Cumberland County, Maine

Consolidated Plan
For
HUD Programs

Annual Action Plan
July 1, 2017 – June 30, 2018

Community Development Office
Cumberland County Executive Department
142 Federal Street, Portland, Maine
Tel. 207-699-1905
Executive Summary

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

1. Introduction

In program year 2017, the Cumberland County Community Development program will fund public facilities, infrastructure, housing, public services, planning, and administration with Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development. In order to select projects for funding, the program and its set-aside communities of South Portland and Bridgton, all conducted competitive grant application processes.

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.

2017 Cumberland County CDBG projects will address the primary objective of improving the quality of life for Cumberland County residents by providing decent affordable housing, creating suitable living environments, and creating economic opportunities.

The outcomes of projects undertaken to address this objective are anticipated to be:

- An increased number of public facilities and amenities in Cumberland County, such as new recreation facilities in Casco and healthcare facilities on Long Island

- Increased handicapped accessibility at public facilities, including the library in Steep Falls (Town of Standish), the Learning Center on Long Island, and the Long Island wharf

- Improved infrastructure at sidewalks and streetscapes in Bridgton and South Portland's West End, and at the Wardtown Trailer Park in Freeport

- Upgraded and renovated facilities, including the Bridgton Community Center, and the fire station on Orr's Island in Harpswell

- Rehabilitated housing throughout all of Cumberland County, particularly for seniors citizens in Harpswell and for residents of South Portland.
- Increased health and safety outcomes for victims of domestic violence and individuals suffering from substance use disorder

- Reduced instances of homelessness and increased access to services and resources through the Homelessness Prevention Program, Navigator Program, and Redbank Hub

- Reduced instances of hunger, through food pantry programs, Meals on Wheels, and child school backpack programs

- Reduced instances of home heating emergencies through the heating assistance program in South Portland

- Increased access to transit through a free bus pass program in South Portland

- Reduced instances of childhood abuse and neglect, and increased community resiliency through the Redbank Neighborhood Hub in South Portland

- Increased opportunities for low-income children through the Summer Camp Scholarships in South Portland

- Planning for future improvements and opportunities in Bridgton, South Portland, and Windham

3. Evaluation of past performance

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

Since the Cumberland County program's inception, it has successfully funded improvements to public facilities and infrastructure, public services, housing rehabilitation, planning, economic development, and administration. The Cumberland County program encompasses a large geography in the most populous area of the state with a variety of urban, suburban, rural, and island communities. As a result, the program has focused on continuing to fund this broad range of activities to accommodate the diverse and varied needs of its jurisdiction.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Cumberland County, South Portland, and Bridgton all conducted open, public processes for grant selection. These multiple processes work to broaden public participation in the program by incorporating multiple communities and committees in the process.
Cumberland County’s Application Review Team scored and ranked applications from 23 member communities. In addition to their other meetings, they held a public meeting on February 23, 2017 in which applicants presented their projects to the Team and were available to answer questions. The Municipal Oversight Committee then reviewed and approved the Review Team’s recommendations.

In South Portland the Community Development Advisory Committee (CDAC) reviewed applications, conducted a public hearing where applications presented and answered questions about their request on March 1, 2017, and made recommendations to the City Council, which approved their recommendations.

In Bridgton, the Community Development Committee reviewed public service applications and interviewed applicants on January 18, 2017 and developed funding recommendations for the Board of Selectmen. The BOS also developed funding recommendations for facilities and infrastructure projects.

All funding recommendations then went to public hearings before the County Commissioners on April 11, 2017 and May 8, 2017, receiving final approval on May 8th. Public notice of these meetings and the public comment period was printed in the Portland Press Herald on April 1, 2017.

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.

At several meetings, applicants spoke in support of their programs and projects. At the South Portland City Council meeting on April 3, 2017, a member of the public made a comment in support of the CDAC’s recommendations and work. No other comments were received from the public.

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

All comments were accepted.

7. **Summary**

To develop its Action Plan, Cumberland County conducted a competitive application process for 23 of the member communities, and Bridgton and South Portland each conducted their own specific application processes for their set-aside funds. All 3 processes included public meetings, committee review, and public comment periods. The result of this process are plans to fund a variety of public infrastructure, facilities, housing, public services, and planning projects and administration in program year 2017.
PR-05 Lead & Responsible Agencies - 91.200(b)

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

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

<table>
<thead>
<tr>
<th>Agency Role</th>
<th>Name</th>
<th>Department/Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lead Agency</td>
<td>CUMBERLAND COUNTY</td>
<td></td>
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<tr>
<td>CDBG Administrator</td>
<td>CUMBERLAND COUNTY</td>
<td>Community Development Department</td>
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<tr>
<td>HOPWA Administrator</td>
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<td>HOME Administrator</td>
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<tr>
<td>HOPWA-C Administrator</td>
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</table>

Table 1 – Responsible Agencies

Narrative

The Cumberland County Community Development program consists of 25 member communities, including the communities of Greater Portland, islands, the Lakes Region, and coastal towns. The City of Portland, the Town of Brunswick, and Frye Island (which has no year-round population) do not participate in the program; Portland has its own CDBG allocation, and Brunswick participates in the State CDBG program.

Consolidated Plan Public Contact Information

Cumberland County Community Development

142 Federal Street, Portland ME 04101

(207) 699-1906
1. Introduction

Community Development staff consulted with many of the communities in our program jurisdiction, several regional organizations, and housing authorities in the creation of the Annual Action Plan.

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 2017 the Cumberland County Entitlement Jurisdiction is funding 5 programs that link affordable housing and services:

1) Family Crisis Services will operate 3 programs - South Portland, Bridgton and the Lakes Regional towns of Standish (lead community), Windham, Casco, Raymond & Naples. The programs provide case management services to victims of domestic violence. Frequently victims require a combination of health, mental health, legal and housing services.

2) The Opportunity Alliance will operate a Homeless Prevention program throughout Cumberland County. The program intervenes either prior to or shortly after an individual or household becomes homeless, often providing short term rental assistance, utility security deposits and assistance with budgeting, employment and transportation. The program links vulnerable households to housing providers and/or housing vouchers.

3) The Town of Harpswell will be operating a housing rehabilitation program focusing of minor repairs at the home of seniors. One aspect of the program will be connecting seniors whose homes are repaired with resources to ensure their safety and well-being.

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). 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.
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

Cumberland County does not receive ESG funds.

2. Agencies, groups, organizations and others who participated in the process and consultations
<table>
<thead>
<tr>
<th>No.</th>
<th>Agency/Group/Organization</th>
<th>Town of Casco</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Agency/Group/Organization Type</strong></td>
<td>Other government - Local</td>
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<tr>
<td></td>
<td><strong>What section of the Plan was addressed by Consultation?</strong></td>
<td>Non-housing Community Development</td>
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<tr>
<td></td>
<td><strong>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</strong></td>
<td>The Town of Casco consulted with Community Development staff about the eligibility of a project that they ultimately submitted an application for. We anticipate greater access to outdoor and recreational amenities for the residents of Casco as a result of this consultation.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>No.</th>
<th>Agency/Group/Organization</th>
<th>COASTAL ENTERPRISES, INC.</th>
</tr>
</thead>
</table>
|     | **Agency/Group/Organization Type** | Regional organization  
Business Leaders  
Community Development Financial Institution |
|     | **What section of the Plan was addressed by Consultation?** | Economic Development |
|     | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Coastal Enterprises Inc. consulted with Community Development staff about the eligibility of a project that they ultimately submitted an application for. This consultation showed an interest in and potential for devoting more economic development resources to communities in Cumberland County outside of the City of Portland. |

<table>
<thead>
<tr>
<th>No.</th>
<th>Agency/Group/Organization</th>
<th>Town of Freeport</th>
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<td><strong>Agency/Group/Organization Type</strong></td>
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<tr>
<td>Agency/Group/Organization</td>
<td>Town of Gorham</td>
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<tr>
<td>Agency/Group/Organization Type</td>
<td>Other government - Local</td>
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</tbody>
</table>
| What section of the Plan was addressed by Consultation? | Housing Need Assessment  
Non-housing community development |
| Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The Town of Gorham consulted with Community Development staff about the eligibility of projects that they ultimately submitted applications for. This consultation showed the potential for more coordination in services partnerships among Cumberland County communities as the Towns of Gorham and Windham looked to collaborate on a septic replacement program with shared staff. |

<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>TOWN OF HARPSWELL</th>
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<tbody>
<tr>
<td>Agency/Group/Organization Type</td>
<td>Other government - Local</td>
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</tbody>
</table>
| What section of the Plan was addressed by Consultation? | Housing Need Assessment  
Non-housing community development |
| Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The Town of Harpswell consulted with Community Development staff about the eligibility of projects that they ultimately submitted applications for. We anticipate upgrades to the Orr's Island Fire Station and improved housing for seniors as a result of this consultation. |

<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>TOWN OF LONG ISLAND</th>
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<tbody>
<tr>
<td>Agency/Group/Organization Type</td>
<td>Other government - Local</td>
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<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Non-housing community development</td>
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</tbody>
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Annual Action Plan  
2017
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<thead>
<tr>
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<th>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</th>
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</thead>
<tbody>
<tr>
<td>Town of Long Island</td>
<td></td>
<td>The Town of Long Island consulted with Community Development staff about the eligibility of projects that they ultimately submitted applications for. We anticipate improved safety and accessibility at the wharf on the island and increased access to health care on the island with the addition of telehealth and clinic facilities.</td>
<td></td>
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<tr>
<td>TOWN OF HARRISON, MAINE</td>
<td>Other government - Local</td>
<td>The Town of Harrison consulted with Community Development staff about the eligibility of a potential project.</td>
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<tr>
<td>Town of Standish</td>
<td>Other government - Local</td>
<td>Town of Standish consulted with Community Development staff about the eligibility of projects that they ultimately submitted applications for. We anticipate that coordination among the Lake Region communities will be enhanced in addressing domestic violence in their communities. We also anticipate increased handicap access at the library in Steep Falls.</td>
<td></td>
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<tr>
<td>City of Westbrook</td>
<td>Other government - Local</td>
<td>Non-housing community development</td>
<td>Annual Action Plan 2017</td>
</tr>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>The City of Westbrook consulted with Community Development staff about the eligibility of a project that they ultimately submitted an application for.</td>
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<tr>
<td><strong>10</strong></td>
<td><strong>Town of Windham</strong></td>
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<tr>
<td>Agency/Group/Organization Type</td>
<td>Other government - Local</td>
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<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Non-housing community development</td>
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<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>The Town of Windham consulted with Community Development staff about the eligibility of projects that they ultimately submitted applications for. We anticipate the town will have the ability to analyze building reuses and neighborhood potential in the South Windham Village.</td>
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<tr>
<td><strong>11</strong></td>
<td><strong>Opportunity Alliance</strong></td>
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<tr>
<td>Agency/Group/Organization Type</td>
<td>Housing</td>
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<tr>
<td></td>
<td>Services - Housing</td>
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<td></td>
<td>Services-Children</td>
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<td></td>
<td>Services-homeless</td>
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<tr>
<td></td>
<td>Regional organization</td>
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<td></td>
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<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Housing Need Assessment</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Homelessness Strategy</td>
<td></td>
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<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>The Opportunity Alliance consulted with Community Development staff about the eligibility of projects that they ultimately submitted applications for. We anticipate seeing an improved housing stock and lower incidences of homelessness as a result of the work of TOA.</td>
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<tr>
<td>Agency/Group/Organization</td>
<td>Port Resources</td>
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</tbody>
</table>
| Agency/Group/Organization Type  | Services-Persons with Disabilities
|                                 | Health Agency       |
| What section of the Plan was addressed by Consultation? | Non-Homeless Special Needs |
| Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | Port Resources consulted with Community Development staff about the eligibility of a project that they ultimately submitted an application for. Port Resources provides services for adults with developmental disabilities and behavioral health issues. |
| Agency/Group/Organization       | Town of Scarborough   |
| Agency/Group/Organization Type  | Other government - Local |
| What section of the Plan was addressed by Consultation? | Non-Homeless Special Needs |
| Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The Town of Scarborough consulted with Community Development staff about the eligibility of a project that they ultimately submitted an application for. We anticipate that this consultation will result in improved services for those suffering from substance abuse disorder, helping to address the effects of the opioid crisis in Cumberland County. While these efforts are spearheaded by the Scarborough police department, their services are available to surrounding communities, improving coordination among the municipalities. |
| Agency/Group/Organization       | Greater Portland Council of Governments |
| Agency/Group/Organization Type  | Regional organization
|                                 | Planning organization |
| What section of the Plan was addressed by Consultation? | Market Analysis |

