low-income target areas of the City. This year, those areas include Redbank, Brickhill, and Ferry Village.

Priorities for these projects, as identified in the 2012 South Portland Community Needs Assessment and the 2012-2016 Consolidated Plan are:

- Sidewalk rehabilitation
- Streetscape improvements
- Playgrounds and recreational open space
- Acquisition of water access
- Transportation enhancements

### Housing

Additionally, as in past years, staff recommended setting aside some funding for emergency housing rehabilitation needs that arise in the City. Typically 2-3 households are able to benefit from this funding every year for needs such as heating system replacements or emergency roof repair.

The priority housing needs identified in the planning process for the 2012-2016 Consolidated Plan are:

- Housing rehabilitation
- Housing weatherization and energy efficiency
- Heating system replacements
- Emergency repairs
- Infrastructure to support affordable housing



### Public Services

The CDBG Program also continued to see competition for the small amount of public service funds available. All applicants this year were previous grantees that have received funds in the past. Not all programs were recommended for full funding in order to accommodate them all.

Identified priorities for public service funding are:

#### *High Priority:*

- Promotion of senior outreach and increased senior services
- Increased transportation services
- Affordable childcare
- Affordable inoculation/dental/eyewear services
- Domestic violence prevention programs and services for battered/abused spouses
- Subsidized City/non-profit recreation programming for after-school and summer

#### *Medium Priority:*

- Support services that provide independent living/literacy/financial capability and security
- Transition homes and shelters
- Increased services to the handicapped

### Planning/Admin

No planning projects applied for funding this year. Staff recommended funding for program administration at a level similar to prior years.

### Economic Development

There were no economic development applicants for 2015-16. Priorities for such projects have been identified as:

#### *High Priority:*

- Loans/deferred loans/grants to small businesses retaining or creating new jobs
- Youth training programs
- Support of employment training and technical assistance

#### *Medium Priority:*

- Assist businesses to expand or relocate to South Portland
- Building façade improvements
- Assist business expansion within the City
- Infrastructure development

## **BENEFITS TO LOW AND MODERATE INCOME (LMI) RESIDENTS**

All of the projects selected for funding this fiscal year will target and benefit LMI households, clients, or neighborhoods. Public infrastructure projects for FY 2015-16 are located in target areas, which are areas that are at least 46.53% LMI. Public service projects will serve at least 51% LMI individuals or households, and some service what HUD calls “presumed benefit” groups, such as the elderly and battered spouses.

## **MONITORING & TIMELINESS**

The Community Development Coordinator will be responsible for monitoring the on-going progress made by CDBG activities towards accomplishing program goals, expending funds, and complying with federal regulations. Infrastructure and facility projects are particularly monitored for compliance with regulations concerning environmental review, procurement, and wages. Public service activities track and submit regular beneficiary reports and are expected to expend funds in a timely manner, as defined and measured by HUD.

The Consolidated Annual Performance and Evaluation Report (CAPER) will be used to evaluate the program’s annual progress. Each year, the CAPER will compare the specific accomplishments of each project to the accomplishments initially proposed. In addition, the City will work with the County CDBG program to ensure successful program implementation and compliance with all federal regulations.

Applicant	Project Name	Prev. Year's Funding (2014-15)	2015-16 Funding Request	CDAC Recomm.	% of Request
<b>Public Facilities/Infrastructure</b>					
SoPo - Parks & Rec	Redbank Park Phase II		\$ 60,000	\$60,000	
South Portland	Redbank/Brickhill Neighborhood Improvements		\$ 46,740	\$46,740	
SoPo - Parks & Rec	Redbank Community Center Engineering		\$ 90,000	\$90,000	
SoPo - Parks & Rec	Ferry Village Waterfront Access		\$ 25,000	\$25,000	
Community Garden Collective	Redbank Community Garden		\$ 19,800	\$19,800	
South Portland Land Trust	Clark Pond Trail Upgrade		\$ 3,891	\$3,891	
South Portland	Target Area Sidewalks		\$ 47,532	\$47,532	
<b>Public Facilities/Infrastructure: Sub-Total:</b>			<b>\$ 292,963</b>	<b>\$ 292,963</b>	

