

**CITY OF PORTSMOUTH
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
CITIZENS ADVISORY COMMITTEE**

MEETING MINUTES

THURSDAY, JANUARY 11, 2024 AT 6:30 PM

**CONFERENCE ROOM A
PORTSMOUTH CITY HALL, 1 JUNKINS AVENUE**

Present: Hannah Meade, Chair; Kirsten Barton; Kelly DeCourcy; Susan Durling; Annelise Hartley

Absent: None

Staff: Elise Annunziata, Community Development Director; Caitlin Hart, Community Development Program Assistant

Chair Hannah Meade called the meeting to order at 6:30 pm.

Chair Meade welcomed new Citizens Advisory Committee (CAC) members Kirsten Barton, Kelly DeCourcy, Susan Durling, and Annelise Hartley.

Ms. Meade then discussed the role of CAC Chair. Ms. Hartley made a motion to re-elect Ms. Meade as Chair. Ms. DeCourcy seconded the motion. All voted in favor.

Chair Meade introduced herself and her interest in the CAC, then invited the remaining members of the CAC and Community Development (CD) staff to introduce themselves as well.

Caitlin Hart, CD Program Assistant, reviewed the contents of the meeting packet, which included contact information for CAC members, the FY 25 meeting calendar, and additional resources that may help orient new members.

Elise Annunziata, Community Development Director, gave an informational presentation about the HUD CDBG program, CDBG activities and projects in Portsmouth, and the planning and budgeting process to which the CAC contributes. The CAC discussed funding areas in which Portsmouth CDBG funding could grow, including transportation, mental health services, and elderly services.

Following the presentation, the CAC discussed the proposed times and dates for the remaining meetings. No one stated objections or conflicts, with the exception of Ms. Barton, who will not be able to attend the Community Needs Public Hearing on February 8, 2024.

Ms. DeCourcy made a motion to adjourn the meeting at 8:00 p.m. Ms. Hartley seconded the motion. All voted in favor.