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2017
<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
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<th>What section of the Plan was addressed by Consultation?</th>
<th>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>15</strong> CITY OF PORTLAND</td>
<td>Other government - Local</td>
<td>Housing Need Assessment</td>
<td>We consulted with GPCOG about needs and trends they are seeing in Greater Portland. We consulted with the City of Portland as part of our HOME Consortium, to assess housing needs. We anticipate the outcomes of the consultation will be an increased focus on affordable housing development this year over housing rehab. Also, the Consortium received a 2016 Lead Hazard Control Grant, which will be a focus of City and County efforts.</td>
</tr>
<tr>
<td><strong>16</strong> City of South Portland</td>
<td>Other government - Local</td>
<td>Housing Need Assessment</td>
<td>As one of our two set-aside communities, we consulted with the City of South Portland on their program plans for 2017. We anticipate continuing the provision of a variety of public services, a small amount of housing rehab, and focus on infrastructure and facilities in the West End of the city.</td>
</tr>
<tr>
<td><strong>17</strong> Town of Bridgton</td>
<td>Other government - Local</td>
<td>Non-housing community development</td>
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<tr>
<td>Agency/Group/Organization</td>
<td>Agency/Group/Organization Type</td>
<td>What section of the Plan was addressed by Consultation?</td>
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<tr>
<td>Bridgton Community Center</td>
<td>Community Center, Neighborhood Organization</td>
<td>Public services needs</td>
<td></td>
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Bridgton consulted with the community center about needs in the community. Community Center programs include heating assistance, elderly programs, after school care, community activities, farmer's market, holiday celebrations, classes, "navigator" program.

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<tr>
<th>Agency/Group/Organization</th>
<th>Agency/Group/Organization Type</th>
<th>What section of the Plan was addressed by Consultation?</th>
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<tbody>
<tr>
<td>Redbank Neighborhood Hub</td>
<td>Services - Housing, Services-Children, Services-Elderly Persons, Services-Persons with Disabilities, Services-Health, Services-Education, Services-Employment, Child Welfare Agency, Neighborhood Organization</td>
<td>Public Services needs, facility needs</td>
</tr>
</tbody>
</table>

As one of our two set-aside communities, we consulted with the Town of Bridgton on their program plans for 2017. We anticipate continuing the provision of a variety of public services, and improvements to Main Street and the Bridgton Community Center.
<table>
<thead>
<tr>
<th>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</th>
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<tbody>
<tr>
<td>The Redbank Hub in South Portland provides a variety of services and supports to the low-income Redbank Neighborhood. Consultation provided insight into the needs of the neighborhood, which will be a focus of the 2017 program.</td>
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<tr>
<td>Agency/Group/Organization</td>
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<td>21</td>
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<td>22</td>
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</tbody>
</table>
The Westbrook Development Corporation identified a need for funds for its senior housing developments at Larrabee Commons and Riverview Terrace. The will be receiving HOME funds from the Portland/Cumberland County Consortium in 2017 to develop and rehab low-income senior housing.

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

No types of agencies were excluded from consultation.

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

<table>
<thead>
<tr>
<th>Name of Plan</th>
<th>Lead Organization</th>
<th>How do the goals of your Strategic Plan overlap with the goals of each plan?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continuum of Care</td>
<td>State of Maine</td>
<td>Homelessness Prevention</td>
</tr>
</tbody>
</table>

Table 3 - Other local / regional / federal planning efforts

Narrative

Cumberland County attempts to consult with all of its member communities in the development of the Annual Action Plan. Staff are available to meet with communities to discuss needs and project ideas or proposals throughout the year, and they reach out to communities to initiate these discussions. In identifying their needs and project proposals, our member communities consult with their residents and key community agencies/entities. Several regional organizations and agencies are also key in discussions of community needs and projects throughout the county.
AP-12 Participation - 91.401, 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

Cumberland County, the City of South Portland, and the Town of Bridgton each conducted their own public process to identify funding priorities. All meetings were open to the public.

Cumberland County had an open application process, in which a sub-group from the Municipal Oversight Committee (MOC) reviewed applications and made funding recommendations.

In South Portland, the Community Development Advisory Committee (CDAC) reviewed applications and made recommendations to the South Portland City Council for approval.

In Bridgton, the Community Development Committee (CDC) reviewed applications and made recommendations to the Board of Selectmen for approval.

All project selections then went to the County Commissioners for final approval.
### Citizen Participation Outreach

<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Mode of Outreach</th>
<th>Target of Outreach</th>
<th>Summary of response/attendance</th>
<th>Summary of comments received</th>
<th>Summary of comments not accepted and reasons</th>
<th>URL (if applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Public Meeting</td>
<td>Non-targeted/broad community</td>
<td>On January 18, 2017, the Bridgton Community Development Advisory Committee met to interview public service grant applicants and discuss funding priorities.</td>
<td>Grant applicants spoke in favor of their applications.</td>
<td>All comments were accepted.</td>
<td>n/a</td>
</tr>
<tr>
<td>2</td>
<td>Public Meeting</td>
<td>Non-targeted/broad community</td>
<td>On February 1, 2017, the Bridgton Community Development Advisory Committee met to discuss CDBG funding.</td>
<td>There were no comments from the public.</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td>3</td>
<td>Public Meeting</td>
<td>Non-targeted/broad community</td>
<td>On February 3, 2017 the Bridgton Community Development Advisory Committee met to discuss CDBG funding.</td>
<td>There were no comments from the public.</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
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<tr>
<td>4</td>
<td>Public Meeting</td>
<td>Non-targeted/broad community</td>
<td>On February 15, 2017 the Bridgton Community Development Advisory Committee submitted their recommendations the Bridgton Board of Selectmen.</td>
<td>There were no public comments pertaining to CDBG.</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Public Meeting</td>
<td>Non-targeted/broad community</td>
<td>The Cumberland County Application Review Team held a meeting to hear presentations and ask questions of the CDBG applicants on February 23, 2017. Members of the Review Team and Cumberland County staff were in attendance.</td>
<td>Grant applicants spoke on behalf of their projects. There were no comments from the public.</td>
<td>n/a</td>
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</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>Public Meeting</td>
<td>Non-targeted/broad community</td>
<td>On March 1, 2017 the South Portland Community Development Advisory Committee (CDAC) met to discuss applications and hear presentations from the CDBG applicants.</td>
<td>Applicants and their supporters spoke in favor of the applications.</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Public Meeting</td>
<td>Non-targeted/broad community</td>
<td>The Cumberland County Application Review Team held a meeting March 2, 2017 to discuss applications and develop funding recommendations. Members of the Review Team and Cumberland County staff were in attendance.</td>
<td>There were no comments from the public</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>Sort Order</td>
<td>Mode of Outreach</td>
<td>Target of Outreach</td>
<td>Summary of response/attendance</td>
<td>Summary of comments received</td>
<td>Summary of comments not accepted and reasons</td>
<td>URL (if applicable)</td>
</tr>
<tr>
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<tr>
<td>8</td>
<td>Public Meeting</td>
<td>Non-targeted/broad community</td>
<td>The Municipal Oversight Committee held a meeting on March 9, 2017 to hear the Review Team recommendations. Representatives from Cumberland County member communities were in attendance.</td>
<td>There were no comments from the public.</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Public Hearing</td>
<td>Non-targeted/broad community</td>
<td>Cumberland County staff attended a County Commissioner's meeting on March 13, 2017 to provide an update on the 2017 CDBG program and project selection.</td>
<td>There were no comments from the public on the CDBG item</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>Sort Order</td>
<td>Mode of Outreach</td>
<td>Target of Outreach</td>
<td>Summary of response/attendance</td>
<td>Summary of comments received</td>
<td>Summary of comments not accepted and reasons</td>
<td>URL (If applicable)</td>
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<tr>
<td>10</td>
<td>Public Meeting</td>
<td>Non-targeted/broad community</td>
<td>On March 15, 2017, the South Portland CDAC met to develop funding recommendations for the South Portland City Council. CDAC members and South Portland staff were in attendance.</td>
<td>There were no comments from the public.</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Public Meeting</td>
<td>Non-targeted/broad community</td>
<td>On March 21, 2017, the Bridgton Board of Selectmen approved the recommendations of the CDAC.</td>
<td>There were no public comments pertaining to CDBG.</td>
<td>n/a</td>
<td></td>
</tr>
</tbody>
</table>

On March 15, 2017, the South Portland CDAC met to develop funding recommendations for the South Portland City Council. CDAC members and South Portland staff were in attendance. There were no comments from the public. On March 21, 2017, the Bridgton Board of Selectmen approved the recommendations of the CDAC. There were no public comments pertaining to CDBG.
<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Mode of Outreach</th>
<th>Target of Outreach</th>
<th>Summary of response/attendance</th>
<th>Summary of comments received</th>
<th>Summary of comments not accepted and reasons</th>
<th>URL (If applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>12</td>
<td>Public Meeting</td>
<td>Non-targeted/broad community</td>
<td>The Municipal Oversight Committee held a meeting on March 23, 2017 to adopt recommendations for the 2017 CDBG and HOME programs. Representatives from Cumberland County member communities were in attendance.</td>
<td>There were no comments from the public</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Newspaper Ad</td>
<td>Non-targeted/broad community</td>
<td>A public notice was published in the Portland Press Herald on April 1, 2017 notifying the public of the public hearings and comment period for the 2017 Cumberland County Annual Action Plan.</td>
<td>No public comments were received.</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>Sort Order</td>
<td>Mode of Outreach</td>
<td>Target of Outreach</td>
<td>Summary of response/attendance</td>
<td>Summary of comments received</td>
<td>Summary of comments not accepted and reasons</td>
<td>URL (If applicable)</td>
</tr>
<tr>
<td>------------</td>
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<td>--------------------</td>
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<td>-----------------------------------------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>14</td>
<td>Public Hearing</td>
<td>Non-targeted/broad community</td>
<td>On April 3, 2017 South Portland staff presented the CDAC funding recommendations to the South Portland City Council.</td>
<td>One member of the public commented that he was in favor of the CDAC recommendations and commended their work.</td>
<td>All comments were accepted.</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Public Hearing</td>
<td>Non-targeted/broad community</td>
<td>On April 11, 2017 the County Commissioners held a public hearing on the proposed 2017 CDBG and HOME project funding.</td>
<td>There were no comments from the public on the CDBG and HOME funding</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Public Meeting</td>
<td>Non-targeted/broad community</td>
<td>On May 8, 2017 the County Commissioners met and approved the 2017 Action Plan as proposed.</td>
<td>There were no comments from the public</td>
<td>n/a</td>
<td></td>
</tr>
</tbody>
</table>