**Public Services (15% cap)**

Family Crisis Services	Enhanced Police Intervention Collaborative (EPIC)	\$ 5,000	\$ 5,000	\$ 5,000	100%
Opportunity Alliance)	Redbank Hub Personnel	\$ 15,000	\$ 15,000	\$ 15,000	100%
SoPo - General Assistance	Fuel Assistance	\$ 10,500	\$ 15,000	\$ 10,500	70%
SoPo - Parks&Rec	Recreation Scholarships	\$ 6,000	\$ 10,000	\$ 7,000	70%
Skillin School PTA	Backpack food distribution program	\$ 5,037	-	-	-
SoPo - Transportation & Waterfront	Free Bus Pass Program	\$ 3,600	\$ 8,000	\$ 4,292	54%
Southern Maine Agency on Aging	Meals on Wheels	\$ 7,500	\$ 15,000	\$ 10,000	67%
South Portland Food Cupboard	Food Pantry Operating Costs	\$ 10,000	\$ 15,000	\$ 10,000	67%
<b>Public Services: Sub-Total:</b>		<b>\$ 62,637</b>	<b>\$ 83,000</b>	<b>\$ 61,792</b>	<b>74%</b>

**Housing**

		Staff Rec.	
Opportunity Alliance	Emergency Housing Rehabilitation	\$ 20,000	\$ 15,000
			\$ 15,000

**Admin./Planning (20% cap)**

		Staff Rec.	
Admin		\$ 65,000	\$ 65,000
			\$ 65,000

<b>TOTAL REQUESTED:</b>			<b>\$ 455,963</b>	<b>\$ 434,755</b>	<b>95%</b>
<i>Total 2015 Allocation:</i>	<i>\$411,945</i>				
<i>Current Unallocated:</i>	<i>\$22,810</i>				
<b>TOTAL BUDGET:</b>	<b>\$434,755</b>				

## DESCRIPTION OF PROJECTS

### PUBLIC INFRASTRUCTURE/IMPROVEMENTS

#### **Clarks Pond Trail Upgrades**

Improvements to 2 water crossings along the Clarks Pond Trail, including replacing a rotting bridge and building new stone steps.

Application Request:       \$3,891  
CDAC Recommendation:   \$3,891

#### **Ferry Village Waterfront Access**

Replacement of steps down to the waterfront from 215 High Street that serve as public waterfront access for Ferry Village. Unless repairs are made, the easement for this access is in jeopardy. Plans call for the new stairs to be aluminum and have the ability to fold up.

Application Request:       \$25,000  
CDAC Recommendation:   \$25,000

#### **Redbank/Brickhill Neighborhood Improvements**

This project will make streetscape and pedestrian improvements in the Redbank/Brickhill area, including installation of speed tables, better sidewalks, crosswalks, curbing, and landscaping along the Westbrook Street corridor, and a new bus shelter at Brickkill.

Application Request:       \$46,740  
CDAC Recommendation:   \$46,740

#### **Redbank Community Center Engineering**

The success of the Redbank Community Center and its programming have introduced a need for more multipurpose space to serve the neighborhood and the West End of the city. This project would initiate design and engineering of an addition onto the Redbank Community Center facility.

Application Request:       \$90,000  
CDAC Recommendation:   \$90,000

#### **Redbank Community Garden**

The Community Garden Collective, which operates the Hamlin School garden, is proposing constructing a new community garden at the Redbank Community Center. The fenced garden would contain 40 raised beds, an irrigation system, garden shed, and gathering area.

Application Request:       \$19,800  
CDAC Recommendation:   \$19,800

## **Redbank Park Phase II**

This project will be the final phase of improvements at the park adjacent to the Redbank Community Center that have been underway since 2012. Phase I included installation of a pavilion, tree planting, basketball court installation, picnic tables, and signage. Phase II will include site preparation for a community garden and installation of multipurpose recreational fields for the neighborhood.

Application Request:       \$60,000  
CDAC Recommendation:     \$60,000

## **Target Area Sidewalks/Streetscapes**

This project will consist of streetscape improvements and sidewalk rehabilitation or reconstruction in the City's low-income target areas such as Redbank, Knightville, Ferry Village, and Pleasantdale.

Staff Recommendation:     \$47,532  
CDAC Recommendation:     \$47,532

## **HOUSING**

### **South Portland Emergency Housing Rehabilitation**

This program will offer heating system repair/replacement and single-family home rehabilitation to low-income households. This program is designed to assist 1 to 2 households in 2015-16.

