

From: Isaac Wagner <piwagner@outlook.com>
Sent: Tuesday, July 26, 2022 1:13 PM
To: Kathleen Ramsay <KRamsay@townofmiddlebury.org>
Cc: 'Elise Shanbacker' <elise@addisontrust.org>; Alix O'Meara <Alix@addisontrust.org>
Subject: Lindale Updates and Requests

Hi Kathleen,

I just wanted to provide you with a few quick updates on the Lindale project, then I have a few paperwork requests of you.

While it may seem pretty quiet from your perspective, we have been working away trying to piece together a project in a pretty miserable construction cost environment. Right now we have all of our permits in hand. We also have full construction documents completed. Tomorrow we will be submitting and \$900,000 request to the Agency of Natural Resources for a specific Mobile Home ARPA construction funding. This will be our final grant request. We should know the decision on that funding by early September. All of us on the project team feel confident it is a competitive application, but since this is the first round of this funding it's hard to make any qualified judgements on how it will go.

However putting a positive foot forward, we want to have everything in place to put this project about to bid in September when we do get the ARPA announcement. So with that in mind there are few CDBG details we need to work on as follows:

1. Municipal Policies and Codes. These need to be adopted by the selectboard. I have attached the new form. The SB did an earlier version of this form back in 2018, I have also attached that for your reference, but VCDP is requiring this newer version now.
2. Written and adopted Town policies and procedures for Financial Management. Recall we went through a bit of drama about this back in 2018. I have attached what we submitted to VCDP back then. It was satisfactory to them then. So the question is whether these have been updated by the Town of Middlebury. If not I will just resubmit what we did before.
3. Subgrant Agreement. I don't need this now, but wanted to verify with you that we will approach this as we did with the planning grant. That is I will be the grant administrator for the both Town and ACCT. I will draft up the subgrant agreement soon, and as you may recall the Town will need to get its attorney's opinion on the agreement.
4. Fair Housing Training. At least one member from the Town legislative body, municipal officer or designee will need to attend a Fair Housing Trainings. Contact Shaun Gilpin (shaun.gilpin@vermont.gov) to register or visit the DHCD website for available trainings. <http://accd.vermont.gov/housing/events>. There are no trainings currently on the schedule, but let me know if this is something you have already had a staff member do it in the past year.

Ok that's all for now. Thank you for you patience with us on this project. -I