

CUMBERLAND COUNTY COMMUNITY DEVELOPMENT PROGRAM
CDBG GENERAL PROGRAM APPLICATION - 2010

Lead Community: Freeport

Additional Communities: Pownal

Contact Information Name: Donna Larson ; Tel: (207) 865-4743

Address: 30 Main Street, Freeport, Maine 04032

E-mail: Dlarson@Freeportmaine.com

Project Title: Community Services Building

Program Category: Public Service ___ ; Public Infrastructure/Facility X;

Housing ___ ; Downtown revitalization ___ ; Economic Development ___

Select your CDBG "National Objective":

Low/moderate income: Area-wide ___ ; Limited Clientele X ; Direct Benefit

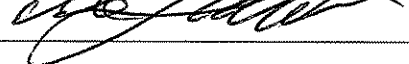
Presumed Group _____ (identify group)

Slum/Blight: Area-wide ___ ; Spot Basis _____

Amount of CDBG funds requested \$ 250,000

Total estimated project cost \$ 447,180

Name of Authorized Official: Dale Olmstead, Freeport Town Manager

Signature of Authorized Official:  _____

1. Brief Summary:

This project includes rehabilitation of the building adjacent to the existing Freeport Community Center, home of Freeport Community Services. The “bones” of the building are solid, but otherwise a complete rehab is needed. In particular, a new roof, new windows, doors, insulation, plumbing, electrical, and mechanical systems. When complete the building will provide space for delivering services to low and moderate income residents of Freeport and Pownal. The services include fuel assistance, Liheap, weatherization, medical transportation coordination, the administrative portion of the food pantry, and other services that might come up in the future. The building will be handicapped accessible. The building also will be used to store furniture that is sold at the Thrift Shop. The Thrift Shop sells lightly used donated clothing, accessories, and furniture. All of the proceeds of the Thrift Shop go to the various programs sponsored by Freeport Community Services. Furniture sales are new to the Thrift Shop. As a result, proceeds have increased from \$40,000 per year to \$100,000 per year.

2. Management of Proposed Activity:

Freeport Community Services completed a \$2.7 million addition three years ago and learned a great deal from that project. Their new director, Bob Lyman, oversaw nine major building projects, renovations or additions during his eighteen years as a school superintendent. The organization’s 57 Depot Street Committee has been meeting monthly since 2007; this committee assisted by a small building committee, will continue to be responsible for the project during construction. We expect to use the same general contractor as was used for the Freeport Community Center Building in 2006 to handle bids and oversee day-to-day construction issues.

The building we have is in excellent condition with maintenance and cleaning handled by a full-time Facilities Manager and a part-time custodian; we would expand this staffing to ensure the same level of care in the new space.

4. Ready to Proceed:

The building has been purchased, by F.C.S. and the mortgage is being paid monthly. Warren Construction Group, whose owner is a 57 Depot Street Committee Member, has tarped the roof and removed moldy plaster from the second floor to preserve the structural integrity of the building. Building Science Corporation of Somerville, Massachusetts has studied the building and made recommendations for optimum building performance. A full plan and actions for approvals and reviews is underway including Freeport Planning Board, Maine Department of Public Safety (State Fire Marshall), Maine Historic Preservation Commission and Freeport Code Enforcement. Rough site plans have already been completed. A detailed cost estimate has been prepared (see budget). If this grant is awarded, we see no impediments to project initiation and completion.

5. Need for the Activity:

This building renovation will make it possible for the first time for our Program Coordinator and our PROP-funded LiHEAP and Weatherization Coordinator to meet with low income individuals in their own handicapped accessible offices and provide clients with the confidentiality they deserve. Secondly, it will allow us to expand services to include WIC and Head Start applications, making our place one-stop shopping for services for which our clients qualify. Third, our Food Pantry use is up 33% for the first half of this year as compared to a year ago; we are badly in need of additional storage space for food to cut down on frequent trips to Good Shepard and other suppliers. Finally, we have added furniture sales to our other items we are selling in our Thrift Store. All the proceeds from the Thrift Store go to run our various programs for low income individuals. The addition of furniture has helped raise our gross sales from \$40,000 per year to over \$100,000 this year. It has also created a need for more space for storage and display. We believe that restoring this building can help with all four of the above needs.