Staff Recommendation:     \$15,000  
CDAC Recommendation:     \$15,000

## **PUBLIC SERVICES**

The Public Service program provides funding to local public service activities that directly benefit citizens of South Portland. Eligible costs include operating expenses, staffing costs, equipment/supplies, and program materials. HUD caps public service programs to 15% of the County's entitlement funding. The City of South Portland shares this cap with the other communities in the Cumberland County program. South Portland's 2015-16 public service cap is \$61,792.

### **Bus Passes**

The South Portland Bus Service requested \$8,000 to provide free 10-ride bus passes to help low income residents needing transportation to work, medical appointments, school and shopping. Over 300 10-ride tickets are expected to be distributed to low- and moderate-income residents through this program in FY 2015-16.

Application Request:           \$ 8,000  
CDAC Recommendation:       \$ 4,292

### **EPIC – Domestic Violence Support Services**

Since October of 2009, Family Crisis Services (FCS) has been involved in a collaborative effort known as the Enhanced Police Intervention Collaboration (EPIC) with local police departments in South Portland, Portland, and Westbrook. As part of the EPIC program, FCS staffers accompany police on follow-up calls to victims of domestic abuse and help victims secure advocacy services and emergency shelter. FCS intends to serve 120-150 South Portland residents in 2015-16. Advocacy anticipated for individuals includes home visits, crisis hotline and sheltering cases, and assistance with court protection orders.

Application Request:           \$ 5,000  
CDAC Recommendation:       \$ 5,000

### **Fuel/Heating Assistance**

The City of South Portland’s heating assistance program has been administered since 2006. The program is considered an emergency relief program providing a resource to low-income residents in need of heating assistance. The FY 2015-16 funding is expected to assist 50-60 households.

Application Request:           \$ 15,000  
CDAC Recommendation:       \$ 10,500

### **Meals on Wheels**

The Southern Maine Agency on Aging is requesting funding for the Meals on Wheels program, which would provide approximately 150 homebound elderly residents of South Portland, with approximately 12,570 home-delivered meals.

Application Request:           \$ 15,000  
CDAC Recommendation:       \$ 10,000

### **Recreation Scholarships**

This program provides funding for South Portland youth who want to participate in a summer recreation camp but do not have the financial means to do so. This funding would subsidize between 15-30 full and partial scholarships.

Application Request:         \$ 10,000  
CDAC Recommendation:     \$ 7,000

### **Redbank Neighborhood Resource Hub – Hub Personnel**

This request provides partial funding for the staffing of the Resource Hub in the Redbank Neighborhood. Over 80% of households in the Redbank neighborhood are low-moderate income. The Hub works to promote neighborhood and community connections and governance with the ultimate goal of reducing the number of vulnerable families and child abuse cases. Community engagement opportunities created by the Hub include a Summer Breakfast Program, Neighborhood Connection Night, a neighborhood farmer’s market, a weekly Bread Bank, English classes, after school activities, and resources and referrals to services.

Application Request:         \$ 15,000  
CDAC Recommendation:     \$ 15,000

### **South Portland Food Cupboard**

The South Portland Food Cupboard has been providing nutritious food to needy families for over 18 years and continues to serve over 600 people each month. Until 2 years ago the Food Cupboard operated rent-free out of the St. John the Evangelist Church. After moving into new space at 130 Thadeus Street that provided greater storage and operational capacity, the Food Cupboard faced high operating and leasing costs of \$2,000/month. This grant would help offset those costs.

Application Request:         \$ 15,000  
CDAC Recommendation:     \$ 10,000

### **ADMINISTRATION & PLANNING (Limited to 20% Cap):**

#### **PROGRAM ADMINISTRATION**

The administration of the CDBG Program includes expenses for staff time, telephone, utilities, supplies, travel, advertising, and technology. At the end of the fiscal year, excess funds that are

not expended on administration costs are reallocated to other eligible projects. The 2015-16 unused cap space for administration and planning has been allocated to other projects.

20% Capped Amount Available:	\$ 82,389
Staff Recommendation:	\$ 65,000
CDAC Recommendation:	\$ 65,000

#### PLANNING GRANTS

There are no proposed planning projects or grant requests pending for FY 2015-16.



