

## Town of Littleton Citizen Participation Plan 2012 Community Development Catalyst Block Grant

February 18, 2014  
Littleton Town Hall  
Littleton, NC 27850

**In Attendance:** Dennis Patton (UCPCOG), Heidi Hogan (Littleton Town Commissioner), Laura Kearney, Christy Secrest, Dave Secrest, Jim Hogan, Kim Gray (Littleton Town Librarian), Clyde Johnson ( Littleton Library Board Member, Business owner), Carol Daniels ( Haliwa-Saponi tribal representative), Margaret Knight, Mary Taylor ( HUD housing recipient), Elaine Taylor (daughter of HUD housing recipient), Lata Taylor and Sharetto Long ( grandchildren of HUD housing recipient)

Members not in attendance: Conway Williams, Gene Baton, Kathy Schneider

Meeting was called to order at 4pm

Dennis Patton, Upper Coastal Plains project manager welcomed the group and introductions were made.

Patton began by discussing the grant itself as a Community Development project with both a community improvement in the form of building renovation to house the town library and a HUD house rehabilitation. The chain of grant award and management was discussed. As the pre-contract meeting had immediately preceded this meeting, Patton provided a progress report on the library building renovation. Mr Patton explained the role of the Construction Manager hired by the town to oversee the project in addition to the role UCPCOG would be playing.

He then explained the procedure for HUD housing rehab/replacement and how this would work for Ms Taylor. Questions were asked regarding the need for storage of items while Ms Taylor and family lived in a rented unit, and as to the preparation of the property itself. Mr. Patton stressed that the objective was to have a home that made Ms Taylor “whole” and that the replacement home would have at least as much floor space as her current residence and that if the current home had a porch, the replacement would also have a porch.

Time lines were discussed more in order of events than in actual dates:

- Ms Taylor would need to move to a rented location.
  - She would be moved and rent would be paid for the duration of her stay.
  - Storage cost would also be covered.
  - Demolition and yard preparation would occur prior to home being placed on the property.
  - It was noted that Ms Taylor would have choices in color and various other traditional homeowner choices.
- Mr Patton explained future grant changes pointing out that funds would be available for infrastructure and for economic development in the form of funding tied to employment. The following documents were provided to those attending and were referred to in the information

Patton provided

Please note the attached:

- Project Description-NC CATALYST
- Town of Littleton Citizen Participation Plan 2012 Community Development Catalyst Block Grant
- Town of Littleton Grant Project Ordinance 2012 CDBG Catalyst 0-13-002

The meeting was closed at 5:15 with plans to meet the following month, once a construction had begun on the building renovation.

Minutes as recorded by Commissioner Heidi Hogan

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Clerk