For numbers affected, our food pantry has Emergency food Assistance Program (TEFAB) forms completed by 279 households (254 from Freeport; 25 from Pownal) all stating that their yearly household gross income is at or below the poverty guidelines for Maine. Those are all the people currently registered for the food pantry. Our recent Holiday Helpline program provided gifts and food for the holidays to 96 families; 69 families or 72% of the recipients had signed TEFAB forms and therefore qualify as low income. Also, in the four months between September 1st and December 31st, our LiHeap and weatherization coordinator processed and sent on 120 new LiHeap applications, all from individuals and families who qualified for low income guidelines.

This project will allow FCS to continue its mission of 35 years of meeting the needs of low income families from Pownal and Freeport. The existing Community Center was built to also meet the town of Freeport's need for more meeting spaces, storage, etc., without adding on to the Town Hall. These spaces are now very heavily used by Town Committees and non-profit groups pushing Freeport Community Services staff into using public spaces for client discussions which should be confidential. The refurbishing of this next door building will allow for confidential discussions and human treatment of our many clients.

6. Need for CDBG Program Funds:

Money is tight for our organization as it is for all non-profits. We are trying to raise enough money to pay for our expanded services to clients, pay off the existing mortgage on the Freeport Community Center and pay off the mortgage on this building we are planning to renovate. Donor contributions only go so far. Without the CDBG grant we're requesting, we will not be able to renovate this facility. We will then have to consider the options of selling it and having no possibility of expanding on this location, or keeping it and doing what we can to keep it from deteriorating. Either way, we will

not be able to provide our clients with needed services in respectful ways. We will continue to explore other grants but most are small and will not cover more than temporary repairs.

Our preference is to complete the project as stated above; however, there is a phasing option that FCS would like the Municipal Oversight Committee to consider if it means the difference between getting a reduced amount of funding rather than no funding. FCS has considered a project that would include weatherproofing the building and using it as furniture and general storage for FCS activities. In particular that includes site work, new windows, new siding, and a new roof. The total cost of this phase is estimated at \$140,000. The balance of the work would be applied for next year. Again, this is not our first choice, but the phasing would be an important step in the right direction.

NOTE: The Freeport Town Council postponed their January 19, 2010 Meeting due to inclement weather and rescheduled it for Tuesday, January 26, 2010. Their grant approval was on the January 19, 2010 Meeting Agenda and now will be considered Tuesday evening (see agenda attached). We will deliver 10 copies of their approval to you on Wednesday, January 27, 2010.

Budget - Construction Projects

Cost Category	CDBG Funds	Municipal Funds	Other Funds	Total
Design/Engineering			\$ 15,000 *	\$ 15,000
Land Costs			\$160,000 **	\$160,000
Materials/Supplies				
Construction Costs	\$233,627			\$233,627
Project Management	\$ 16,353			\$ 16,353
Other				
1. Interim Maintenance			\$ 12,200	\$ 12,200
2. Permitting			\$ 10,000	\$ 10,000
3.				
4.				
Total Costs	\$249,980		\$197,200	\$447,180

* Department of Energy Research Program, Building America and locally raised funds.

** Bath Savings Mortgage of \$138,400 and \$31,500 loaned interest free by concerned citizens.

**CUMBERLAND COUNTY COMMUNITY DEVELOPMENT PROGRAM
CDBG GENERAL PROGRAM APPLICATION – 2010**

MULTI-COMMUNITY APPLICATION

ADDITIONAL QUESTIONS

New for the 2010 program year, applications for projects serving two or more communities are eligible to receive an additional 5 points in the scoring process.

Multi-community applicants must answer two additional questions in a maximum of one page:

1. How will low/moderate income residents in each participating community benefit from the project/activity?

Low to moderate income residents in Freeport and Pownal will be able to continue to get the expanded food pantry services they have been receiving this year with further expansion made possible by increased storage space. These same clients will get increased attention and services when our Program Coordinator and LiHeap and Weatherization Coordinator can meet with each client in his/her own handicapped accessible office with all paperwork at hand and privacy and confidentiality secured. With the added space, we also expect to be able to process WIC and Headstart applications for clients, becoming a one-stop shopping service and preventing clients from having to find transportation to Portland or Brunswick and without having to duplicate paperwork. Our final gain for clients will be increased programming due to increased revenue from our Thrift Shop which will be made possible with our increased capacity to store and display furniture, a practice which has more than doubled our Thrift Shop income already.

