



## **CTM Minutes - Group: CTM Special Board Meeting for NSP Vote**

By Owen Waller, Secretary

**Date: April 30, 2025, 7:00pm**

Location: Hybrid Meeting – In-person at Clifton Recreation Center. Online using Google Meets

**Board Members Present (9):** In Person: Gerald Checco, Jan Checco, Mindi Rich, Owen Waller, Patrick Etter, Ben Pantoja, Justin Ogilby, Kevin Leahy, Barry Gee

**Absent (6):** Genet Singh, Steve Goodin, John Whedon, Kevin Mohan, Brendan Pulte, Tim Noonan

A quorum is present. Meeting called to order at 7:06.

(U) below will represent a unanimous vote.

### **Public attendance in person (1)**

Aaron Weiner

### **Public Attendance online (0)**

**Welcome to our meeting** – Contact the CTM email at [contactctm@cliftoncommunity.org](mailto:contactctm@cliftoncommunity.org)

### **NSP Guidelines Presentation – Ben Pantoja**

Ben Pantoja created and presented a slideshow discussing the guidelines for projects that can receive NSP funding. He furthered that projects not recommended were determined by the board to lack clear plans or estimates of funding.

**Vote – Barry Gee**

Ballots including all 10 projects were passed to all present. Votes would be tallied by the NSP manager

**Ajournement – Ben Pantoja**

Motion to adjourn called by Ben, seconded by Gerald, and was unanimously approved.

Respectfully submitted,  
Owen Waller, Secretary

**Attachments:**

NSP Meeting Announcement  
NSP Meeting Presentation



## Wednesday, April 30, 2025 7:00 PM Special CTM Board Meeting for NSP

Clifton Town Meeting (CTM) has a May 2<sup>nd</sup> deadline to submit projects for \$10,000 in funds from NSP (Neighborhood Support Program). If you attend this April 30th meeting in person and if you are a resident of Clifton, you can vote on which projects receive funding. You don't need to be a member of CTM. Please bring proof of residency in Clifton such as a driver's license.

Below are projects that the CTM Board recommends because there are enough budget details to meet NSP requirements. Also, these projects would consume the entire maximum allocation of \$10,000:

#	Project	NSP Amount
1	Back to School Bash	\$1000
2	Memorial Day Picnic and Parade	\$2740
3	Tax Preparation	\$600
4	Radar Upgrades	\$500
5	Clifton Chronicle	\$560
6	Clifton Plaza Shed	\$2000
7	Wednesdays in the Woods	\$1000
8	CliftonFest	\$1600
Total Recommended		\$10,000

Below are projects that the CTM Board suggests postponing until 2026 because they don't yet have enough budget details to meet NSP guidelines. CTM has notified the proposers about the potential delay:

#	Project	NSP Amount	Recommendation
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9	Upside Alley Refresh	\$2000	Postpone for additional planning. Potential project in 2026
10	Clifton Pride	\$5000	Postpone for additional planning. Potential project in 2026
	Total recommended to be postponed	\$7,000	

Details on the projects listed above are shown below:

### 1- Back to School Bash

- a- Proposer: Clifton Recreation Center
- b- Amount requested: \$1000
- c- Total cost of project: \$3500
- d- Description: Hosted by Clifton Recreation Center, Clifton Area Neighborhood School & Fairview German Language School This event is to kick off an amazing school year with our 3rd Annual Back to School Bash! This free, family-friendly event is open to everyone and is all about bringing the community together for a day filled with fun, excitement, and connection. We're planning to make this year bigger and better than ever — packed with activities, games, and entertainment to keep the whole community engaged from start to finish.
- e- Issues: None
- f- Note: Event already organized in the last two years, very successful
- g- Expenses well defined: **Yes**

### 2- Memorial Day Picnic and Parade

- a- Proposer: Mindi Rich
- b- Amount requested: \$2740
- c- Total cost of project: \$6000
- d- Description: The Memorial Day Parade and Picnic is the biggest event organized by Clifton Community Council. It starts with a parade, commencing at Middleton and McAlpin and ending at Mt. Storm. The picnic is at Mt. Strom and includes food, band and activities organized by various local groups. This year, the City Department of Planning will be present to seek public input on the Clifton Plan.
- e- Issues: None
- f- Note: Traditional CTM event, always successful, big opportunity for community engagement, especially for the Plan
- g- Expenses well defined: **Yes**

