

Public Meeting of the Community Development Agency Governance Committee was held in the Municipal Building, 14 Baker Street, Patchogue, New York, on February 2, 2012.

1. Meeting was called to order at 6:47 p.m. by Chair Donald R. Wachsmuth, also present were Members Toni Dean, David L. Reese, Donald R. Wachsmuth, and Ernest C. Swinson. Also attending was, Executive Director Marian H. Russo.
2. Report by Chair Wachsmuth

Chair Wachsmuth stated the purpose of this meeting was to discuss current information regulations regarding the Village Patchogue Community Development Agency to insure that we operate in a legal and ethical matter without bias and without generating conflicts of interest. Mr. Wachsmuth stated that it was our obligation to stay knowledgeable of all current New York State Authority Budget Office (ABO) guidelines and regulations. The internet is an ideal tool to assist in this matter. I as Chairman will periodically search for any changes to rules, regulations and laws which would affect the way we do business. Additionally I will search for any on line trainings courses which would be of interest to us. Mr. Wachsmuth stated that today a new amendment came out in regard to the open meeting law and effective today New York State ABO implemented a new section 103(e): Disclosure of Records Scheduled for Discussion at Open Meetings.

Chair Wachsmuth stated that he attends the Village Board meeting and sometimes they talk about zoning laws, and different laws that they are voting on, and as the public you should be aware what is being discussed and be able to get that information. Chair Wachsmuth stated that the information that we are going to discuss at a meeting has to be available to the public via website or handouts at the time of the meeting. Also, if there was anything particular that we were going to discuss we should be prepared to have handouts.

D. Reese asked M. Russo what her thoughts were on that. M. Russo stated that there was always that balance between providing the public with information to be able to be involved in the decision making and than having information for the Board to do its work. Also, Ms. Russo stated that she would go to the Governance Committee for guidance to check what information needed to be presented to the public based on the upcoming meeting decisions that had to be made.

M. Russo stated that Agenda's had to be put on the website a week before the meeting. Also, the information relating to the agenda she could put in a folder in the office and anyone who wants it could review the information at a certain timeframe.

D. Reese asked M. Russo if something comes up after the agenda is on website could it be added. M. Russo stated yes.

3. Adjournment:
 - i. Motion to adjourn E. Swinson and T. Dean. Motion carried. Meeting adjourned at 7:00 pm.

Respectfully submitted,

Donald R. Wachsmuth