2. What role will each applicant community play in the project / activity?

As mentioned earlier, 254 or 90% of our families receiving Food Pantry assistance are from Freeport, 25 or 10% are from Pownal. We expect those numbers to continue. Freeport Community Services Board of Directors is comprised of fourteen members, 12 or 86% from Freeport, 2 or 14% from Pownal. This group provides fair representation to each Town of all issues coming before the Board including this project. Town populations as of the 2000 census were 7800 for Freeport and 1491 for Pownal, showing that Freeport is 84% of the total population and Pownal is 16%. Input is taken from people of both Towns at an annual Community Night held each April, as well as from eight different sub-committees of the Board of Directors involving individuals from each Town. Needless to say, low and moderate income people from both Towns will receive increased benefits of services from this project.

CUMBERLAND COUNTY COMMUNITY DEVELOPMENT PROGRAM
CDBG GENERAL PROGRAM APPLICATION - 2010
MULTI-COMMUNITY APPLICATION
ENDORSEMENT BY ELECTED OFFICIALS

Lead Community Applicant: Freeport

Lead Community Authorized Official: Dale Olmstead

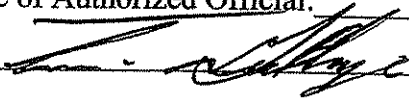
Signature of Authorized Official



Additional Community Applicant: Pownal

Additional Community Authorized Official: Timothy Giddings, Chair

Signature of Authorized Official:



Additional Community Applicant:

Additional Community Authorized Official:

Signature of Authorized Official:

Additional Community Applicant:

Additional Community Authorized Official:

Signature of Authorized Official:

Additional Community Applicant:

Additional Community Authorized Official:

Signature of Authorized Official:



*Town of Pownal
Pownal, Maine 04069*

January 19, 2010

To whom it may concern:

Having served the town of Pownal for two terms as a School Board member followed by three terms on the Board of Selectmen, and now serving as Chairman of the Ordinance Review Committee, and as a board member of Freeport Community Services (FCS), I have been asked to write to you in support of the joint Freeport - Pownal Community Block Development Grant (CBDG) being applied for by those towns to make improvements to 57 Depot Street, Freeport, Maine. I am very happy to do so.

As a board member in Pownal I was also an Overseer of the Poor, and as Chairman I was also the administrator for General Assistance. In those roles I became very familiar with the excellent work done by FCS in providing goods and services to those in need in the two communities of Freeport and Pownal. Serving on the FCS board has expanded my understanding of all that FCS does and has also made me realize the potential to do even more -- if only FCS had additional space. When the opportunity to acquire the building next door to FCS, 57 Depot Street, arose, FCS purchased the building. However, FCS does not have the funds necessary to make the building suitable for use. Thus FCS, with the full support of both towns governing bodies, is applying for a CBDG to provide FCS with the means to make 57 Depot St. useable for the provision of expanded services to Freeport and Pownal.

I hope, after careful consideration, you will recognize the benefits of approving the FCS grant application. Please don't hesitate to contact me if you have any questions or would like to discuss this issue further.

Thank you for your consideration of this grant application.

Very Truly Yours,

James H. Briggs
711 Hodsdon Road
Pownal, Maine 04069
(207) 688-2220
cell: (207) 329-8160

MEETING POSTPONED UNTIL
TUESDAY, JANUARY 26, 2010

COUNCIL MEETING #02-10
JANUARY 19, 2010

ITEM #14-10 To consider action relative to endorsing a Community Development Block Planning Grant Application from Freeport Community Services to rehabilitate the building at 57 Depot Street.

BE IT ORDERED: That the Community Development Block Planning Grant Application be endorsed.

(Town Planner / Bob Lyman)

ITEM #15-10 To consider action relative to a consent between the Town of Freeport and the Island Rover Foundation concerning a resolution of all pending Ordinance violations on the Foundation's property.

BE IT ORDERED: That the consent agreement dated February 15, 2005 between the Town of Freeport and the Island Rover Foundation be extended until _____.

BE IT FURTHER ORDERED: That the Town Manager be authorized to execute the extension on behalf of the Town of Freeport.

(Harold Arndt)

ITEM #16-10 To consider action relative to adopting a fee schedule for connecting to the stormwater pond located at the end of School Street.

BE IT ORDERED: That the proposed fee schedule dated 01/11/10 as proposed by the Town Planner be adopted.

(Town Planner)

OTHER BUSINESS:

1. TIF Strategy Planning Funding (Councilor Muldoon)
 2. Discussion of Council Goals for 2010.
 3. Information Exchange
-

ITEM #17-10 To consider action relative to an Executive Session to discuss a General Assistance Application and potential litigation (1 MRSA Section 405(6E)).

MOTION: That the Town Council enter into Executive Session

MOTION: That the Town Council reconvene into Public Session.

(Town Manager)
