

TOWN OF CANAAN - **BOARD OF FINANCE, REGULAR MEETING**

MONDAY, AUGUST 9, 2021 @ 6:30PM

108 MAIN STREET, FALLS VILLAGE, CT

Attendees: Dick Heinz, Joel Jones, Lou Timolat, Steve Dean, Dan Silverman. Alternates: Daly Reville, Eric Carlson, Corinna Fleming

Call to order 6:31 by Co-chair Dick Heinz

MOTION BY Dean, seconded by Jones to seat Eric Carlson in place of regular member John Allyn; unanimous.

AGENDA

Public Comment

Communications -

Interdepartmental Informational Communications

Reports

Secretary's Report: **MOTION by Timolat, seconded by Dean to accept as presented the minutes of the July 12 Regular Meeting Minutes; unanimous.**

Treasurer Reports: **No reports this month**

Tax Collector's Report: **MOTION by Dean, seconded by Jones, to accept the July Tax Collectors report; unanimous.**

Board of Education's Report: **No reports this month.**

First Selectman's Report

- a. Letter from Michael Klemmons regarding the food smells now coming into his office every day from the new café
- b. Letter from Town Legal counsel provided to BOF, in response to CDBG Funding
- c. Letter from State of CT regarding Cyber Security Mentor Training
- d. Tracey Wilson will be presenting information on curbside composting pick up in September's BOS meeting
- e. Town Clerk Succession plan, Dave Barger will be meeting with former selectmen to work on job description, also have descriptions from several other towns.
- f. Code of Conduct Procedures – has been updated to include virtual Zoom meetings
- g. DOT report on town bridge inspections rating from poor(Cobble St bridge) to Good(Aimesville bridge)
- h. American rescue plan act 2021 workshop at the COG; Dave Barger will be attending
- i. Fire Commission request; \$5600 for Hydrants, attached request
- j. Tufts Health report – Barger will see if this is something that can be put on website
- k. Council of Small Towns Membership – will not be taking action

Old Business

1. Discuss and act on proposal by Selectmen and Treasurer on how the Board of Finance would like the Town of Canaan to handle recharacterization of amounts and purposes within Departmental sub-lines.

MOTION by Heinz, seconded by Carlson to table Old Business till future Regular meeting: unanimous.

Suspense Items

New Business

1. Approve Treasurers Report for July 1 2020 – June 30, 2021 – No report available yet

MOTION by Heinz, seconded by Timolat to add to the agenda, under new business, the supplemental appropriation of \$5600 to line item 304 – Hydrants and Water due to unexpected increase from Aquarion Water company for the 21/22 FY; unanimous.

2. Selectmen's response to Board of Finance request that the Town of Canaan Board of Selectmen engage Town Counsel to advise unequivocally as to whether or not the Town of Canaan is under any "General Obligation" as

to the security or re-payment of any financial instrument of obligation assumed or assigned to the Falls Village Housing Trust or its "successors or assigns".

MOTION by Heinz, seconded by Timolat to send request back to BOS to Town Attorney as our question has not been answered; discussion

MOTION by Jones, seconded by Timolat to call the question; passed, 1 opposed.

Original Motion: failed, 5 to 1 against.

NEW MOTION by Carlson, seconded by Jones to send request back to BOS & Town Attorney to advise unequivocally with a yes or no response, as to whether or not the Town of Canaan is under any "General Obligation", especially including the CBD Grant, as to the security or re-payment of any financial instrument of obligation assumed or assigned to the Falls Village Housing Trust or its "successors or assigns"; passed, 1 oppose.

- 3. MOTION by Heinz, seconded by Timolat to authorize a supplemental appropriation from the general fund to line 2001-304 – Hydrants & Water in the amount of \$5600 for the unexpected charges for fire suppression(Hydrants) dictated by PURA and invoiced by Aquarion Water company; unanimous.**

MOTION by Loue, seconded by Carlson/Dean, meeting adjourned at 7:15pm
Respectfully submitted, Rebecca Juchert-Derungs, recording secretary.

