

**SPECIAL TOWN BOARD MEETING  
AND PUBLIC HEARING  
May 29, 2024  
6:45 PM**

Supervisor Holdridge opened the meeting at 6:45pm.

**Attendance Rollcall:**

Supervisor Holdridge	Present <u>x</u> _____	Absent _____
Council Member Ardisana	Present _____	Absent <u>x</u> _____
Council Member Becker	Present <u>x</u> _____	Absent _____
Council Member Courtenay	Present <u>x</u> _____	Absent _____
Council Member Dysinger	Present <u>x</u> _____	Absent _____

**Determination of Quorum:**      Yes X    No \_\_\_\_\_

**Pledge of Allegiance**

**EXECUTIVE SESSION**

**ON A MOTION OFFERED BY** Council Member Dysinger and second by Council Member Courtenay to enter into Executive Session at 6:45pm on a matter of personnel.

**VOTE: AYES(4): Holdridge, Becker, Courtenay, Dysinger** **ADOPTED**

**ON A MOTION OFFERED BY** Council Member Dysinger and second by Council Member Courtenay to adjourn the Executive Session at 7:05pm.

**VOTE: AYES(4): Holdridge, Becker, Courtenay, Dysinger** **ADOPTED**

**PUBLIC HEARING - ORANGE COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FY25**

**ON A MOTION OFFERED BY** Council Member Courtenay and second by Council Member Dysinger to open the Public Hearing on the Orange County Community Development Block Grant (CDBG) FY25 AT 7:06pm.

**VOTE: AYES(4): Holdridge, Becker, Courtenay, Dysinger** **ADOPTED**

The following are the notices as appeared in the Times Herald Record on May 17, 2024, and posted to the Town Clerk’s sign-board and chester-ny.gov.

**TOWN OF CHESTER  
PUBLIC HEARING NOTICE**

The Town of Chester invites public comments and suggestions regarding projects to be considered for funding under the Orange County Community Development Program. A public hearing will be held on May 29, 2024 at 7:00pm at the Town of Chester Town Hall. Under this Program a variety of physical improvements as listed below are eligible for funding:

1. Acquisition and Disposition of Real Property
2. Public Works, Public Facilities or Site Improvements
3. Code enforcement (Housing and Health Codes)

4. Clearance, Demolition and Rehabilitation for Public Use or Economic Development
5. Housing Rehabilitation Loan and Grants
6. Special Projects for Elderly and Handicapped
7. Provision of Public Services (Shelters, Clinics, Senior Nutrition, etc.)
8. Payment of Non-Federal Shares of Other Grant Programs
9. Relocation Payments and Assistance

The Town of Chester will be considering projects to be submitted to the Orange County Community Development Program. The deadline for which is June 21, 2024.

By order of the Town of Chester Town Board

Linda A. Zappala  
 Town Clerk  
 Dated: May 10, 2024

CIUDAD DE CHESTER  
 AVISO DE AUDIENCIA PUBLICA

La Ciudad de Chester invita al público a realizar comentarios y sugerencias sobre proyectos que se considerarán para recibir financiación en el marco del Programa de Desarrollo Comunitario del Condado de Orange. Se llevará a cabo una audiencia pública el 29 de Mayo del 2024 a las 7:00 p. m. en el Ayuntamiento de la Ciudad de Chester. Bajo este Programa, una variedad de mejoras físicas que se enumeran a continuación son elegibles para financiamiento:

1. Adquisición y Enajenación de Bienes Inmuebles
2. Obras públicas, instalaciones públicas o mejoras del sitio
3. Aplicación del Código (Códigos de Vivienda y Salud)
4. Limpieza, Demolición y Rehabilitación para Uso Público o Desarrollo Económico
5. Préstamos y subvenciones para la rehabilitación de viviendas
6. Proyectos Especiales para Personas Mayores y Discapacitadas
7. Prestación de Servicios Públicos (Refugios, Clínicas, Nutrición para Personas Mayores, etc.)
8. Pago de participaciones no federales de otros programas de subvenciones
9. Pagos y asistencia por reubicación

La Ciudad de Chester estara considerando proyectos para ser presentados al Programa de Desarrollo de la Comunidad del Condado de Orange. La fecha limite es el 21 de Junio del 2024.

Por orden de la Junta Municipal de la Ciudad de Chester

Linda A. Zappala  
 Secretaria Municipal  
 Fecha: 10 de Mayo del 2024

Supervisor Holdridge read the notice from Orange County explaining the details of the grant program.