## **2015 FUNDED ACTIVITIES**

**Cumberland County Community Development - 2015**

**Projects, Programs & Activity Funding**

**“Cumberland County CDBG”**

<b>CDBG funds awarded:</b>	<b>\$708,940</b>
2015 Program Funds	\$677,081
Re-allocated Funds	\$ 31,859

**Regional vs. community projects:**

Regional projects:	\$ 237,270
Community projects:	\$ 471,670

**Funding by project type:**

Social Service	\$ 122,421
Public Facilities	\$ 145,849
Public Infrastructure	\$ 119,000
Housing Rehabilitation	\$ 299,670
Planning	\$ 22,000

<b>County Administration</b>	<b>\$ 142,000</b>
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**Project & Funding Recommendations**

**CDBG General Program Grants**

**Public Service**

<u>Freeport (Lead) – METRO Bus Passes</u>	Request - \$ 4,080
	<b>Award - \$ 4,080</b>

Subsidized bus passes for the newly expanded Portland METRO bus service in Freeport and Yarmouth, for low-income and elderly residents.

<u>Harpswell – School Backpack Food Distribution Program</u>	Request - \$ 6,000
	<b>Award - \$ 6,000</b>

30 students in the Harpswell Community School whose families are food-insecure will receive a backpack of non-perishable food to bring home on weekends and school breaks.

<u>Opportunity Alliance – Homelessness Prevention</u>	Request - \$37,600
	<b>Award - \$37,600</b>

Case management and one-time financial assistance to support clients who are at-risk of homelessness or are experiencing homelessness.

Domestic Violence Prevention: Standish (Lead Community) Request - \$32,741  
**Award - \$32,741**

Family Crisis Services proposes enhancing domestic violence prevention outreach efforts in four rural communities: Windham, Standish, Casco, and Raymond. Services would include assistance filing protective orders, safety planning, court and individual advocacy, support groups, public awareness events, and referrals to service providers.

Westbrook – Community Policing Coordinator Request - \$42,000  
**Award - \$42,000**

The City will hire a civilian community policing coordinator dedicated to the Brown Street neighborhood. The coordinator will be a neighborhood oriented resource and liaison to the police department.

### **Housing**

Freeport – Home Insulation/Weatherization Program Request - \$112,000  
**Award - \$100,000**

Basement and attic insulation for 20 low-income households in Freeport.

Opportunity Alliance – Heating Improvement Program Request - \$200,000  
**Award - \$199,670**

Since 2007, Cumberland County Community Development has provided funds to Opportunity Alliance (formerly PROP) to operate a housing rehabilitation program. This year's application would direct funds primarily to the repair and replacement of malfunctioning heating systems and secondarily to address serious safety and code violations. It is anticipated that 25 households will be assisted. County-sponsored application.

### **Public Facilities**

Harpswell – Community Hall Renovations Request - \$60,000  
**Award - \$60,000**

Rehabilitation of the historic Bailey Island Library Hall, including repair/replacement of windows and doors, a new water heater and furnace, outdoor lighting, walkway repairs, upgrading ADA accessibility, painting the exterior, and repairing the roof and chimney.

Pownal – Mallett Hall Accessible Ramp Construction Request - \$32,025  
**Award - \$ 5,849**

The Town will reconstruct its handicap access ramp to the Town Office and community hall.

Westbrook – City Hall Accessibility Upgrades

Request - \$80,000  
**Award - \$80,000**

Reconfiguration of the Westbrook City Hall to allow for handicap accessibility, including ADA-compliant public bathrooms, and installation of an elevator to second-floor public meeting rooms.

**Public Infrastructure**

Scarborough – Sewer Line Extension

Request - \$119,000  
**Award - \$119,000**

Construction of public sewer infrastructure to facilitate a 13 lot Habitat for Humanity affordable housing development on Town-owned land at 75 Broadturn Road in Dunstan Corner neighborhood.

**Planning**

New Gloucester – Study for Public Works Facility

Request - \$ 20,000  
**Award – \$16,000**

This study would assess potential locations for a new Public Works facility to replace the current deficient and outdated facility that is located in a revitalization area.

Yarmouth (Lead) – Senior Services Planning

Request - \$7,300  
**Award - \$6,000**

This project would evaluate Aging in Place models of senior living for communities with large senior populations. Activities would include establishing committees, evaluating community needs, developing programs, and holding a town forum.

**Bridgton & South Portland Programs**

The program and activities conducted in the two set-aside communities of Bridgton and South Portland are integral components of the Cumberland County Community Development program. While not participants in the County application competition, their projects, activities, funds, planning, administration and regulatory compliance are integral components of the County's program.