Table 4 - Citizen Participation Outreach

Annual Action Plan  
2017
Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

Throughout the planning process, Cumberland County did not know its annual allocation amount. Initial plans were made assuming level funding from last year. For County projects, the Municipal Oversight Committee made the contingency recommendation that in the event that more funds were received than anticipated, that the funds would go towards fully funding the Standish Steep Falls Library project. If less funds were received, they recommended reviewing all funding again to make adjustments. For South Portland projects, the South Portland City Council made the contingency recommendation of proportionally increasing or decreasing all recommended projects to fit the actual budget. In Bridgton, the Board of Selectmen made project recommendations and left administration funds to be increased or decreased depending on the actual allocation, and in compliance with the cap.

In June, Cumberland County was notified of its allocation of $1,390,296. The South Portland set-aside was calculated as 23% of the City of Portland’s CDBG allocation, which is $401,457 and the Bridgton set-aside is 45% of South Portland, or $180,656.

Anticipated Resources

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 1 | | Expected Amount Available Remainder of ConPlan |
|---------|-----------------|---------------|---------------------------------| | |
| | | | Annual Allocation: $ | Program Income: $ | Prior Year Resources: $ | Total: $ | | |

Annual Action Plan
2017
<table>
<thead>
<tr>
<th>Program</th>
<th>Source of Funds</th>
<th>Uses of Funds</th>
<th>Expected Amount Available Year 1</th>
<th>Expected Amount Available Remainder of ConPlan</th>
<th>Narrative Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDBG</td>
<td>public-federal</td>
<td>Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services</td>
<td>$1,390,296 0 57,295 1,447,591 4,000,000</td>
<td>Given political uncertainty it is impossible to predict the amount of CDBG funds available for the remainder of the Con Plan period, but if funding continues to be similar to recent years, then approximately $4,000,000 is anticipated in the next 3 years.</td>
<td></td>
</tr>
</tbody>
</table>

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

There are no Federal matching requirements for CDBG program funds. Many activities funded by the CCEJ are matched by at least 20% from local or private sources. Our housing rehabilitation activities historically leverage funds from the Maine State Housing Authority.

Annual Action Plan 2017
If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Cumberland County does not intend to address the needs indentified in the plan with publically owned land or property located within the jurisdiction

Discussion

Cumberland County's annual allocation is expected to be similar to the last several years. A small amount of prior year resources are also available, for an anticipated total of $1,447,591.
## Annual Goals and Objectives

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

### Goals Summary Information

<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
<th>Goal Outcome Indicator</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Public Facility Improvements</td>
<td>2016</td>
<td>2020</td>
<td>Non-Housing Community</td>
<td>Cumberland County&lt;br&gt;Eligible Census Block Groups&lt;br&gt;Town of Bridgton</td>
<td>Public Facility Improvements</td>
<td>CDBG: $391,828 &lt;br&gt;Activities other than Low/Moderate Income Housing Benefit: 12698 Persons Assisted</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Public Infrastructure Improvements</td>
<td>2016</td>
<td>2020</td>
<td>Non-Housing Community</td>
<td>Bridgton Downtown&lt;br&gt;South Portland Redbank Neighborhood&lt;br&gt;Cumberland County</td>
<td>Public Infrastructure Improvements</td>
<td>CDBG: $397,292 &lt;br&gt;Activities other than Low/Moderate Income Housing Benefit: 3582 Persons Assisted</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Housing Rehabilitation</td>
<td>2016</td>
<td>2020</td>
<td>Affordable Housing</td>
<td>Cumberland County&lt;br&gt;City of South Portland</td>
<td>Housing Rehabilitation</td>
<td>CDBG: $226,565 &lt;br&gt;Rehabilitated: 47 Household Housing Unit</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Public Services</td>
<td>2016</td>
<td>2020</td>
<td>Non-Housing Community</td>
<td>Cumberland County&lt;br&gt;City of South Portland&lt;br&gt;Town of Bridgton</td>
<td>Public Services</td>
<td>CDBG: $195,829 &lt;br&gt;Public service activities other than Low/Moderate Income Housing Benefit: 2500 Persons Assisted Homelessness Prevention: 100 Persons Assisted</td>
<td></td>
</tr>
</tbody>
</table>
### Table 6 – Goals Summary

<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
<th>Goal Outcome Indicator</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>Community Planning</td>
<td>2016</td>
<td>2020</td>
<td>Planning</td>
<td>Cumberland County</td>
<td>Planning</td>
<td>CDBG: $26,615</td>
<td>Other: 2 Other</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>City of South Portland</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Goal Descriptions**

<table>
<thead>
<tr>
<th>Goal Name</th>
<th>Public Facility Improvements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Goal Description</td>
<td>The majority of Cumberland County's 2017 CDBG funds will go towards public facility improvements. Projects are planned in Bridgton, Casco, Freeport, Harpswell, Long Island, and Standish.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Goal Name</th>
<th>Public Infrastructure Improvements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Goal Description</td>
<td>Public infrastructure improvements is the second largest category of funding for the 2017 Cumberland County CDBG program. Projects are proposed in Bridgton, Long Island, and South Portland.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Goal Name</th>
<th>Housing Rehabilitation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Goal Description</td>
<td>Housing rehabilitation is planned county-wide. There are also specific housing rehab programs planned in Harpswell and South Portland.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Goal Name</th>
<th>Public Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Goal Description</td>
<td>The set-aside communities of South Portland and Bridgton will continue their robust public service programs, which fund a variety of needs in their communities including food access, heating assistance, domestic violence services, and neighborhood services. The County program will fund a substance abuse treatment program through the Scarborough Police Department, and domestic violence and homelessness prevention services county-wide.</td>
</tr>
<tr>
<td>5</td>
<td>Goal Name</td>
</tr>
<tr>
<td>---</td>
<td>-----------</td>
</tr>
<tr>
<td>Goal Description</td>
<td>The Town of Windham will conduct a building reuse study for abandoned properties in the South Windham Village. The City of South Portland will conduct an outdoor recreation needs assessment to supplement the West End Master Plan.</td>
</tr>
</tbody>
</table>
AP-35 Projects - 91.420, 91.220(d)

Introduction

The Community Development Block Grant (CDBG) program will enable Cumberland County to channel $1.39 million of new 2017 funding resources into public facilities and infrastructure, housing, and social services to benefit low/moderate income communities and residents.

With its 2017 CDBG program allocation and reprogrammed funds, Cumberland County plans to expend $789,120 for Public Facilities and Infrastructure, $226,565 for Housing Activities; $195,829 for Social/Public Services; $26,615 for Planning Activities; and $205,773 for Program Administration. The greatest detail of expenditures and annual goals are listed at the activity level; which can be found in the "2017 Activity Funding & Goals" section located in the Appendix of this Action Plan.

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

<table>
<thead>
<tr>
<th>#</th>
<th>Project Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Program Administration</td>
</tr>
<tr>
<td>2</td>
<td>Public Facilities and Infrastructure</td>
</tr>
<tr>
<td>3</td>
<td>Public Services</td>
</tr>
<tr>
<td>4</td>
<td>Housing Rehabilitation</td>
</tr>
<tr>
<td>5</td>
<td>Planning</td>
</tr>
</tbody>
</table>

Table 7 – Project Information

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

The Cumberland County Community Development program maintains broad priorities of public infrastructure and facilities, housing, public services, and planning, in order to meet the needs of variable and diverse communities. The jurisdiction includes cities, suburban and rural communities, and islands, all of which have different needs and priorities for which they seek CDBG funding. The program continues to set-aside funds specifically for South Portland and Bridgton annually, based on agreements made in 2006 when the Cumberland County Community Development program was launched.

The largest obstacle to addressing needs is the amount of funds. Request for funds always exceed available resources, and the amount of funding each year continues to diminish, while community needs do not.
<table>
<thead>
<tr>
<th>Project Name</th>
<th>Program Administration</th>
</tr>
</thead>
</table>
| **Target Area** | Cumberland County  
| | City of South Portland  
| | Town of Bridgton |
| **Goals Supported** | Housing Rehabilitation  
| | Public Facility Improvements  
| | Public Infrastructure Improvements  
| | Public Services  
| | Community Planning |
| **Needs Addressed** | Housing Rehabilitation  
| | Public Facility Improvements  
| | Public Infrastructure Improvements  
| | Public Services  
| | Planning |
| **Funding** | CDBG: $205,773 |
| **Description** | Administration of the CDBG program for the County, South Portland, and Bridgton |
| **Target Date** | 6/30/2018 |
| **Estimate the number and type of families that will benefit from the proposed activities** |  |
| **Location Description** | Cumberland County Entitlement Jurisdiction |
| **Planned Activities** | Administration supports all activities funded throughout the Cumberland County Entitlement Jurisdiction |

