

<b>Committee Members</b>	
Jon Crimmins- District Three	<b>A</b>
Alton Palmer- District Four	<b>x</b>
Racheal Hendrickson – District One	<b>x</b>
Pedro Vazquez – District Four	<b>A</b>
Liz Blackwell-Moore	<b>x</b>
Katherine Cahoon	<b>x</b>
Courtney Kemp	<b>X</b>
<b>Staff Members</b>	
Sandra Warren	<b>X</b>
Travis Kennedy	<b>x</b>

**Call to Order**

**Item 1.** Sandra Warren introduces herself and asks each member to also provide a brief introduction.

**Item 2.** Call Meeting to order: Chairmen Crimmins and Vice-Chair Vazquez were not in attendance for the meeting. Staff called the meeting to order at 11:05 AM:

**Item 3:** Sandy Warren provided a brief overview of the Committee’s Scores and reviewers’ comments on the applications. Staff also address the internal application review that was conducted and resulted in the reduced number of overall applications that the committee would review. Staff outlined for the committee the removal of some applications was done based on the applicant’s lack of clear Evidence of Sustainability. An agency needs to clearly describe the ability to fund the program beyond the one-time use of ARPA funds. Additionally, the applicants did not demonstrate significant financial support from other funding sources without county funding.

**Item 3-A:** Discussion of the score summaries- The Committee Began the application discussion the first application was Maine Health dba Maine Medical Center.

- I. **Maine Health dba Maine Medical Center-** Staff provided a project description and read aloud the reviewer’s comments: Recuperative Care Program Maine Health dba Maine Medical Center is seeking funds to support renovation costs to create a medical clinic and recuperative recovery /meals/activity space. Recuperative care is short-term residential care that allows individuals experiencing homelessness the opportunity to recover in a safe environment while accessing medical care and other supportive services.

**Reviewer comments:** While this program has strong potential and would be a huge benefit to the community, I do not recommend funding at this time given that it is a new program and the Maine Health organization has the network and capacity to raise funding for the implementation of the PNP Fellowship. **Second Reviewer’s Comments-**The presence of ARPA funding from the City of Portland raises the question of how to think of that contribution as part of the total budget. The request to Portland primarily covered employee costs. The request to Cumberland County primarily covered infrastructure costs. When the two are added together, the total ARPA funding is slightly more than 25% that figure is reflected in the rating in Section H. Recommend: \$890,000 **Third Reviewer Comments-** This is an important project that is already underway and yet understandably needs more funding due to COVID setbacks.

The request for funding was \$924,000.00, however, \$250,000 is the amount isolated to the build-out within this grant. Committee discussed funding this project at \$250,000.00.

**II. *Staff Description- The Stacey M. Symbol Apartments Requested amount \$565,000.000***

Westbrook Housing Authority is seeking funding to support the development of 60 newly constructed affordable apartments reserved for seniors earning at or below 50% and 60% of Area Median Income (AMI). The goal of the project is to help mitigate rising costs of housing within the local market that have been exacerbated by the COVID-19 pandemic.

**Reviewer's Thoughts:** If there is remaining money, after scoring Tier 1 and Tier 2, I believe that they should receive funding. Second Reviewer's Comments Based on the funding request vs overall budget and the number of individuals assisted I recommend that the project get the full \$565,000 that is requested. Third Reviewer's Comments- Why only seniors when there is a great need for all ages and family sizes? Fourth Reviewer's Comments- This looks like a great project that is needed, expands housing, has a strong environmental focus, and is a good value for the amount of ARPA funds being requested. Fifth Reviewer's Comments- The location of the project adjacent to extensive open space and trails enhances its appeal and the efforts made to work with the community are admirable. However, with a start date of 2023 and a completion date of 12/24, it does not appear to be "shovel ready". The reference of the ARPA funds as a third lien on the project is confusing and needs clarity as does the statement that, if ARPA funds are not available, the project will not proceed. Recommendation: no funding at this time, but should a second round be available, give strong consideration.

***The committee directed staff to ask the following follow up questions for the applicant:***

- i. Please provide clarification of the project's overall timeline.
- ii. Would it be possible to allocate the ARPA funds be used to support a different cost associated with the project that is shovel-ready, such as site work? Or any other infrastructure/ development cost that would be expendable within the next three months?
- iii. Please explain why you circled that the project would not happen if you were not provided the full ARPA request you are seeking.
- iv. Please explain why ARPA is listed as a lien within your proforma.

**III. *Staff Description: The Stroudwater Apartments -Applicants Funding Request \$535,000.00***

Westbrook Housing Authority is seeking funds to support the creation of Stroudwater apartments, which will consist of 55 newly constructed affordable apartments reserved for seniors earning at or below 50% and 60% of Area Median Income (AMI). By creating more long-term affordable housing options for seniors we hope to alleviate both short-term and long-term strains on the system to allow people to live stably and safely for years to come. The County ARPA funds will be used to help cover rapidly escalating construction costs.

