

General Advisory Committee of the  
Burlington County Community Development Program  
April 11, 2024, Meeting @ 3:00 PM

Present: Kevin Rijs, representing Evesham Township, Meggan Kucinkas, representing Food Bank of South Jersey, Ted Lovenduski, representing Florence Township, Ally Schmidt, Literacy NJ, Darlene Trappier, representing Beacon of Hope, Jeanette Hennessy, representing Providence House, Bill Harris, representing Burlington City, Cheryl Alessi, representing Owen, Little & Associates, Janice Lohr, representing Delanco Township, Ryan McCarthy, representing Edgewater Park Township, William Long, representing Mt. Laurel Township, Paul Dezii, representing Lumberton Township, Beth Portocalis, representing Medford Township, Susan Jackson, representing New Hanover Township, Nelson Weist, representing Maple Shade Township, Susan Danson, representing Maple Shade Township, Chris Smith, representing SEN-HAN Transportation, Mayor Gary Catrambone, representing Delran Township, Kevin Dowd, representing Walters Group, Scott Hatfield, representing Burlington Township, Beth Portocalis, representing Medford Township, Jennifer Hiros, Linda Horner, Monica Rego, Patricia Lake, The Division of Community Development and Housing.

1. Call to order – Open Public Meetings Act  
The meeting was called to order at 3:05 PM by Jennifer Hiros. Jennifer Hiros stated the meeting follows the Open Public Meetings Act. The meeting was opened for public comment. No members of the public were present, and hearing no comment, Jennifer Hiros closed the public comment portion.
2. Roll Call
3. Approval of March 7, 2024 Meeting Minutes  
The March 7, 2024, meeting minutes were moved to approve by Nelson Weist, seconded by Bill Harris. **Motion carried.**
4. Spotlight Presentations:
  - a. Edgewater Park Township – Ryan McCarthy  
Ryan McCarthy reported Edgewater Park Township is using their FY2023 Community Block Grant to construct a community center. The community center will serve Edgewater Park Township and the surrounding communities in various capacities:
    - Nutrition distribution for those in need
    - Emergency relief – able to temporarily house people in cases of emergency
    - Medical event station to administer vaccines and host blood drivesThe community center will be located at 1315 Mount Holly Road next to the proposed public safety building. Ryan McCarthy stated the

original bids for this project surpassed the township's budget. The project was streamlined, and the revised plans and specifications are under review by the United States Department of Agriculture (USDA). Due to the expected cost of the project, it will also be reviewed by the State Comptroller's office. Once all reviews are complete, the community center will be re-advertised and re-bid in early summer of 2024. Construction is anticipated to begin in the summer of 2024.

- b. Maple Shade Township – Susan Danson  
Susan Danson stated Maple Shade Township's FY2023 Community Development project entails facility improvements and program updates to the Maple Shade Food Bank including:
- Expanded area for Food Bank
  - Installation of new lighting, shelving, and fresh paint
  - Installation of an inventory system
  - Partnership with the Virtua mobile food truck to provide fresh produce
  - Expanded hours of operation
- Susan Danson stated project completion is scheduled for July 2024.

5. Reports:

a. CDBG

Jennifer Hiros stated the Division of Community Development and Housing presented the budget to an AdHoc committee and continues work on the FY2024 Annual Plan for submission to the Division of Housing and Urban Development (HUD). Jennifer Hiros reported the Division of Community Development and Housing conducted meetings with invited municipalities to discuss the scope, construction, and timeline of their projects should the municipality be selected to receive funding.

The Department of Housing and Urban Development (HUD) has not released FY2024 funding allocations, however, the Division of Community Development and Housing continues work on the Annual Plan with the intention that allocations will be announced for May submission of the Plan.

6. Action Items – There were no action items.

7. Closed Session – A closed session was not held.

8. Discussion

Bill Harris reported Burlington City has received an extension from the Secretary of the Interior for the \$500,000. African American Civil Rights Grant with the stipulation of construction completion by April 25, 2025. Bill Harris stated Burlington City is confident this deadline will be met.

There were no further discussions.

The meeting adjourned at 3:20 P.M.

Respectfully submitted,

*Patricia Lake*

PL/JLH