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Public Facilities and Infrastructure</th>
</tr>
</thead>
</table>
| **Target Area** | Bridgton Downtown  
| | South Portland Redbank Neighborhood  
| | Cumberland County  
| | Eligible Census Block Groups |
| **Goals Supported** | Public Facility Improvements  
| | Public Infrastructure Improvements |
| **Needs Addressed** | Public Facility Improvements  
<p>| | Public Infrastructure Improvements |
| <strong>Funding</strong> | CDBG: $789,120 |</p>
<table>
<thead>
<tr>
<th>Description</th>
<th>The majority of Cumberland County's 2017 CDBG funds will go towards facility and infrastructure projects in 7 of our member communities.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Date</td>
<td>12/31/2018</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>It is estimated that 17,162 people will benefit from these activities, or about 8,000 families. A majority of these families will be low-income.</td>
</tr>
</tbody>
</table>
| Location Description                                                      | Bridgton: Main Street in downtown Bridgton will have streetscape and sidewalk improvements. The Community Center, also located downtown, will get a new roof.  
Casco: Memorial Park located on Poland Spring Road, on the south end of Parker Pond, will see improvements to the concession stand and ball field.  
Freeport: the low-income Wardtown Mobile Home Park will get an upgraded water system and community space.  
Harpwell: Orr's & Bailey Island are a low-income census block, and their fire station will be renovated.  
Long Island: the year round population of this island in Casco Bay only reaches over 200 people, the majority of which are low income. Funds will improve the safety of their wharf for rescue boats to the mainland and create a new health clinic at the Learning Center on Fern Avenue.  
South Portland: South Portland will focus 2017 funds in the Redbank/Brick Hill area, also known as the West End of the City. This area lies between the Portland Jetport and the Maine Mall, is predominantly rental housing, and 80% low income.  
Standish: The Steep Falls neighborhood will install handicap access at their historic library on Pequawket Trail. |
| Planned Activities                                                                 | 1) Bridgton Lower Main Street Sidewalk & Streetscape  
|                                                                                   | 2) Bridgton Community Center Roof  
|                                                                                   | 3) Bridgton Pondicherry Square & Monument Intersection Plans  
|                                                                                   | 4) Casco Parks & Recreation Facility  
|                                                                                   | 5) Freeport Wardtown Park Improvements  
|                                                                                   | 6) Harpswell Fire Station Renovations  
|                                                                                   | 7) Long Island Health Clinic  
|                                                                                   | 8) Long Island Wharf Improvements  
|                                                                                   | 9) South Portland West End Infrastructure & Facilities  
|                                                                                   | 10) Standish Steep Falls Library Handicap Access |

| Project Name                                                                 | Public Services |
| Target Area                                                                  | South Portland Redbank Neighborhood  
|                                                                              | Cumberland County  
|                                                                              | City of South Portland  
|                                                                              | Town of Bridgton |

| Goals Supported                                                              | Public Services |
| Needs Addressed                                                             | Public Services |
| Funding                                                                     | CDBG: $195,829 |
| Description                                                                 | The County will fund a variety of public services in particular communities and also regionally, throughout the county. |
| Target Date                                                                 | 6/30/2018 |
| Estimate the number and type of families that will benefit from the proposed activities | About 1,000 low income families will benefit from these proposed activities. |
| Location Description                                                        | South Portland and Bridgton will both fund a variety of public service programs particular to their community. Operation Hope, administered by Scarborough, will assist individuals suffering from substance abuse disorder throughout the County. Family Crisis Services will provide domestic violence services to the Lakes Region, and Opportunity Alliance will work to prevent homelessness county-wide. |

Annual Action Plan
2017
| Planned Activities | 1) The Opportunity Alliance - Homelessness Prevention  
2) Scarborough - Operation Hope, Substance Abuse Treatment  
3) Standish - Lake Region Domestic Violence Outreach  
4) Bridgton Community Kettle Dinners  
5) Bridgton Navigator Program  
6) Bridgton Food Pantry  
7) Bridgton Domestic Violence Services  
8) Bridgton Elementary School Backpack Food Program  
9) South Portland Summer Camp Scholarships  
10) South Portland Heating Assistance  
11) South Portland Free Bus Passes  
12) South Portland Domestic Violence Services  
13) South Portland Redbank Neighborhood Resource Hub  
14) South Portland Meals on Wheels  
15) South Portland Food Cupboard |

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Housing Rehabilitation</th>
</tr>
</thead>
</table>
| Target Area | Cumberland County  
City of South Portland |
| Goals Supported | Housing Rehabilitation |
| Needs Addressed | Housing Rehabilitation |
| Funding | CDBG: $226,565 |
| Description | The County will fund housing rehabilitation county-wide as well as specific programs in South Portland and Harpswell. |
| Target Date | 12/31/2018 |
| Estimate the number and type of families that will benefit from the proposed activities | About 47 families will benefit from housing rehabilitation this year. All of them will be low-income. |
| Location Description | The County will fund housing rehabilitation county-wide as well as specific programs in South Portland and Harpswell. |
| Planned Activities | 1) Regional Housing Rehabilitation  
2) South Portland Housing Rehabilitation  
3) Harpswell Senior Housing Weatherization |
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Name</td>
<td>Planning</td>
</tr>
</tbody>
</table>
| Target Area       | Cumberland County  
City of South Portland                                                              |
| Goals Supported   | Community Planning                                                              |
| Needs Addressed   | Planning                                                                        |
| Funding           | CDBG: $26,615                                                                   |
| Description       | The county will fund two planning studies this year; one in South Portland and one in Windham. |
| Target Date       | 6/30/2018                                                                       |
| Estimate the number and type of families that will benefit from the proposed activities | n/a                                                                             |
| Location Description | The South Portland planning study will assess the outdoor recreation needs of the West End of the city. The Windham study will assess the re-use potential of vacant buildings in South Windham Village. |
| Planned Activities | 1) Windham Building Re-use Study  
2) South Portland West End Outdoor Recreation Needs Assessment |
AP-50 Geographic Distribution - 91.420, 91.220(f)

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

1) Town of Bridgton, downtown
2) City of South Portland, West End neighborhood
3) Town of Long Island
4) Town of Casco
5) Town of Harpswell, Orr's & Bailey Island
6) Town of Freeport, Wardtown Park
7) Lakes Region
8) Cumberland County region-wide

Geographic Distribution

<table>
<thead>
<tr>
<th>Target Area</th>
<th>Percentage of Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bridgton Downtown</td>
<td>9</td>
</tr>
<tr>
<td>South Portland Redbank Neighborhood</td>
<td>20</td>
</tr>
<tr>
<td>Cumberland County</td>
<td>16</td>
</tr>
<tr>
<td>Eligible Census Block Groups</td>
<td>17</td>
</tr>
<tr>
<td>Westbrook Brown Street Neighborhood</td>
<td></td>
</tr>
<tr>
<td>City of South Portland</td>
<td></td>
</tr>
<tr>
<td>Town of Bridgton</td>
<td></td>
</tr>
</tbody>
</table>

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

1) South Portland receives a set-aside of CDBG funds. Redbank, or the West End, is the poorest neighborhood in the city where over 80% of households are low-income and predominantly rental housing. The city will focus its resources on improving the infrastructure and facilities, such as the community center, resource hub, and pedestrian amenities in this neighborhood.

2) Bridgton also receives a set-aside of CDBG funds. 48% of households in the town are low-income. The community is concentrating efforts to improve public facilities, such as the community center, and
infrastructure in its downtown, where 53% of households are low income.

3) Funds distributed throughout Cumberland County for housing rehabilitation and public services income-qualify clients or households individually.

4) Funds distributed to other towns in the county are for projects in income-eligible block groups or communities. This year those include the Towns of Casco and Long Island and portions of the Town of Harpswell and a neighborhood in the Town of Freeport, all of which qualify as low-income areas.

5) Family Crisis Services has identified a need for outreach to victims of domestic violence, specifically in the Lakes Region.

Discussion

The Cumberland County Entitlement Jurisdiction has two municipal set-aside grantees - the Town of Bridgton and the City of South Portland. Funds are always distributed within these two communities. Both are utilizing their funds in locations most in need of investment. The program utilizes a significant amount of resources for "regional" activities, i.e. Homeless Prevention, Housing Rehabilitation, and Substance Abuse Treatment. Domestic Violence Services & Prevention will be focused on the Lakes Region. This year funds will be used for 5 infrastructure or facilities activities that benefit an area in the communities of Casco, Harpswell, Freeport, and Long Island.
Introduction

The Cumberland County Community Development program funds activities to foster and maintain affordable housing, provide social services to low-income individuals and families, and improve public facilities and infrastructure in low-income neighborhoods and communities.

Actions planned to address obstacles to meeting underserved needs

The principle obstacle to meeting underserved needs is financial. The program has minimal resources relative to the enormity of the task at hand. Given available funds, they are expended wisely to meet basic needs, enhance facilities and infrastructure, and improve housing conditions.

Actions planned to foster and maintain affordable housing

1) Regional housing rehabilitation program

2) Town of Harpswell Senior Home Repair program

3) City of South Portland housing rehabilitation program

Actions planned to reduce lead-based paint hazards

All housing rehabilitation activities will be completed consistent with the lead-based paint regulations. Additionally, Cumberland County in partnership with the City of Portland has received and are implementing a 2016 Lead Hazard Control grant.

Actions planned to reduce the number of poverty-level families

The reduction of the number of poverty-level families has proven a difficult challenge to meet for decades - not simply in Cumberland County but throughout the country. Every activity we fund in some way serves to assist low-income individuals and families. 1) Our homeless prevention program works to keep families housed; 2) The Redbank Resource HUB in Redbank, South Portland and the Navigator at
the Bridgton Community Center serve to foster connections between families, educational resources, job training and basic needs; 3) The provision of bus passes in South Portland provides transportation to employment, medical care, services, etc; 4) The regional housing rehabilitation and South Portland weatherization and rehabilitation programs reduce housing costs and maintain families in their homes. The Town of Harspswell home repair program will enable seniors to reduce their housing costs and maintain their homes.

**Actions planned to develop institutional structure**

No actions are planned to further develop institutional structure.

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

The Opportunity Alliance, the regional Community Action Program and our public housing and private non-profit affordable housing providers have been working together for decades. "Enhanced" coordination has not been identified as a particular need at this time.

**Discussion**
Program Specific Requirements
AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)

Introduction

Cumberland County has no program income to reprogram, section 108 loan proceeds, surplus funds from urban renewal, income from float funded activities, or grant funds returned to the line of credit. There are no funds designated for the urgent need national objective. All projects, excluding planning and administration, will benefit persons of low-moderate income.

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

Total Program Income: 0

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. 90.00%

Annual Action Plan
2017
Discussion

Except for planning and administration activities, all other activities (over 80%) will benefit persons of low and moderate income. This is true of program year 2017 as well as the three year range of program years 2016-2018.
APPENDIX

SF 424

&

Certifications
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.

Uniform Relocation Act and 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, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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

1. 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;

2. 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

3. 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 Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.

[Signature of Authorized Official]  [Date]

[Title]
Specific Community Development Block Grant 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 plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, 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 CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having 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 (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2016 - 2018 [a period specified by the grantee 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.

3. 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.