**Town of Bridgton:**

2015 Set-Aside Allocation	\$185,375
Reprogrammed Funds	<u>\$ 375</u>
<b>Total Funds</b>	<b>\$185,750</b>

Program Administration \$ 30,000

The funds pay salaries, benefits and other administrative expenses for Community Development staff.

Public Facilities \$127,950

Community Center Façade \$ 5,000  
Highland Beach Bathrooms \$ 68,000  
Main Hill Parking Lot \$ 30,000  
Depot Street \$ 24,950

Public Services \$ 27,800

Emergency Fuel Assistance \$5,000  
Community Kettle Dinners Program \$2,000  
Community Center Navigator Program \$6,100  
Youth Recreation Scholarships \$9,700  
School Backpack Food Program \$5,000

**City of South Portland:**

2015 Set-Aside Allocation \$411,945  
Reprogrammed Funds \$ 22,809  
**Total Funds \$434,754**

The City of South Portland continues to operate their CDBG program much as they did prior to relinquishing HUD Entitlement status in 2007. Coordination between South Portland and the County, particularly on administrative matters occurs on a regular and on-going basis. Maeve Pistrang serves as the Community Development Assistant in both Cumberland County and South Portland. South Portland finalized its selection of CDBG funded programs, projects and activities at a City Council meeting on March 16, 2015.

Housing \$ 15,000

South Portland anticipates completing between 2 and 3 housing rehabilitation activities in the coming year.

Public Facilities/Infrastructure \$325,431

South Portland will provide funds for 7 activities: Redbank/Brickhill Neighborhood Improvements, Target Area Streetscapes, Clark Pond Trail Upgrades, Ferry Village Waterfront Access, Redbank Community Center Engineering, Redbank Park Phase II, and Redbank Community Garden.

Public Services \$ 61,792

Funds will be provided to 7 programs: Family Crisis Services; Bus Passes; Emergency Heating Assistance; Recreation Scholarships; Redbank Resource Hub Personnel; Meals-on-Wheels; and the South Portland Food Cupboard.

Program Administration

\$ 65,000

The funds pay salaries, benefits and basic office supplies, phone and technology required for the activities of South Portland's Community Development Office.

**HOME Program Consortium**

All the communities of Cumberland County including Portland, Brunswick and the 25 members of our Community Development program have formed the City of Portland/Cumberland County HOME Consortium. Portland serves as the lead entity for the Consortium. All administrative and program delivery services are conducted by the City

The non-Portland members of the Consortium will receive an allocation of funds of \$347,236 plus \$10,000 collected in program income for a total of \$347,236. Unlike CDBG, HOME funds can only be used for four housing activities, housing rehabilitation, home ownership assistance, tenant based rental assistance and new construction of rental or ownership housing.

<u>Proposed allocations</u>	<u>%</u>	<u>\$</u>
Housing rehabilitation	66%	\$235,000
Affordable housing development	18%	\$ 64,363
Required CHDO set-aside	16%	\$ 57,873

The CHDO (Community Housing Development Organization) set-aside is a special requirement of the program. Funds must be distributed to specialized non-profit organizations to develop or rehabilitate rental or ownership housing. In 2014 the HOME Consortium provided \$174,000 to Avesta Housing to complete renovations at the 73-unit Steeple Square family apartments in Westbrook.