**Reviewer's Thoughts:** If there is remaining money, after scoring Tier 1 and Tier 2, I believe that they should receive funding. Second Reviewer Comments-Why is the focus only on housing 55+ when there is such a need for all ages and family sizes? Third Reviewer Comments- mended level of funding from ARPA funds is \$300,000. Fourth Comments- This is another application that has indicated the agency will not proceed without full funding of the ARPA request. My suspicions are that, at least in this case, the applicant might have misread the question. The location of this project near Hannaford and an activity hub such as the high school make it an attractive prospect for tenants. The question of "*shovel ready*" arises, but the applicant has been working to get all

permits and city regulatory matters handled, giving it a clear prospect of beginning when it has been proposed. Recommendation: \$535,000.

**The committee directed staff to ask the following follow up questions for the applicant:**

- i. Please provide clarification of the project's overall timeline.
- ii. Would it be possible to allocate the ARPA funds be used to support a different cost associated with the project that is shovel-ready, such as site work? Or any other infrastructure/ development cost that would be expendable within the next three months?
- iii. Please explain why you circled that the project would not happen if you were not provided the full ARPA request you are seeking.
- iv. Please explain why ARPA is listed as a lien within your proforma.

- IV. Staff Description:** Food Security Hub -Preble Street is seeking ARPA funds to refurbish and to convert the existing Food Security Hub space to a commercial production and processing kitchen, which will involve both construction build-out and foodservice equipment purchases. The move from the former office building cafeteria kitchen only supported 40-60 meals a day, the current space allows for an increase in production to 1,400 meals per day out of the space. Applicants Funding Request \$2,500,000.00

**Reviewer's Thoughts:** While this proposal seems like it will be a very big benefit to the community and there are a lot of partners in place, it's unclear how it will be executed. The execution of the services needs to be more developed and it's this reason I recommend funding half of this project upon approval from the South Portland planning board and reviewing project milestones in the fall to determine eligibility for further funding. Second Reviewer Comments- Preble Street has a track record of working with populations of need for many decades. This project will upgrade and enhance the organization's ability to produce and provide food and meals for at-risk populations. Funding at an increased rate would seem appropriate given the number of people served by this project. The recommendation from ARPA funds is \$1,000,000. Third Reviewer Comments- This is an excellent project that will have long-lasting impacts to those most impacted by COVID. They also will support food security for people throughout the county and organizations that work throughout the county. Fourth Reviewer Comments- Preble Street has clearly demonstrated the need to develop a long-term solution to the issue of how to create an uninterrupted supply chain of accessible and nutritious meals. The building selected is designed for growth in services, and for providing additional income to ensure the maintenance of the site. Recommend: \$1,500,000, with additional awarded should more funding become available.

**The committee directed staff to ask the following follow up questions for the applicant:**

- i. Could you please describe in more detail the execution of the services that will take place once funding is provided?

- V. Staff Description:** Maine Recovery Fund is seeking ARPA funds to support employment and integrative services for people in Cumberland County recovering from substance use disorder, reentering from jail and prison, new Americans, and returning veterans facing reentry obstacles. ARPA funds would pay for transportation costs, such as bus passes, uber, or taxi services. Applicants Funding Request \$100,000.00

**Reviewer's Thoughts:** I don't think 100% of the clients live in a QCT even though they said 100%. They say their clients primarily reside in sober housing in Cumberland County which leads me to believe that cannot all be in a QCT. I have concerns about their ability to track payments for rides for eligible purposes considering they did not outline how they track the work. They only described how they track long-term outcomes. While I think transportation is a big problem, they did not say exactly how they would spend the \$100K. Is it paying uber and lift? Is it for their vans and their drivers? They also did not provide an adequate answer to many of the questions. Second Reviewer's Comments- The project is providing rides and other employment-related benefits. ARPA funding request is 15% of the overall project budget. Would recommend that the full requested \$100,000 of ARPA funding be awarded to this project. Third Reviewer's Comments- While the Maine Recovery Fund is a community organization that provides vital services to vulnerable populations in Cumberland County, the objective of the proposal is clear, to provide transportation services to underserved populations. However, the program components that makeup services to be provided were too vague. The method with which MERF will provide Transportation Services is unclear making it difficult to evaluate the program's current and future practices. I do not recommend funding at this time. Fourth Reviewer's Comments-Transportation is a huge barrier. I like this idea. Fifth Reviewer's Comments- The need for transportation to ensure a successful transition and recovery. The budget is clear as is the unit of service. Recommend: \$100,000

**The committee directed staff to ask the following follow up questions for the applicant:**

- i. Please provide an outline and plan for how the rides will be tracked and monitored.

Chairman Crimmins, identified that our meeting hour was coming to a close, Chairman Crimmins requested a motion to table the remaining reviews till the next meeting and meet in one week.

**Motions:** Recommending tabling remaining applications to be reviewed at next meeting one week from today, by Jon Crimmision Seconded by Racheal Hendrickson

Roll Call vote – All in Favor, Motion carries 6 to 0.

<b>Committee Member</b>	<b>Yes</b>	<b>No</b>
Jon Crimmins- District Three	<b>X</b>	
Alton Palmer- District Four	<b>x</b>	
Racheal Hendrickson – District One	<b>x</b>	
Liz Blackwell-Moore	<b>x</b>	
Katherine Cahoon	<b>x</b>	
Courtney Kemp	<b>X</b>	

**Item 4. Other Business** None

**Item 5. Adjourn 12.:05PM**