In addition, 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:

1. 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

2. 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.
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 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

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

[Signature of Authorized Official]

[Title]

[Date]
APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

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.
Application for Federal Assistance SF-424

**1. Type of Submission:**
- [X] Preapplication
- [X] Application
- [ ] Changed/Corrected Application

**2. Type of Application:**
- [X] New

**3. Date Received:**

**4. Applicant Identifier:**

**5a. Federal Entity Identifier:**

**5b. Federal Award Identifier:**

**State Use Only:**

**6. Date Received by State:**

**7. State Application Identifier:**

**8. APPLICANT INFORMATION:**

**a. Legal Name:** Cumberland County, Maine

**b. Employer/Taxpayer Identification Number (EIN/TIN):** 01-6000004

**c. Organizational DUNS:** 0347026700000

**d. Address:**

- **Street1:** 142 Federal Street
- **City:** Portland
- **State:** ME: Maine
- **Country:** USA: UNITED STATES
- **Zip / Postal Code:** 04101-6433

**e. Organizational Unit:**

- **Department Name:** Executive Office
- **Division Name:** Community Development

**f. Name and contact information of person to be contacted on matters involving this application:**

- **Prefix:**
- **First Name:** Maeve
- **Middle Name:**
- **Last Name:** Pistrang
- **Suffix:**

**Title:** Community Development Director

**Organizational Affiliation:**

Cumberland County Community Development Office

**Telephone Number:** 207-699-1906

**Email:** pistrang@cumberlandcounty.org
Application for Federal Assistance SF-424

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

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:
   U.S. 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.):

* 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

16. Congressional Districts Of:
   * a. Applicant
   * b. Program/Project

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

17. Proposed Project:
   * a. Start Date: 07/01/2017
   * b. End Date: 06/30/2018

18. Estimated Funding ($):
   * a. Federal 1,390,296.00
   * b. Applicant
   * c. State
   * d. Local
   * e. Other
   * f. Program Income
   * g. TOTAL 1,390,296.00

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 06/22/2017.
   [ ] 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 in attachment.)
   [ ] Yes [ ] No

   If "Yes", provide explanation and attach

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:  * First Name: James
Middle Name:  
* Last Name: Gailey
Suffix:  
* Title: County Manager
* Telephone Number: 207-871-8380  Fax Number:  
* Email: gailey@cumberlandcounty.org

* Signature of Authorized Representative:  
* Date Signed: 06-20-17
Commissioner's Meeting Votes
May 8, 2017

Motion: Adopt 2017 Annual Action Plan – Community Development Block Grant (CDBG) program; First Public Hearing held on April 11, 2017; Second Public Hearing held on May 8, 2017.

Voted: 6-0

Motion: Authorize James H. Gailey, Interim County Manager to execute all required Certifications, Applications and Documents in conjunction with the submittal of the 2017 Annual Action Plan.

Voted: 5-0

Susan E. Witonis
Chair
Cumberland County Commissioners
APPENDIX

Public Hearing & Notices
NOTICE OF PUBLIC HEARINGS
CUMBERLAND COUNTY, MAINE
PETER FEENEY CONFERENCE ROOM
CUMBERLAND COUNTY COURT HOUSE
142 Federal Street
Portland, Maine 04101

Tuesday, April 11, 2017, 5:30PM
Monday, May 8, 2017, 5:30 PM
Comments from All Interested Parties

You are invited to attend public hearings to give your opinion on the proposed 2017 Annual Action Plan for the Cumberland County Community Development program, and an amendment to add land acquisition for affordable housing to the Five Year Consolidated Plan. Comments both verbal and written are invited.

The primary objective of the Cumberland County Community Development program is the development of viable communities including decent housing, a suitable living environment, and expanding economic opportunities, principally for persons of low and moderate income and to aid in the prevention and elimination of slum and blight.

Funds for the Community Development Program come from the U.S. Department of Housing & Urban Development. Eligible activities include public infrastructure and facilities, housing development, rehabilitation and preservation, economic development, public services, planning and eligible administrative costs. Cumberland County will use at least 70% of Community Development Block Grant Funds (CDBG) either directly or indirectly to benefit persons of low to moderate income.

COMMUNITY DEVELOPMENT BLOCK GRANT – 2017 estimated budget

<table>
<thead>
<tr>
<th>Program Activities</th>
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More detailed information on the CDBG program and the eligible activities is available at the Cumberland County Community Development Office, 142 Federal Street, Portland, Maine, 04101 or by telephone 207-699-1905.
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MEMORANDUM

TO: Chair Witonis & Commissioners Cloutier, Coward, Gorden & Jamieson

FROM: Aaron Shapiro, Community Development Director

DATE: April 11, 2017

RE: 11th Year Community Development Program

Two public hearings will be held on the use of Community Development Block Grant (CDBG) funds for 2016: April 11th and May 8th. Final vote by the Commissioners endorsing our 2017 HUD Annual Action Plan is scheduled for the May 8, 2017 meeting. The plan will be submitted to HUD on May 12th.

The purpose of this memo, in advance of the April 10th Commissioner’s Meeting is threefold:

1. Identify CDBG grant funds for 2017
2. Review the application process for selecting CDBG projects
3. Familiarize you with the projects and programs recommended for funding

Available Grant Funds for 2017

CDBG Allocation: The 2017 CDBG allocation from HUD has not yet been determined. We’ve been told to plan for “level funding”. The total Cumberland County Community Development HUD/CDBG allocation for 2016 was $1,388,065.

For the Cumberland County “non set-aside communities”, an additional $57,295 is available to re-program from activities that utilized less funds then originally granted.

The total allocation is divided into four components:

1. Total Administrative Costs: $230,000
   - County Administration: $130,000
   - South Portland Administration: $65,000
   - Bridgton Administration: $35,000

2. County Community & Regional Grants: $660,617 (2017 allocation); $57,295 (re-programmed prior year funds): Total = $717,912

3. Town of Bridgton Activities: $153,600

4. City of South Portland Activities: $362,033
I. Accepting and Selecting Applications

The process for selecting "county" (not South Portland or Bridgton) applications for 2017 was basically the same as it's been for the past six years.

- Applications distributed October 25, 2016
- Application workshop November 9, 2016
- Pre-applications submitted by December 15, 2016
- Final applications submitted February 2, 2017

Following submission, applications were distributed to the Application Review Team. Team members were: David Galbraith, Chair (Gorham); Jim Gailey, (Cumberland County); Tom Gruber (Cumberland); Will Johnston (New Gloucester); Maeve Pistrang (South Portland & Cumberland County); Terri-Lynn Sawyer (Harpswell); Kathy Tombarelli (Gray)

Team members reviewed the applications and assigned scores based upon established criteria. This year’s application and scoring system was essentially unchanged from 2013, again affording an opportunity for applicants to present to the Review Team. Applicants met with the review team on February 23rd to briefly present their projects and answering questions.

<table>
<thead>
<tr>
<th>General Program Applicants</th>
<th>Planning Program Applications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project description – 10 points</td>
<td>Description of problem – 35 points</td>
</tr>
<tr>
<td>Project management – 10 points</td>
<td>Strategy to complete planning project – 30 points</td>
</tr>
<tr>
<td>Implementation schedule – 5 points</td>
<td>Readiness to proceed – 30 points</td>
</tr>
<tr>
<td>Readiness to proceed – 20 points</td>
<td>Multi-jurisdictional bonus – 5 points</td>
</tr>
<tr>
<td>Need for the project – 20 points</td>
<td></td>
</tr>
<tr>
<td>Need for CDBG funds – 15 points</td>
<td></td>
</tr>
<tr>
<td>Budget – 5 points</td>
<td></td>
</tr>
<tr>
<td>Distress score – 0-10 points</td>
<td></td>
</tr>
<tr>
<td>Multi-jurisdictional bonus – 5 points</td>
<td></td>
</tr>
</tbody>
</table>

Raw scores were totaled and converted to ordinal rankings for each reviewer. The ordinal rankings were averaged across all scorers to form a total group ranking. This rank order of projects, 1 to 19, became the working list. With limited exception, the result of the collective rank order of applications became the basis for the allocation of funds.

II. Projects, Programs & Activities Recommended for Funding

The Municipal Oversight Committee (MOC) recommends 11 project/program grants for funding to the County Commissioners. Of these, two are region-wide activities and nine are community-based projects. Two of the community-based projects serve multiple communities.
“Cumberland County CDBG”: Projects, Programs & Activity Funding

CDBG funds awarded: $700,988

2017 Program Funds $660,617
Re-allocated Funds $ 57,295
Not Yet Awarded $ 16,924

Regional vs. community projects:
Regional projects: $ 233,000
Community projects: $ 467,988

Funding by project type:
Public Service $ 111,010
Public Facilities $ 366,028
Housing Rehabilitation $ 211,950
Planning $ 12,000

County Administration $ 130,000

Project & Funding Recommendations

Public Service

The Opportunity Alliance (TOA) – Homelessness Prevention $ 50,000
Case management and one-time financial assistance supporting clients at-risk of homelessness or are experiencing homelessness.

Scarborough – Substance Abuse Treatment $ 33,000
Funds will provide for medically enhanced substance abuse treatment in a program sponsored by the Scarborough Police Department. Community based program that will serve the region.

Standish (Lead) – Domestic Violence Prevention, Rural Outreach $ 28,010
Family Crisis Services provides domestic violence prevention outreach efforts in five rural communities: Windham, Standish, Casco, Raymond and Naples. Services include assistance filing protective orders, safety planning, court and individual advocacy, support groups, public awareness events, and referrals to service providers.

Housing

Harpwell – Senior Housing Rehabilitation $61,950
In conjunction with Habitat-For-Humanity funds will purchase materials needed to perform weatherization and minor home repairs for seniors. Work will be completed by Habitat volunteers.

The Opportunity Alliance (TOA) – Housing Rehabilitation $150,000
Assistance for low-income households to repair or replace malfunctioning heating systems and other home repair needs.
Public Facilities

Casco – Park & Recreation Facility Development $54,200
Development of Casco Memorial Park & Recreation Facility including associated concessions & bath room septic system.

Freeport – Wardtown Park Water System Improvements & Community Building Development $44,000
Wardtown Park is a manufactured housing park off Rt. #125 in North Freeport. The project contains two elements: Installation of new water system tanks and the relocation, foundation and utility hook-ups to place a retired "portable" classroom on-site to serve as a community center.

Harpswell – Fire Station Renovations $61,828
Conversion of the second floor of the Orr’s & Bailey Islands Fire Station into living space for overnight fire and rescue personnel.

Long Island – Wharf Expansion $70,000
Expansion of Mariner’s Wharf to better accommodate fuel barges, utility company vessels, Town rescue (ambulance) boat and water taxis. Project includes wave suppression system to improve safe transfer to the rescue boat.

Long Island – Medical Clinic Improvements $30,000
Development of a “telehealth” clinic and handicap accessible bathing facility in the lower level of the Long Island Learning Center.

Standish – Steep Falls Library Handicap Access $106,000
Construction of a handicap access ramp in the front of the historic Steep Falls Library.

Planning

Windham – Building Re-use Study $12,000
Analysis of potential re-use of the South Windham Fire Station and the former Andrews School.

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 integrated with the County’s program.

Town of Bridgton:

2017 Set-Aside Allocation $185,415
Program Administration $31,815
Public Facilities

<table>
<thead>
<tr>
<th>Project</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lower Main Street Re-construction</td>
<td>$45,000</td>
</tr>
<tr>
<td>Community Center Roof</td>
<td>$65,000</td>
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<tr>
<td>Intersection Reconstruction – Construction Plans</td>
<td>$19,000</td>
</tr>
</tbody>
</table>

Public Services

<table>
<thead>
<tr>
<th>Service</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Family Crisis Service</td>
<td>$4,000</td>
</tr>
<tr>
<td>Food Pantry</td>
<td>$7,500</td>
</tr>
<tr>
<td>Community Kettle Dinners Program</td>
<td>$2,000</td>
</tr>
<tr>
<td>Community Center Navigator Program</td>
<td>$6,100</td>
</tr>
<tr>
<td>School Backpack Food Program</td>
<td>$5,000</td>
</tr>
</tbody>
</table>

City of South Portland:

2017 Set-Aside Allocation $412,033

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 Coordinator in both Cumberland County and South Portland. South Portland finalized its selection of CDBG funded programs, projects and activities at their City Council meeting on April 3, 2017.