## Federal Fiscal Year 2015 Annual Action Plan Financial Summary

All Grantees	Activities	2015	Re-Program	Total
<b>Public Infrastructure</b>		<b>\$198,179</b>	<b>\$40,044</b>	<b>\$238,223</b>
Bridgton	Deport Street Streetscape - completion	\$24,575	\$375	\$24,950
Scarborough	Sewer Line Extension	\$87,141	\$31,859	\$119,000
South Portland	Redbank/Brickhill Neighborhood Improvements	\$46,740	0.00	\$46,740
South Portland	Target Area Streetscape Improvements	\$39,723	\$7,810	\$47,533
<b>Public Facilities</b>		<b>\$447,540</b>	<b>\$0.00</b>	<b>\$447,540</b>
Bridgton	Community Center Façade	\$5,000	0.00	\$5,000
Bridgton	Highland Lake Beach Bathroom Facility	\$68,000	0.00	\$68,000
Bridgton	Main Hill Parking Lot	\$30,000	0.00	\$30,000
Harpswell	Community Hall Renovations	\$60,000	0.00	\$60,000
Pownal	Town Office Handicap Access	\$5,849	0.00	\$5,849
South Portland	Clark Pond Trail Upgrade	\$3,891	0.00	\$3,891
South Portland	Ferry Village Waterfront Access	\$25,000	0.00	\$25,000
South Portland	Redbank Community Center Engineering	\$90,000	0.00	\$90,000
South Portland	Redbank Community Garden	\$19,800	0.00	\$19,800
South Portland	Redbank Park Phase II	\$60,000	0.00	\$60,000
Westbrook	City Hall Handicap Access	\$80,000	0.00	\$80,000
<b>Housing</b>		<b>\$299,670</b>	<b>\$15,000</b>	<b>\$314,670</b>
Opp. Alliance, County	Housing Rehabilitation	\$199,670	0.00	\$199,670
Freeport	Energy Audit/Weatherization Program	\$100,000	0.00	\$100,000
South Portland	Housing Rehabilitation	0.00	\$15,000	\$15,000
<b>Public Service</b>		<b>\$212,012</b>	<b>\$0</b>	<b>\$212,012</b>
Bridgton	Emergency Heating Fuel Assistance	\$5,000	0.00	\$5,000
Bridgton	Community Center Kettle Dinners	\$2,000	0.00	\$2,000
Bridgton	Youth Summer Camp Scholarships	\$9,700	0.00	\$9,700
Bridgton	School Backpack Food Distribution	\$5,000	0.00	\$5,000
Bridgton	Community Center Navigator Program	\$6,100	0.00	\$6,100
Freeport (Lead)	METRO Bus Pass Program	\$4,080	0.00	\$4,080
Harpswell	School Backpack Food Distribution	\$6,000	0.00	\$6,000
Opp. Alliance, County	Homelessness Prevention Services	\$37,600	0.00	\$37,600
South Portland	Food Cupboard - Pantry Operations	\$10,000	0.00	\$10,000
South Portland	Recreation Scholarships	\$7,000	0.00	\$7,000
South Portland	Domestic Violence Services	\$5,000	0.00	\$5,000
South Portland	Emergency Heating Fuel Assistance	\$10,500	0.00	\$10,500
South Portland	Meals-on-Wheels	\$10,000	0.00	\$10,000
South Portland	Redbank Hub Staffing	\$15,000	0.00	\$15,000
South Portland	Bus Passes	\$4,292	0.00	\$4,292
Standish (Lead)	Domestic Violence, Rural Outreach	\$32,740	0.00	\$32,740
Westbrook	Community Policing Coordinator	\$42,000	0.00	\$42,000
<b>Planning</b>		<b>\$22,000</b>	<b>\$0.00</b>	<b>\$22,000</b>
New Gloucester	Public Works Facility Study	\$16,000	0.00	\$16,000
Yarmouth (Lead)	Senior Services Planning	\$6,000	0.00	\$6,000
<b>Program Administration</b>		<b>\$237,000</b>	<b>\$0.00</b>	<b>\$237,000</b>
Bridgton	Administration	\$30,000	0.00	\$30,000
South Portland	Administration	\$65,000	0.00	\$65,000
County	Administration	\$142,000	0.00	\$142,000
<b>All Total</b>		<b>\$1,416,401</b>	<b>\$55,044</b>	<b>\$1,471,445</b>