Respectfully Submitted by Laura Werntz, to the Board of Finance, Town of Canaan/Falls Village for Public Comment, September 13,2021

The Town of Canaan/Falls Village has applied for a Community Development Block Grant from the Department of Housing for \$725,800 for site clearing, earth moving, gravel for trenches, sub-base courses for paving and storm drainage. The CDBG grant application, Project Information (Exhibit 00.5) identifies River Road Homes as the Project Name and **The Town of Falls Village, CT** as both the **Responsible Entity** and the **Grant Recipient**. The **Certifying Officer** Name and Title is listed as **Henry Todd**, First Selectmen. The document concludes with the signature of the Responsible Entity Official. This document was signed by Henry Todd, First Selectmen, Town of Canaan, CT on June 16, 2021. Chapter 2 of the CDBG Small Cities Grants Management Manual defines The Responsible Entity as follows,

“Under 24 CFR Part 58, the term responsible entity (RE) means the grantee under the state CDBG Program. The responsible entity must complete the environmental review process. **Environmental review responsibilities have both legal and financial ramifications.** As part of the assurances and agreements signed by the responsible entity, the Chief Executive Officer of the responsible entity agrees to assume the role of “responsible federal officer” under the provision of the provisions of the National Environmental Policy Act (NEPA). This means that if someone brings suit against the responsible entity in federal court on environmental grounds, the CEO will be named as the defendant. **There may be financial implications associated with any lawsuit and, of course, fines, judgements or settlements that may result.** The State of Connecticut accepts no responsibility or liability for the quality or accuracy of the local environmental review process.”

Both of the documents cited are public documents. The CDBG Small Cities Grants Management Manual is available on the Department of Housing website. The CDBG application is also a public document and a Citizen Participation Plan is included in and is a requirement of the application.



U.S. Department of Housing and Urban Development
451 Seventh Street, SW
Washington, DC 20410
www.hud.gov

espanol.hud.gov

Environmental Review for Activity/Project that is Categorically Excluded Subject to Section 58.5
Pursuant to 24 CFR 58.35(a)

Project Information

Project Name: River Road Homes

Responsible Entity: Town of Falls Village, CT

Grant Recipient (if different than Responsible Entity): Same

State/Local Identifier: State of Connecticut / Town of Canaan / 021

Preparer: David Berto, Housing Enterprises, Inc.

Certifying Officer Name and Title: Henry Todd, First Selectman

Grant Recipient (if different than Responsible Entity): Same

Consultant (if applicable):

Direct Comments to: Cathy Petracone at cpetracone@housignenterprises.com

Project Location: 0 Lime Rock Station Road, Falls Village, CT

Description of the Proposed Project [24 CFR 50.12 & 58.32; 40 CFR 1508.25]:

Proposed scope of work at the proposed River Road Homes project site as indicated by the CDBG grant will include site clearing, earth moving, gravel for trenches, sub-base courses for paving and storm drainage.

Level of Environmental Review Determination:

Categorically Excluded per 24 CFR 58.35(a), and subject to laws and authorities at §58.5:

Cotter Rule
Public Comment

QUESTION (6)

→ HOW DOES THIS BENEFIT OUR NEIGHBORHOOD?
EXHIBIT 1.1 / PROGRAM DESCRIPTION?
SITE NOT YET PURCHASED / BENEFITS HABITAT!

ARPA

1. The plan is described in the attached memo.
2. The procedure that is to be followed is listed below:
 - a. We will send out a survey to all residents within the town to solicit suggestions on use of the funds. Because of the continued threat of Covid, we believe it would be prudent to go this route instead of a public forum. After the surveys have been received, we will prepare for a town forum to consider ideas.
 - b. The amount of the funds available for use was \$311,600 approximately of which the town has received the first tranche of \$155,817.98. The second tranche will be received in the second quarter of 2022, probably in May or June. We have spent \$42,011 on the Septic system for 107 Main of the first tranche, leaving a balance of \$269,589.
 - c. The money must be used within 4 years.
 - d. Note that the Town Selectmen, in conjunction with the Board of Finance, has the final authority to choose where the funds will be spent. The surveys and the subsequent town forum, either public or by Zoom depending on the COVID situation, are only advisory in nature.

Henry W. Todd

First Selectman for the Board of Selectmen

September 13, 2021

DRAFT - American Rescue Plan Act (ARPA) for Canaan/Falls Village

Congress has passed the ARPA funding plan to help American cities and towns recover from pandemic related hardships, but also to *build back better* and infuse funding that will future-proof our county.