Housing $15,000

Emergency Housing Rehabilitation program

Public Facilities/Infrastructure $270,228

West End Infrastructure

Public Services $61,805

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

Program Administration $50,000

The funds pay salaries, benefits and basic office supplies, phone and technology required for the activities of South Portland's Community Development Office.
West End Outdoor Recreation Needs Assessment $15,000

**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 anticipate an allocation of funds of $322,233 + $9,464 (repaid loan funds). **The same uncertainty surrounding CDBG effects HOME funds.** 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.

In prior years a significant portion of the HOME allocation has been devoted to housing rehabilitation – (70% ($225,000) in 2016). There remains a large balance in the rehabilitation account.

The MOC reviewed a request from the Westbrook Development Corporation (Westbrook Housing Authority) to fill a funding gap at two projects. 1) The rehabilitation of 83 units of senior and handicap units at Riverview Terrace and, 2) The construction of 38 units of senior housing at Larrabee Commons. These projects are in a “make or break” situation with a critical need to fill the funding gap – or potentially lose millions of development funds.

**Proposed Budget:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reprogrammed prior-year housing rehab funds</td>
<td>$241,062</td>
</tr>
<tr>
<td>New 2017 funds</td>
<td>218,938</td>
</tr>
<tr>
<td>Rehab &amp; New Construction – Westbrook</td>
<td>$460,000</td>
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<tr>
<td>Housing Rehabilitation</td>
<td>$103,295</td>
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</tbody>
</table>
MEMORANDUM

TO: Chair Witonis & Commissioners Cloutier, Coward, Gorden & Jamieson
FROM: Aaron Shapiro, Community Development Director
DATE: May 8, 2017
RE: 11th Year Community Development Program

Two public hearings are held each year concerning the allocation and distribution of Community Development Block Grant (CDBG) funds. The 1st hearing was conducted at your April 11th meeting with the 2nd held on May 8th. Our “Annual Action Plan” describes the allocation of funds for projects and activities in Cumberland County.

The plan will be submitted to HUD on May 12th or as soon as we know our final CDBG funding allocation.

The purpose of this memo, in advance of the May 8th Commissioner’s Meeting is two-fold:

1. Identify CDBG grant funds for 2017
2. Review the application process for selecting CDBG projects

Available Grant Funds for 2017

CDBG Allocation: The 2017 CDBG allocation from HUD has not yet been determined. We’ve been told to plan for “level funding”. The total Cumberland County Community Development HUD/CDBG allocation for 2016 was $1,388,065.

For the Cumberland County “non set-aside communities”, an additional $57,295 is available to re-program from activities that utilized less funds then originally granted.

The total allocation is divided into four components:

1. **Total Administrative Costs:** $211,000
   - County Administration: $130,000
   - South Portland Administration: $50,000
   - Bridgton Administration: $31,000

2. **County Community & Regional Grants:** $660,617 (2017 allocation); $57,295 (re-programmed prior year funds): Total = $717,912

3. **Town of Bridgton Activities:** $154,400

4. **City of South Portland Activities:** $362,033
“Cumberland County CDBG”: Projects, Programs & Activity Funding

“Cumberland County” are the group of 23 communities that compete for funds. It does not include the set-aside communities of South Portland and Bridgton.

CDBG funds awarded: $700,988

2017 Program Funds $660,617
Re-allocated Funds $57,295
Not Yet Awarded $16,924

Regional vs. community projects:

Regional projects: $233,000
Community projects: $467,988

Funding by project type:

Public Service $111,010
Public Facilities $366,028
Housing Rehabilitation $211,950
Planning $12,000

County Administration $130,000

Project & Funding Recommendations

Public Service

The Opportunity Alliance (TOA) – Homelessness Prevention $50,000
Case management and one-time financial assistance supporting clients at-risk of homelessness or are experiencing homelessness.

Scarborough – Substance Abuse Treatment $33,000
Funds will provide for medically enhanced substance abuse treatment in a program sponsored by the Scarborough Police Department. Community based program that will serve the region.

Standish (Lead) – Domestic Violence Prevention, Rural Outreach $28,010
Family Crisis Services provides domestic violence prevention outreach efforts in five rural communities: Windham, Standish, Casco, Raymond and Naples. Services include assistance filing protective orders, safety planning, court and individual advocacy, support groups, public awareness events, and referrals to service providers.

Housing

Harpswell – Senior Housing Rehabilitation $61,950
In conjunction with Habitat-For-Humanity funds will purchase materials needed to perform weatherization and minor home repairs for seniors. Work will be completed by Habitat volunteers.

The Opportunity Alliance (TOA) – Housing Rehabilitation $150,000
Assistance for low-income households to repair or replace malfunctioning heating systems and other home repair needs.
Public Facilities

Casco – Park & Recreation Facility Development $54,200
Development of Casco Memorial Park & Recreation Facility including associated concessions & bath room septic system.

Freeport – Wardtown Park Water System Improvements & Community Building Development $44,000
Wardtown Park is a manufactured housing park off Rt. #125 in North Freeport. The project contains two elements: Installation of new water system tanks and the relocation, foundation and utility hook-ups to place a retired “portable” classroom on-site to serve as a community center.

Harpwell – Fire Station Renovations $61,828
Conversion of the second floor of the Orr’s & Bailey Islands Fire Station into living space for overnight fire and rescue personnel.

Long Island – Wharf Expansion $70,000
Expansion of Mariner’s Wharf to better accommodate fuel barges, utility company vessels, Town rescue (ambulance) boat and water taxis. Project includes wave suppression system to improve safe transfer to the rescue boat.

Long Island – Medical Clinic Improvements $30,000
Development of a “telehealth” clinic and handicap accessible bathing facility in the lower level of the Long Island Learning Center.

Standish – Steep Falls Library Handicap Access $106,000
Construction of a handicap access ramp in the front of the historic Steep Falls Library.

Planning

Windham – Building Re-use Study $12,000
Analysis of potential re-use of the South Windham Fire Station and the former Andrews School.

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 integrated with the County’s program.
Town of Bridgton:

2017 Set-Aside Allocation $185,415

Program Administration $31,815

Public Facilities $129,000

Lower Main Street Re-construction $45,000
Community Center Roof $65,000
Intersection Reconstruction – Construction Plans $19,000

Public Services $24,600

Family Crisis Service $4,000
Food Pantry $7,500
Community Kettle Dinners Program $2,000
Community Center Navigator Program $6,100
School Backpack Food Program $5,000

City of South Portland:

2017 Set-Aside Allocation $412,033

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 Coordinator in both Cumberland County and South Portland. South Portland finalized its selection of CDBG funded programs, projects and activities at their City Council meeting on April 3, 2017.

Housing $15,000

Emergency Housing Rehabilitation program

Public Facilities/Infrastructure $270,228

West End Infrastructure

Public Services $61,805

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

Program Administration $50,000

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 anticipate an allocation of funds of $322,233 + $9,464 (repaid loan funds). The same uncertainty surrounding CDBG effects HOME funds. 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.

In prior years a significant portion of the HOME allocation has been devoted to housing rehabilitation – (70% ($225,000) in 2016). There remains a large balance in the rehabilitation account.

The MOC reviewed a request from the Westbrook Development Corporation (Westbrook Housing Authority) to fill a funding gap at two projects. 1) The rehabilitation of 83 units of senior and handicap units at Riverview Terrace and, 2) The construction of 38 units of senior housing at Larrabee Commons. These projects are in a “make or break” situation with a critical need to fill the funding gap – or potentially lose millions of development funds.

Proposed Budget:

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<th>category</th>
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APPENDIX

Public Comments
June 19, 2017

Re: 2017 CDBG Summary of Citizen Participation Comments

Cumberland County’s 2017 Annual Action Plan was developed throughout the winter and spring of 2017. Cumberland County has an Application Review Team that developed funding recommendations to the Municipal Oversight Committee; the City of South Portland’s Community Development Advisory Committee (CDAC) reviewed applications and made funding recommendations to the City Council; the Bridgton Community Development Advisory Committee reviewed public service applications made recommendations to the Board of Selectmen. CDBG recommendations were discussed at a total of 14 meetings. All meetings were open to the public.

On January 18, 2017 at a meeting at the Bridgton Town Office, the CDAC interviewed Bridgton Public Service applicants, who spoke on behalf of their applications. At a meeting at the Windham Town Office on February 23, 2017, County applicants spoke in favor of their applications to the Application Review Team. On March 1, 2017 at a meeting at the South Portland City Hall, South Portland applicants made presentations and answered questions about their applications for the CDAC. At the April 3, 2017 South Portland City Council meeting, a resident commended the work and recommendations of the CDAC in public comments.

Public hearings on the Action Plan were held on Tuesday April 11, 2017 and on Monday May 8, 2017, both at Commissioner’s Meeting at the Cumberland County Courthouse. Public notice of these hearings and the public comment period was printed in the Portland Press Herald on Saturday April 1, 2017. The public comment period ended on May 11, 2017. No comments were received.

Maeve Pistrang
Cumberland County Community Development

142 Federal Street, Portland, ME 04101
Mary Davis reviewed the HOME budget for 2017. The budget proposed using a combination of 2014, 2015, and 2016 unexpended housing rehab funds as well as some new 2017 funds to provide gap funding for the Westbrook Development Corporation projects Riverview Terrace and Larrabee Commons. The gap in funding is the result of a change in the value of housing tax credits. The remainder of 2017 HOME funds would be used for housing rehab. **On motion made and seconded, the committee voted to fund the Westbrook Development Corporation projects as proposed, up to $460,000 with any remaining funds going to housing rehab.**

David Galbraith gave an overview of the CDBG recommendations from the application review team. The group discussed the decision to reduce the Standish Steep Falls Library grant in order to fund the Freeport Wardtown Park grant. The review team had concerns about the library project's budget and appreciated the merits of the Wardtown Park project.

The group discussed the uncertainty around funding for the program at the federal level for both the 2017 and 2018 program years. Members asked about communication with Maine's elected officials and Aaron Shapiro shared that he had been in contact with Congresswoman Pingree's office and Senator King's office, but had not been able to reach staff in Senator Collins' office. He encouraged MOC members to reach out as well if they were interested.

Because there is not yet a final CDBG budget from HUD for 2017, the group reviewed different funding scenarios. **On motion made and seconded, the committee voted to: 1) adopt the recommendations of the review team if the program receives level funding; 2) fund the Steep Falls project up to $150,000 total if the program receives more funding than last year; 3) reconvene if the program receives less funding than last year.**

The meeting adjourned at approximately 2:40pm.
CDBG Funding – 2017

Best & Worst Case Scenarios

The HUD/CDBG allocation remains uncertain and will likely remain so for some time.

The MOC should establish guidelines to address three potential circumstances:

1) County grant funds more than $700,988 but less than $717,912 (possible):
   - Add funds to Standish, Steep Falls Library Handicap Access.

