

**Economic & Community Development Department  
CDBG Policy Committee Special Meeting**

Monday, April 13, 2026 – 5:00PM

Meeting Room 2-1, City Hall, 2<sup>nd</sup> Floor, 111 N. Main St., Bristol, CT

ATTENDEES: Chairman Howard Schmelder, Vice-Chair Louise Provenzano, Commissioners LaQuita Kearney-Gonzales, and Mayor Ellen Zoppo-Sassu

ABSENT: Commissioner Tom Hick

ECD STAFF PRESENT: Dr. Dawn Leger, Grants Administrator  
Justin Malley, ECD Executive Director

**I. Call to Order**

Chairman Schmelder called the meeting to order at 5:00pm and lead all present in the Pledge of Allegiance.

**II. Approval of minutes of the Special Meeting of October 27, 2025**

The Chairman called for a motion to approve the minutes of the Special Meeting of October 27, 2025. The motion was made by Vice-Chair Provenzano and was seconded by Commissioner Kearney-Gonzales. There were no edits or changes noted. All were in favor and the minutes were accepted into the record.

**III. Allow for any public comment on agenda items**

There was no public comment.

**IV. Discuss funding for CDBG Program Year 52 applicants in accordance with the Goals of the City's 5-Year Consolidated Plan.**

The Committee discussed the amount of funding requested by each CDBG grant applicant and the projects the funds would be used for vs. the funding each applicant could potentially be awarded.

It was noted that CBDG Application Year 52 runs from July 1, 2026 to June 30, 2027. Due to the limited amount of HUD awarded funds, the Committee agreed they'd be unable to effectively fund any of the Public Facility application requests.

Applications were provided to the Committee in advance of the meeting for their independent review, and were revisited during the meeting if, and when, clarifications were needed. The Committee also referred to the city's CDBG Plan for Year 52 Public Service List as a guide for their award discussion and final recommendations.

Please refer to the 2026-2027 Recommended CDBG Allocations chart provided below illustrating the Committee's request for CDBG FY52:

<b>2026-2027 Recommended CDBG Allocations</b>	
Bristol Boys & Girls Club & ImagineNation	\$20,000
BristoWORKS!	\$3,000
Grace Community Food Pantry	\$1,233
Prudence Crandall Center	\$10,000
Salvation Army Bristol Corps	\$17,100
Shepard Meadows Equestrian Center	\$2,000
St. Vincent DePaul Homeless Shelter	\$23,000
YWCA New Britain - SACS	\$3,000
Fair Housing	\$2,000
<b>TOTAL Public Service Grants:</b>	<b>\$81,333</b>

**Motion:**

*Motion to approve the proposed grant allocations as agreed to by the CDBG Policy Committee and reported by the Secretary for publication, to be recommended for approval by the ECD Board at their May 2026 Meeting, with a request for a referral of the recommended grant award allocations to City Council and the Board of Finance for action.*

Commissioner Provenzano made the motion to approve. The motion was seconded by Commissioner Kearney-Gonzales. There was no further discussion. All were in favor, and the Recommended Award allocations were accepted into the record.

**VI. Adjournment**

With discussion conclude, the Chairman called for a motion to adjourn. The motion was made by Commissioner Kearney-Gonzales, and was seconded by Vice-Chair Louise Provenzano. All were in favor and the meeting adjourned at 5:30pm.

*Respectfully submitted,*

*Sharon Arsego  
Recording Secretary*