I. SOME THINGS TO NOTE:

- Funding will be awarded based on population and will be disbursed in two payment cycles. There will be an additional funding awarded for schools and infrastructure projects. Although towns are encouraged to use some of the ARP funds to make larger infrastructure projects “shovel ready”.
- There are three general areas in which funds can be used.
 1. **Responding to the negative impacts of the COVID pandemic.** This includes assistance to households, small businesses and nonprofits, as well as aid to affected industries such as tourism, travel and hospitality.
 2. **Providing government services previously cut due to pandemic related revenue shortfalls**
 3. **Making needed investments in water, sewer or broadband infrastructure**
- Eligible uses are separated into 5 categories: (Please see full toolkit for details)
 - a) Support public health response
 - b) Address negative economic impact
 - c) Investment in water and sewer
 - d) Broadband Infrastructure
 - e) Replace loss revenue
- Towns have 4-years to spend the money
- Communities are asked to work Equity and Inclusion into their proposed projects such as affordable housing, childcare and pre-K programs and municipal Equity training.
- Projects that support Economic Development are favored.
- Significant accounting and reporting will be necessary to ensure compliance and the statutory eligible uses will need to be verified. However, it is allowable to use some of the ARPA funding to hire employees or consultants to assist with the planning, administration and reporting.
- Towns may use ARPA funding to hire a coordinator to support ARPA activities or other consultants.

II. COMMUNITY INPUT IS ENCOURAGED (Although not required):

- Some communities are creating a new committee or using their Economic Development Commission or Committee to coordinate community outreach.
- A survey is recommended as tool to get quantifiable data/input and be more inclusive.

DRAFT - American Rescue Plan Act (ARPA) for Canaan/Falls Village

III. POSSIBLE FALLS VILLAGE ARPA PROJECTS:

1) DOWNTOWN ECONOMIC DEVELOPMENT -

- a) Revitalize blighted Historic Firehouse on Railroad Street to a 1-br affordable housing rental unit and retail business space below with public parking. This would require some “infrastructure” work and extension of sidewalks. The overall improvement to the downtown area would be significant, and the rental income would support long-term town sustainability.
- b) Consider using some of the ARPA funding to assist existing town non-profits with Board Development and Strategic Planning.
- c) Consider an in-town grant program that will award grants to local non-profits that provide Arts and Culture programming. Inclusive in the grant application would be a) How this project serves the community for the long-term and b) How you intend to validate the goals have been achieved.

2) CHILDCARE – use a portion of the money to improve the building and grounds at the FV Childcare Center, and perhaps “capacity building” with an extra staff person. Additional staff would allow for additional children. This may contribute to building a plan to make the FV CCC sustainable and self-funding. This would fulfill both allocating money to childcare services and improving future sustainability.

3) AFFORDABLE HOUSING -

- a) Investigate possibility of putting a duplex or triplex on any municipal owned property by using ARPA funding for perk and pre-development engineering. If viable, use ARPA funding for infrastructure and pre-fabricated construction.
- b) Fund a study to establish affordable housing in other municipally owned buildings.
- c) Consider using part of ARPA to hire consultant to work with P&Z to help create an incentive program that will encourage affordable housing as part of all new development in exchange for property tax incentives.

4) CLIMATE RESILLIANCE & DISASTER PREVENTION:-

- a) Consider using part of ARPA funding for engineering a Watershed & Drainage Plan to combat flooding during storms which seriously impact certain areas of our town and currently have no mechanism for funding
- b) Consider using part of ARPA to assess and replace non-functional culverts to prevent flooding

5) INFRASTRUCTURE-

- a) Consider using part of ARPA funding to make Cobble Road Bridge Project “Shovel Ready” and eligible for the larger ARPA Infrastructure Grant funding. Not sure this use qualifies.
- b) Consider using part of ARPA funding for a septic and water system for business area on Railroad Street

DRAFT - American Rescue Plan Act (ARPA) for Canaan/Falls Village

- c) Consider a using infrastructure dollars to accelerate Affordable Housing on town owned land.

6) CAPACITY BUILDING-

- Consider using part of ARPA funding to implement a review of job descriptions and salaries at Town Hall (with outside contractor) and bring current jobs to market rate to insure long-term sustainability.
- Consider using part of ARPA funding to bring on any new positions that past budget constraints have prevented. Some positions to consider would be Economic Development, Communications and IT.

7) BROADBAND –

8) PARKING-

- Consider using funds for a long-term plan for reducing congestion in town through the addition of parking lots.