2) County grant funds greater than $717,912 (unlikely):
   - Step #1 - add funds to Standish up to $150,000
   - Step #2 - provide funds to Harpswell planning project
   or
   - A combination of funds to Standish and Harpswell

3) County grant funds less than $700,988 (more likely, but extent is unknown):
   - Step #1 – no grant to Windham planning project
   - Step #2 – reduce grant to Freeport Wardtown Park, but not below $15,000
   - Step #3 - if Freeport Wardtown Park at $15,000 and further reductions must be taken, reduce all grants (excluding Wardtown) by an equal percentage to reach target.
BACKGROUND

The City of South Portland receives Community Development Block Grant (CDBG) funds from the U.S. Department of Housing & Urban Development (HUD) via a set-aside from Cumberland County. The partnership with Cumberland County, which is entering its 11th year, continues to be successful for both parties. South Portland receives from Cumberland County 23% of the value of the total allocation that the City of Portland receives each year.

2017-18 FUNDING

At this time, HUD funding allocations are unknown for the 2017-18 fiscal year. Congress is expected to pass a Continuing Resolution that would allocate funding by April 28, 2017. The following recommendations from the Community Development Advisory Committee (CDAC) assume level funding and use last year’s allocation number of $412,033. The Committee expressed a preference to meet again after receiving the 2017-18 final funding number; because level funding is expected staff recommends that the Council approve the current recommendations of the CDAC with the contingency provision that staff proportionally increase or decrease each grant recommendation to reflect the actual funding once that number is known, unless the cut is 20% or more. This approach is recommended by HUD and would ensure that the Cumberland County process and HUD submission schedule is not delayed, except in the event of a substantial cut.

PROJECT SELECTION

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.
In order to identify specific 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. The CDAC makes funding recommendations to the City Council for approval. This year’s schedule was:

- On December 5, 2016, the City of South Portland released the applications for FY 2017-18 funding. All applications were due to the Community Development office by January 23, 2017.
- On March 1, 2017, the CDAC held an initial review meeting and public hearing for applicants to present their proposals and answer questions.
- On March 15, 2017, the CDAC discussed applications and developed funding recommendations.
- On March 29, 2017, the City Council held a workshop in which they determined that the Redbank Community Center Addition project would not be going forward at this time. The CDAC was made aware of this possibility at their March 15th meeting and they endorsed the staff recommendation of allocating the 2017-18 funds for that project to “West End Facilities & Infrastructure” as a back-up plan. Specific projects would be identified by the West End Master Plan process, which is currently underway.
- On April 3, 2017, the South Portland City Council will conduct a public hearing on the proposed FY 2017-18 budget, and authorize the CDBG Program Coordinator to submit the FY 2017-18 Annual Action Plan to the Cumberland County Commissioners for their review and approval, and eventual submittal to HUD in May 2017.
- All meetings were noticed and open to the public.

AMENDMENT TO FIVE YEAR PLAN

Staff is proposing amending the Cumberland County Five Year Consolidated Plan with HUD to include land acquisition for affordable housing as a potential CDBG project activity. In response to affordable housing needs in the City, staff has been exploring options for directing CDBG funds towards affordable housing development. CDBG cannot be used for new housing construction but it can be used for land acquisition and infrastructure to support housing development.

Currently, land acquisition is not identified in the Cumberland County Five Year Plan with HUD as a project category that the program might undertake. Any potential project categories must be identified through a public process and included in the Five Year Plan in order to be funded,
hence the proposed amendment. No specific housing project or proposal has been identified at this time, but the amendment would allow CDBG funds to play a role if the opportunity presents itself.

This proposal has been reviewed by the Cumberland County Municipal Oversight Committee (MOC), endorsed by the CDAC, and public notice has been printed in the Portland Press Herald soliciting public comment. If endorsed by the South Portland City Council as part of this Action Plan, it will go forward for County Commissioner approval and be submitted to HUD.
<table>
<thead>
<tr>
<th>Applicant</th>
<th>Project Name</th>
<th>Prev. Year's Funding (2016-17)</th>
<th>2017-18 Funding Request</th>
<th>Committee Recommendations</th>
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<td>GPCOG</td>
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<td></td>
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<td>$65,000</td>
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Estimated 2017 available funds: $412,033
DESCRIPTION OF PROJECTS

PUBLIC INFRASTRUCTURE/IMPROVEMENTS

Redbank Community Center Expansion or West End Facilities & Infrastructure
The CDAC reviewed an application for the construction of an addition on to the Redbank Community Center. 2015-16 CDBG funds were allocated for the design and engineering of the addition. The City Council reviewed project designs and budget at a 3/29/17 workshop and decided to not move forward with the expansion at this time. The CDAC was made aware of this possibility and at their 3/15 meeting endorsed the staff-recommended alternative project of “West End Facilities & Infrastructure,” with specific projects guided by the results of the West End Master Plan.

Application Request: $285,000
CDAC Recommendation: $270,228

HOUSING

Emergency Housing Rehabilitation
This program will offer emergency repairs and heating system repair/replacement for single-family low-income households. This program is designed to assist approximately 2-3 households in 2017-18.

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 2016-17 cap was $61,805.

Bus Passes
The South Portland Bus Service requested $8,100 to provide free 10-ride bus passes to help low income residents needing transportation to work, medical appointments, school and shopping.

Application Request: $ 8,100
CDAC Recommendation: $ 6,505
Domestic Violence Outreach Support Services
Family Crisis Services provide advocacy for domestic violence victims in South Portland, including home visits, crisis hotline assistance, emergency shelter, and assistance with court protection orders.

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

Heating Assistance
The City of South Portland's heating assistance program has been administered since 2006. The program provides emergency relief to low-income households in need of heating assistance.

Application Request: $15,000
CDAC Recommendation: $5,500

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 in South Portland, with approximately 12,570 home-delivered meals.

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

Summer Camp 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 for summer camp.

Application Request: $10,000
CDAC Recommendation: $7,300

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: $20,000  
CDAC Recommendation: $17,500

**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 4 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. The Food Cupboard also anticipates hiring a paid pantry director, increasing their operating costs and need for funds. This grant helps the Food Cupboard with those costs.

Application Request: $20,000  
CDAC Recommendation: $10,000

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

**West End Outdoor Recreation Needs Assessment**
Greater Portland Council of Government (GPCOG) has requested funds to supplement the West End Master Plan process, to particularly focus on outdoor recreation needs.

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

**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.

Staff Recommendation: $50,000  
CDAC Recommendation: $50,000
Roll Call: Mayor Smith called the meeting to order at 7:00pm. All Councilors were present.

A. Acceptance of Minutes

Beecher moved for acceptance of the minutes, seconded by Morgan. The motion passed 7-0.

B. Communications from City Manager

The City Manager reminded the public of the City Budget Hearing on 4/5 at 7:00pm.

Update from Don Brewer on Leadership Academy

C. Reports from Boards and Committees

Mayor Smith reported on the first meeting of the O'Neil St. Committee.

D. Petitions and Communications

Citizen petition request for Skate Park. The following spoke: Jack Smart, Ackwood Rd; Jonathan Emmons Whited, Elsmere; Kirsten McWilliams, Elsmere; Russ Lunt, Brigham; Barbara Psichos, Knightville; Michelle Danois; Sybil Kipp, Pilsbury St; Scott Whited, Elsmere.

Councilor Morgan requested this item be scheduled for a future Council workshop for discussion, with support from Councilor Cohen, and Lisa Thompson from Parks & Rec.

E. Appointment Calendar

1. ORDER #114-15/16 – Board of Assessment Review, District Two (Smith), for an unexpired term which expires on 03/16/19. Postponed since 03/21/16. Passage requires majority vote.

Smith moved to postpone, seconded by Morgan. The motion passed 7-0.

2. ORDER #112-16/17 – Board of Assessment Review, District Five (Fox), for a term which expires 12/31/19. Postponed since 1/4/17. Passage requires majority vote.

Fox moved to postpone, seconded by Beecher. The motion passed 7-0.

3. ORDER #151-16/17 – Board of Appeals, District At-Large (Henderson), for an unexpired term which expires on 7/23/19. Passage requires majority vote.

Henderson moved to postpone, seconded by Beecher. The motion passed 7-0.

4. ORDER #162-16/17 – South Portland Housing Authority, District Three (Rose), appointing Peter Howe for an unexpired term which expires 03/25/22. Passage requires majority vote.

Rose moved for passage, seconded by Cohen. The motion passed 7-0.

5. ORDER #163-16/17 – Energy & Recycling Committee, District Three (Rose), for an unexpired term which expires 05/05/19. Passage requires majority vote.
Rose moved to postpone, seconded by Cohen. The motion passed 7-0.

6. ORDER #164-16/17 – Planning Board, District Four (Cohen), appointing Kevin Carr for a term which expires 4/1/20. Passage requires majority vote.

Cohen moved for passage, seconded by Rose. The motion passed 7-0.

7. ORDER #165-16/17 - Planning Board, District Five (Fox), for a term which expires 4/1/20. Passage requires majority vote.

Fox moved to suspend Council Rule 3(e) to allow an appointment to be made out of order. Fox moved for passage, seconded by Beecher.

Fox moved to amend ORDER #165-16/17 to insert the name of Kathleen Phillips for appointment, seconded by Cohen. The motion passed 7-0.

The motion passed as amended 7-0.

F. Consent Calendar

G. Citizen Discussion (First Part)
The following spoke:
   Jim Hoy, 77 Hill St.
   Russ Lunt, Brigham St.
   Albert DiMillo, Colchester Dr.

H. Public Hearings and Action


Cohen moved to postpone to next Council meeting; seconded by Morgan. The motion passed 7-0.


Beecher moved for passage, seconded by Fox. The motion passed 7-0.

10. ORDER #166-16/17 - Public hearing on the proposed termination of the Peter H. Debevoise Memorial Scholarship Trust pursuant to 18-B M.R.S. § 414. Passage requires majority vote.

Morgan moved for passage, seconded by Cohen. The motion passed 7-0.

11. ORDER #167-16/17 - Public hearing to amend City Council Standing Rules. Passage requires majority vote.

The following spoke:
Cohen moved for passage, seconded by Beecher.

Mogan moved to amend Rule #35 to change the requirement from 3 Councilors to 2, seconded by Beecher. The motion passed 7-0.

Smith moved to amend the start time of Council meetings from 6:30pm to 7:00pm, seconded by Beecher. The motion passed 7-0.

The main motion passed as amended 7-0.

**Action on Old and New Business**

12. ORDER #168-16/17 - Accepting miscellaneous donations. Passage requires majority vote.
   Cohen moved for passage, seconded by Morgan. The motion passed 6-0 (Fox out of the room).

13. ORDER #169-16/17 - Accepting $1,420.00 under the State of Maine Asset Forfeiture Program to be used by the Police Department. Passage requires majority vote.
   Morgan moved for passage, seconded by Beecher. The motion passed 7-0.

14. ORDER #170-16/17 - Authorizing the City Manager to submit the FY 2017-2018 Community Development Block Grant Annual Action Plan to the Cumberland County Community Development Program. Passage requires majority vote.
   Morgan moved for passage, seconded by Rose. The motion passed 7-0.