Deadline: The following is a breakdown of important dates related to this program

- |                             |   |
|-----------------------------|---|
| • February 26, 2024         | Application Opens                             |
| • March 13, 2024            | Register for Application Workshop Deadline    |
| • March 14, 2024 at 9:30 AM | Application Workshop (Mandatory)              |
| • May 2, 2024 at 11:30 AM   | Virtual Fair Housing Presentation (Mandatory) |
| • June 21, 2024 at 4:00 PM  | Application Deadline                          |
| • December 2024             | Awards Announced                              |

Amount: The following is a breakdown of information related to program funding

- \$1,000,000 total funding
- \$175,000 maximum award
- \$100,000 minimum award
- No match required
- 12-month project period to begin January 1, 2025

Please note: Applicants are restricted to one application per funding cycle. Municipalities can apply for \$25,000 of CDBG funding on behalf of a non-profit subrecipient to be paid on a reimbursement basis with a project period of 12 months beginning January 1, 2025. Funding will be distributed on a reimbursement basis.

Eligible Applicants: The following entities are eligible to apply for funding through this program

- Municipalities
- Non-profit 501(c)(3) Organizations

Please Note: The following municipalities are ineligible to receive funding support: City of Newburgh, City of Middletown, City of Port Jervis, Town of Palm Tree, and the Village of Kiryas Joel.

Overview: Through the Community Development Block Grant (CDBG) Program, Orange County supports community revitalization initiatives that serve residents with low to middle incomes. CDBG funds may not be used for renovation or construction of buildings used for the general conduct of governments except in cases of ADA accessibility improvements. Eligible activities include:

- Acquisition of real property by purchase, long-term lease (15+ years), donation, or otherwise, of real property for any public purpose, subject to limitations;
- Disposition of real property acquired with CDBG funds through a lease or donation, or otherwise; or its retention for public purposes;
- Acquisition, construction, reconstruction, rehabilitation, or installation of public facilities and improvements, except buildings for general conduct of government. Eligible facilities include those facilities that provide an eligible public service and are functional during regular business hours such as senior citizen centers, homeless shelters, nursing homes, domestic violence shelters, and residential or program sites for adults with severe disabilities;
- Clearance, demolition, and removal of buildings and improvements, including movement of structures to other sites;
- Provision of public services (including labor, supplies and materials) such as those concerned with childcare, health care, education, job training, public safety, fair housing counseling, recreation, senior citizens, homeless persons, drug abuse counseling and treatment, and energy conservation counseling and testing. The services must meet each of the following criteria:
  - A service must either be new or be a quantifiable increase in the level of a service above that which has been provided with state or local funds in the previous twelve calendar months; and
  - The total amount obligated for public services within the Orange County Annual Action Plan shall not exceed 15 % of the annual grant, plus 15% of the program income received from the previous year.
- Removal of material and architectural barriers, which restrict the mobility and accessibility of elderly or handicapped persons to publicly and/or privately-owned buildings, facilities, and improvements;
- Rehabilitation of privately and/or publicly owned buildings and improvements for residential purposes;
- Rehabilitation of publicly and/or privately owned commercial or industrial buildings, except that the rehabilitation of such buildings owned by a private for-profit business is limited to improvements to the exterior of the building and the correction of code violations;
- Improvements to buildings to increase energy efficiency; and
- Rehabilitation, preservation, or restoration of historic properties.

Ineligible activities include:

- Funds spent on buildings for the general conduct of government, except for the removal of architectural barriers
- New housing construction
- General government expenses
- Lobbying and Political activities
- Purchase of equipment is generally ineligible
- Furnishings and personal property are generally ineligible
- Impact fees associated with construction activities
- Maintenance and operating expenses without providing a service is ineligible
- May not be used to guarantee mortgage financing directly and grantees may not provide such guarantees directly; and
- CDBG funds may not be used to provide income payments.

Past Recipients: The following entities have previously received funding through this program

- (2023) Town of Chester, NY: Funding will be use to replace mains which were identified to have excessive I&I (\$375,000)
- (2023) Town of Woodbury, NY: Funding will be used for ADA improvements to the Senior Center and Library, including ADA entrance ramps and doors which will increase accessibility for seniors and residents with disabilities (\$125,000)
- (2023) Village of Walden, NY: Funding will be used for sanitary sewer smoke testing and lining (\$100,000)

Please note: [A link to a full list of 2024 Orange County Community Development Block Grant awards](#)

Application Delivery: The below information is intended to assist with program submission details