### 3- Tax Preparation

- a- Proposer: Tim Noonan
- b- Amount requested: \$600
- c- Total cost of project: \$700
- d- Description: These funds will be used to partially pay the expenses of filing taxes

- e- Issues: None
- f- Note: Help CTM pay for administrative expenses
- g- Expenses well defined: **Yes**

#### **4- Radar Sign Revival**

- a- Proposer: Justin Ogilby
- b- Amount requested: \$500
- c- Total cost of project: \$500
- d- Description: Repair and replacement parts for Clifton's radar speed sign
- e- Issues: None
- f- Note: The radar was purchased few years ago using NSP funds. Needs some fixing. Important as CTM is looking for better data to understand traffic
- g- Expenses well defined: **Yes**

#### **5- Clifton Chronicle**

- a- Proposer: Jan Checco
- b- Amount requested: \$540
- c- Total cost of project: \$4000
- d- Description: Help pay for one quarterly publication
- e- Issues: None
- f- Expenses well defined: **Yes**

#### **6- Repairs Shed at Clifton Plaza**

- a- Proposer: Jan Checco
- b- Amount requested: \$2000
- c- Total cost of project: \$5000
- d- Description: The shed at Clifton Plaza is served to store tools and equipment to operate the Plaza. The Plaza is joint ownership of CTM and CBA. After 20+ years, the shed has become rotten and needs some repairs. Labor will be sought in the community and additional funding by CBA and CCF
- e- Issues: None
- f- Note: Important storage place for community events
- g- Expenses well defined: **Yes**

#### **7- Wednesday in the Woods**

- a- Proposer: Leslie Mooney, CCAC
- b- Amount requested: \$1000
- c- Total cost of project: \$5000
- d- Description: Wednesdays in the Woods have become an annual tradition. Bands are hired to perform at the Burnet Woods Bandstand, mobile vendors are invited and the CCAC animates with special activities, including some by other organizations, targeting children.
- e- Issues: None
- f- Note: traditional community events welcoming people from Clifton, CUF and Corryville
- g- Expenses well defined: **Yes**

## 8- CliftonFest

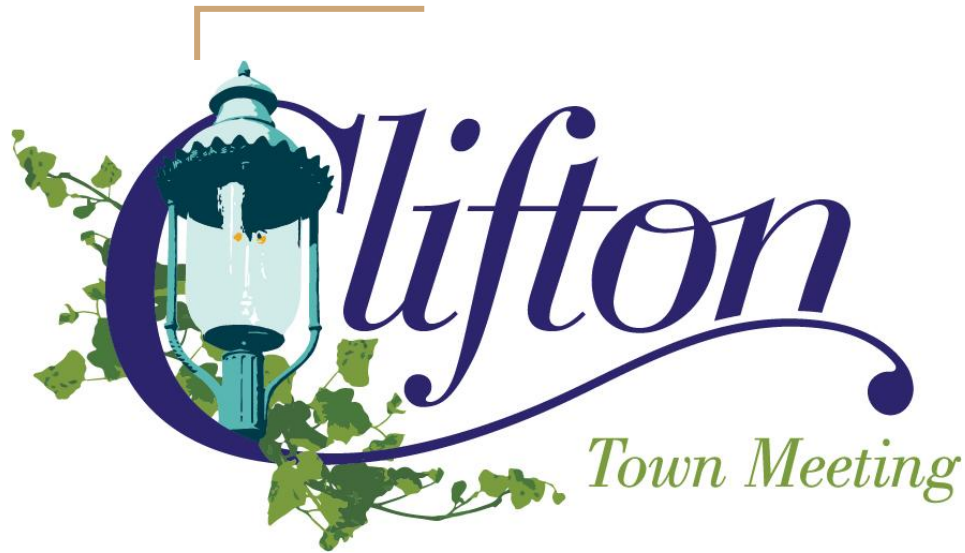
- a- Proposer: Leslie Mooney, CCAC
- b- Amount requested: \$1600
- c- Total cost of project: \$40000
- d- Description: After a hiatus provoked by COVID, the street festival will return in Mid-September.
- e- Issues: None
- f- Note: traditional community events welcoming people from Clifton, CUF and Corryville
- g- Expenses well defined: **Yes**