15. ORDER #171-16/17 - Authorizing the City Manager to sign a collective bargaining agreement with IAFF Local #1476 Public Safety Dispatchers for the period of July 1, 2016 to June 30, 2018. Passage requires majority vote.
   Beecher moved for passage, seconded by Fox. The motion passed 7-0.

I. Citizen Discussion (Second Part)

J. Councilor's Round Robin

Cohen reported on attending the Class of '19 successful basketball fundraiser.

K. Executive Session

Morgan moved to go into Executive Session pursuant to 1 M.R.S.A. § 405(6)(E) to discuss the pending litigation matters of Portland Pipe Line Corporation, et al. v. City of South Portland, et al. and City of South Portland, et al. v. Maine Municipal Association Property & Casualty Pool with the City’s legal counsel, seconded by Cohen. The motion passed 7-0.
Cohen moved to come out of Executive Session at 9:20pm, seconded by Morgan. The motion passed 7-0.
Cohen moved to adjourn at 9:21pm, seconded by Morgan. The motion passed 7-0.

A TRUE COPY ATTEST

Emily F. Scully
Board of Selectmen’s Meeting Minutes
March 21, 2017; 5:00 P.M.

Board Members Present: Gregory N. Watkins, Chairman; Glenn R. Zaidman, Vice-Chairman; Bernard N. King, Jr., Robert P. Murphy

Board Members Absent: Robert J. McHatton

Administration Present: Fire Chief Stephen Fay; Public Works Director Jim Kidder; Deputy Town Clerk Dawn Taft; Deputy Town Manager Georgiann Fleck; Town Manager Robert A. Peabody, Jr.

1. Call to Order
Chairman Watkins called the meeting to order at 4:30 P.M.

2. Pledge of Allegiance
The Board recited the “Pledge of Allegiance.”

3. Executive Session at 4:30 P.M.
   a. Per MRS Title 1, Chapter 13 §405.6.E.; Consultation with Attorney
   Motion was made by Selectman King to enter executive session per MRS Title 1, Chapter 13 §405.6.E., Consultation with Attorney at 4:30 P.M.; 2nd by Vice Chairman Zaidman. 4 approve/0 oppose

   Motion was made by Selectman King to exit the executive session at 5:18 P.M.; 2nd by Vice Chairman Zaidman. 4 approve/0 oppose

4. Action Items Following Executive Session
   Vice Chairman Zaidman made a motion to place the Magic Lantern TIF District on the next agenda; 2nd by Selectman Murphy. 4 approve/0 oppose

5. Approval of Minutes
   a. February 28, 2017
   Motion was made by Selectman King to approve the Selectmen’s Meeting Minutes from February 28, 2017; 2nd by Vice Chairman Zaidman. 4 approve/0 oppose

6. Public Comments and Presentations on Non-Agenda Items (Each speaker may be limited to 3 minutes.)
   There was nothing for this agenda item.

7. Correspondence and Other Pertinent Information
   There was nothing for this agenda item.

8. New Business
   a. Permits/Documents Requiring Board Approval
      1. Victualer’s License to Venezia Ristorante
      Motion was made Selectman King for approval of the Victualer’s License to the Venezia Ristorante; 2nd by Vice Chairman Zaidman. 4 approve/0 oppose

      2. Victualer’s License to Chao Thai Restaurant
      Motion was made Selectman King for approval of the Victualer’s License to the Chao Thai Restaurant; 2nd by Vice Chairman Zaidman. 4 approve/0 oppose
Board of Selectmen’s Meeting Minutes  
March 21, 2017; 5:00 P.M.

8. **New Business CONTINUED**
   a. Permits/Documents Requiring Board Approval CONTINUED
   3. Sewer Commitment #184; Route I

   **Motion** was made by Selectman King to commit the October 1, 2016 to December 31, 2016 Sewer User Rate Commitment #184 comprising 2 pages totaling $9,406.84 to the Treasurer for collection; 2nd by Selectman Murphy. 4 approve/0 oppose

   b. Awards and Other Administrative Recommendations
      1. Capital Infrastructure Improvements and Funding
      Vice Chairman Zaidman suggested that with the sewer system improvements, look at other improvements, replacements of storm water drains, water lines, etc. Town Manager Peabody stated that the report is due on Friday. Further discussion ensued. Consensus of the Board was to discuss this with the Sewer Engineering Report on the March 28, 2017.

   2. Message Board Signage
      Chairman Watkins reviewed several ideas for signage. Consensus of the Board was to wait until the new Community Development Director comes on board.

   3. Proposed Cemetery Rules & Regulations/ Fees; Cemetery Sexton
      After a brief discussion with the Public Work Director/Cemetery Sexton, **motion** was made by Selectman King to approve the Town of Bridgton Cemetery Rules and Regulations; 2nd by Vice Chairman Zaidman. 4 approve/0 oppose

      **Motion** was made by Selectman King to approve the new fee schedule; 2nd by Vice Chairman Zaidman. 4 approve/0 oppose

   4. Proposed “Moratorium Ordinance on Retail Marijuana Establishments and Retail Marijuana Social Clubs”
      **Motion** was made by Selectman King to set a public hearing on April 11, 2017 to accept public comments of the proposed Moratorium Ordinance on Retail Marijuana Establishments and Retail Marijuana Social Clubs; 2nd by Vice Chairman Zaidman. 4 approve/0 oppose

   5. Proposed Workshop with Bridgton Water District Trustees
      Chairman Watkins explained why this was on the agenda. Consensus of the Board was that this workshop was not necessary at this time.

   c. Selectmen’s Concerns
      - **Selectman Murphy** had no concerns.
      - **Selectman King** thanked Police Chief Stillman for allowing Officer Jones to attend the Special Olympics World Games in Austria. Selectman King also commended Officer Jones for attending and his enthusiasm for Special Olympics. The Board echoed Selectman King’s sentiments.
      - **Vice Chairman Zaidman** had no concerns.
      - **Chairman Watkins** had no concerns.
8. **New Business CONTINUED**
   d. **Town Manager’s Report/Deputy Town Manager’s Report**

   Pat McHatton is keeping the office updated with the progress of Robert “Bob” McHatton Sr. who is recovering from heart surgery. We continue to wish him the very best on his road to recovery and look forward to his return and thanks to Part for keeping us in the loop with information.

   Joshua Holbrook, PT per-diem employee at the Transfer Station, has given his two week notice effective March 16, 2017. We thank him for his service and wish him the very best in his next endeavor.

   Robyn Avery, National Council for Home Safety and Security, notified me that Bridgton ranked in the top 50 of Safest Cities in Maine.

   Officer Phillip Jones is currently in Austria representing Maine Police Officers for Special Olympics and was recently featured in a spotlight for the winter games on ABC News on March 17, 2017. To view the cameo go to abcnews.go.com/GMA/video/inside-special-olympics-work-winter-games.

   Steve Fay, Fire Chief, would like to recognize, and publicly thank, all that responded to the fatal fire incident at 116 South High Street on March 3, 2017. Noted were the efforts by Sargent Timothy Reese of the Bridgton Police Department and Joshua Martin, Firefighter and resident of the complex, who happened to be home at the time, in clearing the building and attempts to enter the apartment to perform a search and possible rescue. Investigations were completed in under 4 hours which is exemplary and a reflection on all the personnel who responded including mutual aid companies.

   Chief Fay would like to thank the members who shoveled hydrants this past weekend after an unexpected 21.5 inches of snow. Also, thanks to the citizens who have assisted with keeping the hydrants clear of snow and ice this past winter.

   On Monday, March 6th the Fire Department was able to purchase a replacement for Engine Company #5 located in North Bridgton with a negotiated price of $85,000 for a truck that has 25,000 miles on it. There will be an additional expense of approximately $40,000 to paint and configure to Bridgton’s needs.

   Registration for spring athletics (baseball, softball, t-ball & lacrosse) has begun. Register ASAP so you don’t miss upcoming clinics, league meetings and team practices. Also, register for Mad Science by March 24th for classes which start right after school on Monday, March 27th.

   Before you tonight are the February financials and the Revenue and Expenditure Summary Report. As you will note, the benchmark is 66.7% for the month. Revenues are at 66.9% and Expenditures at 68.6%.

9. **Treasurer’s Warrants**
   Motion was made by Selectman King to approve Treasurer’s Warrants 82, 83, 84, 85, 86, 87 and 88; 2nd by Vice Chairman Zaidman. 4 approve/0 oppose

10. **Committee Reports**
    There were no committee reports. Chairman Watkins reminded that the Board received copies of the Land Use Zoning Ordinance.

11. **MSAD #61**
    Selectman King reminded the Board of the Joint Meeting with the School Board on Thursday, March 23, 2017 at 7:00 P.M. Chairman Watkins notified the Board that the planned April 14th day off is now a scheduled school day.
Board of Selectmen’s Meeting Minutes  
March 21, 2017; 5:00 P.M.

12. **Public Comments and Presentations on Non-Agenda Items**  
(Each speaker may be limited to 3 minutes.)
There were no discussion of this agenda item.

13. **Public Hearings at 6:00 P.M.** Postponed to March 28, 2017  
a. **Public Hearing; Dangerous Building**
   Benjamin J. Guiliani, Sr.; 218 Willis Park Road (Map 6, Lot 19-7)

14. **Action Items Following Public Hearing** Postponed to March 28, 2017  
a. **Dangerous Building Determination**

15. **Old Business (Board of Selectmen Discussion Only)**  
a. **Community Development Block Grant Program Funds**
   Motion by Vice Chairman Zaidman to approve the Service Program funding ($2,000 for the Community Kettle Dinners; $4,000 for Family Crisis; $7,500 for the Bridgton Food Pantry; $6,100 for the Navigator and $5,000 for the Back Pack); 2nd by Selectman Murphy. 4 approve/0 oppose

   Motion by Vice Chairman Zaidman to approve the Town Project funding ($45,000 Lower Main Street Construction Drawing Set (including survey); $65,000 Roof at the Bridgton Community Center; $19,000 Intersection Construction Drawings); 2nd by Selectman King. 4 approve/0 oppose

16. **Dates for the Next Board of Selectmen’s Meeting and/or Workshop**  
March 22, 2017-Bud get Workshop; March 28, 2017 and April 11, 2017

17. **Executive Session**  
a. **Per MRS Title 1, Chapter 13 §405.6.C.; Land Acquisition**
   Motion was made by Selectman King to enter executive session at 6:41 P.M. per MRS Title 1, Chapter 13 §40.6.C.; Land Acquisition; 2nd by Vice Chairman Zaidman. 4 approve/0 oppose

   Motion was made by Selectman King to exit executive session at 7:56 P.M.; 2nd by Vice Chairman Zaidman. 4 approve/0 oppose

18. **Action Items Following Executive Session**
There was no action taken.

19. **Adjourn**
Chairman Watkins adjourned the meeting at 7:47 PM.

Respectfully,

Dawn E. Taft  
Deputy Town Clerk
APPENDIX

2017

Activity Funding & Goals
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# Federal Fiscal Year 2017 Annual Action Plan Goals

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