- Primary Program Contact:
  - Orange County Office of Community Development
  - Nicole Anderson
  - 845-615-3819
  - [nandersen@orangecountygov.com](mailto:nandersen@orangecountygov.com)
- Application Submission:
  - Submit application online and via email:
    - [Online](#)
    - [Email](#)
  - Applicants must first complete the following steps before submitting an application:
    - Mandatory: At least one representative from the applicant/municipality must attend a mandatory virtual Application Workshop on March 14, 2024, 2024 at 9:30 A.M via Microsoft Teams. The county suggests the Municipal Official, Primary Contact, Project Manager, and Engineer (if applicable) attend. To register and be sent the Microsoft Teams Invite, e-mail a list of Attendees with their Contact Information to [nandersen@orangecountygov.com](mailto:nandersen@orangecountygov.com), by Friday, March 13, 2024.
    - A mandatory Virtual Fair Housing Presentation will be held on May 2, 2024 at 11:30 AM. At least one representative from the Applicant/Municipality must attend, the county suggests that the Municipal Official who will sign the CDBG agreement attend.
    - Mandatory: Letters of Commitment and/or written agreements from funding sources and with partners.
    - Any municipality that applies for funding must hold a public hearing to inform citizens of the opportunity to apply for CDBG funding, review its community development needs, and obtain citizen input, particularly from people with low to moderate income regarding which activity should be applied for through the CDBG application, and authorize the Municipal Official to submit an application.

Supervisor Holdridge explained the Town's focus would be on Carpenter (Community) Park playground. The current layout allows zero access to the playground and the vision is to provide an ADA accessible paved pathway between the two fields and continue around to the playground and swing set to the parking lot. Molded flat rubber soft surface and ADA equipment will replace the existing. After conducting a tour of the area with CDBG, he said we should be in a good position to obtain the grant.

Council Member Courtenay supports the project as the parks are outdated and not ADA accessible.

Council Member Becker noted there is underground piping boxes that should not be interfered with so he will get a survey from

the Village.

Council Member Dysinger said the issues have been ignored for way too long. He suggested energy efficient lighting to reduce expenses.

Supervisor Holdridge added that ADA is the current hot topic.

Supervisor Holdridge asked for public comment. There were none.

**ON A MOTION OFFERED BY** Council Member Dysinger and second by Council Member Courtenay to close the public hearing on the Orange County Community Development Block Grant (CDBG) FY25 AT 7:06pm.

### **PUBLIC COMMENT**

There were none.

### **FAIR HOUSING RESOLUTION**

Supervisor Holdridge said a resolution is required for the CDBG application.

## **TOWN OF CHESTER GOVERNING BODY FAIR HOUSING RESOLUTION**

The Town of Chester supports Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Law) and the New York State Human Rights Law. It is the policy of the Town of Chester to implement programs to ensure equal opportunity in housing for all person regardless of race, color, religion, ancestry, sex (including pregnancy), national origin, nationality, familial status, marital or domestic partnership status, affectional or sexual orientation, atypical hereditary cellular or blood trait, genetic information, liability for military service, mental or physical disability, perceived disability, AIDS/HIV status and Lawful Income or Source of Lawful Rent Payment (Section 8). The Town of Chester further objects to discrimination in the sale, rental, leasing, financing of housing or lands to be used for construction of housing, or in the provision of brokerage services because of race, color, religion, ancestry, sex, national origin, handicap or disability as prohibited by Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Law) and the New York State Human Rights Law. Therefore, the Municipal Council of the Town of Chester do hereby approve the following resolution.

**BE IT RESOLVED**, that within available resources, the Town of Chester will assist all persons who feel they have been discriminated against under one of the aforementioned categories, to seek equity under federal and state laws by filing a complaint with the New York State Human Rights Law and the U.S. Department of Housing and Urban Development, as appropriate.

**BE IT FURTHER RESOLVED**, that the Town of Chester shall publicize this resolution and through this publicity shall cause owners of real estate, developers, and builders to become aware of their respective responsibilities and rights under the Federal Fair Housing Law, the New York State Human Rights Law, and any local laws or ordinances.

**BE IT FUTHER RESOLVED**, that the municipality will at a minimum include, but not limited to: (1) the printing and publicizing of this resolution, a fair housing public notice and other applicable fair housing information through local media, community contacts and placement on the Municipal website and in other social media; (2) distribution of posters, flyers, and any other means which will bring to the attention of those affected, the knowledge of their respective responsibilities and rights concerning equal opportunity in housing.

**ON A MOTION OFFERED BY** Council Member Courtenay and second by Council Member Dysinger to adopt the Fair Housing Resolution and authorize the Supervisor to execute same.

**VOTE: AYES(4): Holdridge, Becker, Courtenay, Dysinger**

**ADOPTED**

New Business

There was none.

**PUBLIC COMMENT**

There were none.

**TOWN BOARD COMMENTS**

Council Member Courtenay announced the Village of Chester Summer Concert Series beginning June 4<sup>th</sup>.

**ADJOURNMENT**

**ON A MOTION OFFERED BY** Council Member Dysinger and second by Council Member Courtenay to adjourn the meeting at 7:25pm, there being no further business brought before the Town Board.

**VOTE: AYES(4): Holdridge, Becker, Courtenay, Dysinger**

**ADOPTED**

Respectfully submitted,

Linda A. Zappala  
Town Clerk  
2024-05-29