## 9- Upside Brew Alley Refresh

- a- Proposer: Christine Pantoja
- b- Amount requested: \$2000
- c- Total cost of project: \$2000
- d- Description: For alley on East side of Upside Brew, add lights and brightly painted mural to increase safety when using alley to walk between Ludlow and the Merchants lot.
- e- Issues: Concept at an early stage, needs more definition, agreement of property owner needed, collaboration of CBA. Would need a design to understand the scope and quotes from contractors. Private property, owner not contacted. NSP usually not granted for private property improvement.
- f- Note: Recommending that project planning happens in 2025 for potential request in 2026. Not ready for 2025.
- g- Expenses well defined: **No**

## 10-Clifton Pride Celebration and Clean up

- a- Proposer: Kathy Kalafut
- b- Amount requested: \$5000
- c- Total cost of project: \$unknown
- d- Description: I think it would be a lot of fun and helpful to Clifton if we had a community event with all our wonderful resources present. We could present ideas for the community (bike lanes, beautification), as well as have a variety of activities to enhance the pride and inclusivity of Clifton! We could have a trash collection portion, a 'take back the streets' bike ride..vendors at the Clifton Plaza, stops at the Arts and Rec Center. Let's bring some pride and fun to Clifton for ALL residents.
- e- Issues: Concept at an early stage, needs more definition, could be part of existing event like CliftonFest or Memorial Day Parade and Picnic
- f- Expenses well defined: **No**



# NSP Overview for Board Meeting

# What is NSP?

- Neighborhood Support Program, funded by the City
- Up to \$10,000 awarded to each community council for projects voted on by residents
  - “Residents” defined by the boundaries in the Bylaws
  - If requests total more than \$10,000, items with the lowest votes are either not funded or just partially funded



# Soliciting ideas

- Solicit ideas as broadly as possible
- CTM uses Mailchimp
  - >1000 people, including hundreds who are not members of CTM
  - CTM also reaches out to partner organizations that usually have projects such as CCAC and CRC

# Screening Ideas – Fit a Category

- ☐ Neighborhood Leadership Development Activities
- ☐ Communication Projects
- ☐ Neighborhood Improvement Activities
- ☐ Education Activities
- ☐ Neighborhood Services
- ☐ Problem-Solving Projects
- ☐ Other/ Quality of Life
- ☐ Council Business/Administrative/Operations

# Screening Ideas – Feasibility

- From 4/24/25 email from Elizabeth Bartley, director of Invest in Neighborhoods which manages NSP:
  - Vetting -- it is the responsibility of the NSP manager and board to make sure proposed projects are feasible - and because it is the responsibility of the nsp manager/board to make sure the projects actually get done
  - Yes, there needs to be some planning for new projects that haven't happened before
- Therefore, need some level of preliminary planning and cost estimates

# Screening Ideas – Feasibility

- From NSP Guidelines, the NSP review committee approves projects if:
  - The NSP Guidelines have been met
  - All proposal projects are adequately defined
  - The proposed budget is reasonable and clearly itemized
  - There is evidence that the Council submitting the proposal can manage the contract to a successful conclusion

# Screening Ideas – Not Permitted

- All direct social services
- Direct cash awards to individuals or groups
- Advertising that appears in NSP-subsidized publications
- Private entertainment, events and activities
- Activities that duplicate government services
- Promotion of political candidates or their activities
- Donation to causes
- Legal Fees to contest any City rulings
- Improvement to Private Property

# Screening Ideas – 2025

- Two items suggested to postpone at least until 2026
  - Clifton Pride and Upside Refresh due to feasibility:
    - No budget and planning details
    - Could become 2026 projects
  - Upside Refresh also may not be permissible because improves private property via mural and lighting
    - Potential alternate funding source: NBDIP which does not have this restriction