### Federal Fiscal Year 2015 Community Development Goals

All Grantees	Activities	Funds (2015+ Reallocated)	Goals	IDIS
<b>Public Infrastructure</b>		<b>\$238,223</b>		
Bridgton	Depot Street Streetscape – Completion	24,950	822 people	03K
Scarborough	Sewer Line Extension	\$119,000	13 households	03J
South Portland	Redbank Neighborhood Improvements	\$46,740	2,470 people	03L
South Portland	Target Area Streetscape Improvements	\$47,532	8,080 people	03L
<b>Public Facilities</b>		<b>\$447,540</b>		
Bridgton	Community Center Facade	\$5,000	5,145 people	03F
Bridgton	Highland Lake Beach Bathroom Facility	\$68,000	5,145 people	03F
Bridgton	Main Hill Parking Lot	\$30,000	2,545 people	03G
Harpswell	Community Hall Renovations	\$60,000	200 people	03
Pownal	Town Hall Handicap Access	\$5,849	1,474 people	03
South Portland	Clark Pond Trail Upgrade	\$3,891	2,470 people	03F
South Portland	Ferry Village Waterfront Access	\$25,000	3,385 people	03F
South Portland	Redbank Community Center Engineering	\$90,000	2,470 people	03E
South Portland	Redbank Community Garden	\$19,800	2,470 people	03E
South Portland	Redbank Park Phase II	\$60,000	2,470 people	03E
Westbrook	City Hall Handicap Access	\$80,000	15,972 people	03
<b>Housing</b>		<b>\$314,670</b>		
Opp. Alliance, County	Housing Rehabilitation	\$199,670.00	25 homes	14A
Freeport	Energy Audit/Weatherization Program	\$100,000.00	20 homes	14F
South Portland	Housing Rehabilitation	\$15,000.00	2 homes	14A
<b>Public Service</b>		<b>\$212,012</b>		
Bridgton	Emergency Heating Fuel Assistance	\$5,000	20 clients	05
Bridgton	Community Center Kettle Dinners	\$2,000	100 clients	05W
Bridgton	Youth Summer Camp Scholarships	\$9,700	35 clients	05D
Bridgton	School Backpack Food Distribution	\$5,000	30 children	05W
Bridgton	Community Center Navigator Program	\$6,100	50 clients	05
Freeport (Lead)	METRO Bus Pass Program	\$4,080	230 people	05E
Harpswell	School Backpack Food Distribution	\$6,000	32 children	05W
Opp. Alliance, County	Homelessness Prevention Services	\$37,600	65 clients	05
South Portland	Food Cupboard - Pantry Operations	\$10,000	600 clients	05W
South Portland	Recreation Scholarships	\$7,000	15 clients	05D
South Portland	Domestic Violence Services	\$5,000	130 clients	05G
South Portland	Emergency Heating Fuel Assistance	\$10,500	40 clients	05
South Portland	Meals-on-Wheels	\$10,000	150 clients	05A
South Portland	Redbank Hub Staffing	\$15,000	1,056 clients	05
South Portland	Bus Passes	\$4,292	300 passes	05E
Standish (Lead)	Domestic Violence, Rural Outreach	\$32,740	150 clients	05G
Westbrook	Community Policing Coordinator	\$42,000	2,585 clients	05I
<b>Planning</b>		<b>\$22,000</b>		
New Gloucester	Public Works Facility Study	\$16,000	----	20
Yarmouth (Lead)	Senior Service Planning	\$6,000	----	20
<b>Administration</b>		<b>\$237,000</b>		
Bridgton	Administration	\$30,000	----	21A
South Portland	Administration	\$65,000	----	21A
Cumberland County	Administration	\$142,000	----	21A
<b>All Total</b>		<b>\$1,471,445</b>		



## **SF 424 AND CERTIFICATIONS**

<b>Application for Federal Assistance SF-424</b>		Version 02
*1. Type of Submission  <input type="checkbox"/> Preapplication  <input checked="" type="checkbox"/> Application  <input type="checkbox"/> Changed/Corrected Application	*2. Type of Application  <input checked="" type="checkbox"/> New  <input type="checkbox"/> Continuation  <input type="checkbox"/> Revision	*If Revision, select appropriate letter(s):  * Other (Specify)
*3. Date Received:		4. Application Identifier:
5a. Federal Entity Identifier:		*5b. Federal Award Identifier:
<b>State Use Only:</b>		
6. Date Received by State:		7. State Application Identifier:
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name: CUMBERLAND COUNTY, MAINE		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 01-6000004		*c. Organizational DUNS: 034702670
<b>d. Address:</b>		
*Street 1: 142 FEDERAL STREET Street 2:		
*City: PORTLAND County: CUMBERLAND *State: MAINE Province: Country: USA		
*Zip/ Postal Code: 04101		
<b>e. Organizational Unit:</b>		
Department Name: EXECUTIVE DEPARTMENT		Division Name: COMMUNITY DEVELOPMENT
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
Prefix: MR Middle Name:		First Name: AARON
*Last Name: SHAPIRO Suffix:		
Title: COMMUNITY DEVELOPMENT DIRECTOR		
Organizational Affiliation: CUMBERLAND COUNTY OFFICE OF COMMUNITY DEVELOPMENT		
*Telephone Number: 207-699-1905		Fax Number: 207-871-8292
*Email:		

**Application for Federal Assistance SF-424**

Version 02

9. Type of Applicant 1: Select Applicant Type: B. County Government

Type of Applicant 2: Select Applicant Type:

- Select One -

Type of Applicant 3: Select Applicant Type:

- Select One -

\*Other (specify):

\*10. Name of Federal Agency:

DEPARTMENT OF HOUSING & URBAN DEVELOPMENT

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

\*12. Funding Opportunity Number:

\*Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

All cities and towns of Cumberland County, Maine except the City of Portland and the Towns of Brunswick and Frye Island

\*15. Descriptive Title of Applicant's Project:

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

**Attach supporting documents as specified in agency instructions.**

**Application for Federal Assistance SF-424**

Version 02

16. Congressional Districts Of:

\*a. Applicant MAINE #1

\*b. Program/Project: MAINE #1

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

\*a. Start Date: JULY 1, 2015

\*b. End Date: JUNE 30, 2016

**18. Estimated Funding (\$):**

\*a. Federal \$1,416,401.00

\*b. Applicant

\*c. State

\*d. Local

\*e. Other

\*f. Program Income

\*g. TOTAL \$1,416,401.00

**\*19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on May 13, 2015

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372

**\*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)**

Yes  No

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

\*\*I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix: MR

\*First Name: PETER

Middle Name:

\*Last Name: CRICHTON

Suffix:

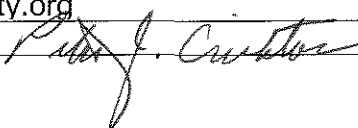
\*Title: COUNTY MANAGER

\*Telephone Number: 207-871-8380

Fax Number: 207-871-8292

\*Email: crichton@cumberlandcounty.org

\*Signature of Authorized Representative:



Date Signed: MAY13, 2015



# CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

- This certification does not apply.  
 This certification is applicable.

## NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug Free Workplace** -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about --
  - a. The dangers of drug abuse in the workplace;
  - b. The grantee's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will --
  - a. Abide by the terms of the statement; and
  - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted --
  - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.



May 13, 2015

Signature/Authorized Official

Date

Peter Crichton

Name

County Manager

Title

142 Federal Street

Address

Portland Maine 04101

City/State/Zip

207-871-8380

Telephone Number

- This certification does not apply.  
 This certification is applicable.

### Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation --** It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan --** Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan --** It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds --** It has complied with the following criteria:

11. Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2013, 2014, 2015, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. Special Assessments - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force --** It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Cumberland County

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**Compliance With Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

**Compliance with Laws** -- It will comply with applicable laws.



May 13, 2015

Signature/Authorized Official

Date

Peter Crichton

Name

County Manager

Title

142 Federal Street

Address

Portland Maine 04101

City/State/Zip

207-871-8380

Telephone Number



- This certification does not apply.  
 This certification is applicable.

**OPTIONAL CERTIFICATION  
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

---

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

<input checked="" type="checkbox"/> <b>This certification does not apply.</b> <input type="checkbox"/> <b>This certification is applicable.</b>
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### Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**Eligible Activities and Costs** -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

**Appropriate Financial Assistance** -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

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Signature/Authorized Official	<input type="text"/>
Name	<input type="text"/>
Title	<input type="text"/>
Address	<input type="text"/>
City/State/Zip	<input type="text"/>
Telephone Number	

- This certification does not apply.  
 This certification is applicable.

### HOPWA Certifications

The HOPWA grantee certifies that:

**Activities** -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building** -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

---

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- This certification does not apply.**  
 **This certification is applicable.**

### ESG Certifications

I, \_\_\_\_\_, Chief Executive Officer of **Error! Not a valid link.**, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related

authorities as specified in 24 *CFR* Part 58.

11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.

---

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

<input type="checkbox"/> <b>This certification does not apply.</b> <input checked="" type="checkbox"/> <b>This certification is applicable.</b>
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**APPENDIX TO CERTIFICATIONS**

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

**Lobbying Certification**

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**Drug-Free Workplace Certification**

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip
Cumberland County Ct. House	142 Federal Street	Portland	Cumberland	ME	04101

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any

Cumberland County

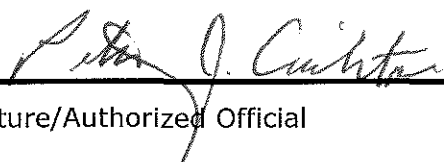
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controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

- a. All "direct charge" employees;
- b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

- 1. Analysis of Impediments to Fair Housing
- 2. Citizen Participation Plan
- 3. Anti-displacement and Relocation Plan



May 13, 2015

Signature/Authorized Official

Date

Peter Crichton

Name

County Manager

Title

142 Federal Street

Address

Portland Maine 04101

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207-871-8380

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