

Public Meeting of the Community Development Agency was held in the Municipal Building, 14 Baker Street, Patchogue, New York, on May 5, 2011.

1. Meeting was called to order at 7:00 p.m. by Chair David L. Reese, also present were Members Joseph E. Keyes, Jr., Ernest C. Swinson, Toni Dean, and Donald R. Wachsmuth. Also attending was, Executive Director Marian H. Russo. Chair Reese declared a quorum.
2. Minutes:
 - i. Minutes of April 7, 2011 were presented by M. Russo.

Motion by T. Dean and D. Wachsmuth to approve April 7, 2011 minutes. Motion was carried.
3. CDBG Project/ Budget Lines - report M. Russo.
 - i. Bandshell Mural. M. Russo stated that we have the revised mural design and received only positive comments from the Village Board.

D. Wachsmuth stated that he was not in favor of the purple fireworks but perhaps red, white and blue and felt that it was still a little dark.

M. Russo stated that we had the renderings for the north and south side and asked that changes be made.
 - ii. Scaffolding - Report by M. Russo

M. Russo stated that she had met with the scaffolding company and the lowest price was \$200 per month. M. Russo stated that she spoke with the muralist to find out what height he would need. M. Russo stated that she would take care of ordering the scaffolding.
 - iii. Surface Preparation - Report by M. Russo

M. Russo stated that she had forwarded color selection to Joseph Dean. Also, that the surface preparation was not complete.
 - iv. Security Cameras

J. Keyes stated that the electrician stated the cameras that E. Swinson researched would be fine and that they felt comfortable that they would be okay in the weather.

Chair Reese asked J. Keyes if the electrician was through the Village of Patchogue DPW. J. Keyes stated yes.
 - v. Sound Engineers

M. Russo stated that there were two engineer reports, one from SoundSense, LLC and the second from Riedel Audio & Acoustics, LLC.

D. Wachsmuth stated that the engineer's report from Riedel Audio & Acoustics, LLC was not adequate.

M. Russo stated that Riedel Audio & Acoustics, LLC proposal was \$10,000 to \$15,000 just to do the engineer report and SoundSense, LLC proposal was for \$1,800.

J. Keyes stated that one of the recommendations from Joe Dean was what E. Swinson recommended the recycled fiberglass and perhaps even a drop ceiling would be what we were looking for.

D. Reese asked J. Keyes did he know when Joe Dean would be able to schedule the installation. J. Keyes stated once we say that we would like for him to do that he would schedule the installation before the summer concerts.

J. Keyes stated that if the Board agrees we can order 10 panels. E. Swinson agreed to 10 panels.

Chair Reese stated that we was comfortable ordering the baffles.

D. Wachsmuth stated that we may not need sound engineers if we were going to try the baffles.

E. Swinson stated that he would like to see the baffles installed.

Chair Reese thanked E. Swinson for all his help on the baffles and he knows he was working on this for a year.

M. Russo stated that she would like J. Keyes to talk to Trustee Hilton and Maria Hendrickson speak to the people who run the music festival to not put the tape on it. M. Russo stated that Trustee Hilton and Maria Hendrickson may do that for safety reasons.

4. Bay Avenue Community Center

J. Keyes stated that the bathroom tiles were done and that as of a week ago the fixtures were not completed.

M. Russo stated that the contractor had put in a payment request but would not request payment until she received a sign off from McClave Engineering.

M. Russo presented the voucher from Carter-Melence, Inc. for the amount for \$28,951.00.

M. Russo stated that we were budgeted \$60,000 toward the project and at the next meeting she would ask the Board to make a determination on how to allocate the remainder of the funds. M. Russo asked the Board for approval of payment to Carter-Melence, Inc, for \$28,951 subject to approval by McClave Engineering.

J. Keyes and D. Wachsmuth made a motion to approve payment to Carter-Melence, Inc. for \$28,951 subject to approval by McClave Engineering. Motion was carried.

5. Roe Walkway - Report by M. Russo

M. Russo stated that the project was almost complete. M. Russo stated that she had a walkthrough with the engineer, Steve Uccellini, of J.R. Holzmacher, and he had forwarded a punch list. M. Russo stated that there were several areas where the concrete was stained and there was an area where someone had wrote in it. M. Russo stated that the engineer would require that the contractor takes care of all the items on the punch list.

D. Wachsmuth asked M. Russo if she heard anything about Stanley's door. M. Russo stated no.

M. Russo stated that there were issues with the drainage inlets, they were rusted and the concrete was not all cleaned up. Also, the lamp posts were not straight. Also, the concrete stain had to be removed from the water meter cover. M. Russo stated once that was removed the water company would replace the water meter. Also, some of the sono tubes that were used to pour the footings for the lamp posts were still there.

M. Russo stated that the engineer would not be releasing the contractor's payment request until the items were corrected.

M. Russo stated that a large part of the walkway was done through the Downtown Revitalization Grant round 7 and that round 10 was coming up which the Patchogue Chamber of Commerce will be applying for to do the archway. Also, that the application would not be difficult since the engineering was completed

and we have a price because it was already bided out. The County requires an easement, which the Village already has.

Chair Reese asked M. Russo how long would the archway project take. M. Russo stated since the Chamber had to put in for the grant, it could take a year from now.

6. Theatre Walkway - report by M. Russo

M. Russo stated that she did receive the survey for the Theatre Walkway. M. Russo stated that she had met Bill Lavelle, who owns a bit of the property back there and he had explained what the conditions were back there and he had some recommendations. M. Russo stated that she also met with Peter Sarich, Village Senior Building Inspector and he had experience when the Theatre was completed and he had recommended that the walkway be done. M. Russo stated that Mr. Sarich knows what the conditions were underground. Also, she was going to meet with Superintendent Joseph Dean tomorrow.

M. Russo presented an invoice from Smith, Jung & Gillis the surveyors for \$2,350.

T. Dean and E. Swinson made a motion to approve payment to Smith, Jung & Gillis for \$2,350. Motion was carried.

7. 2011 CDBG Budget Update - report by M. Russo

M. Russo asked the Board to review the Budget History spreadsheet. M. Russo stated that the budget did get cut was she did not have final figures yet from Suffolk County Community Development. M. Russo stated that Congress did pass a 16.85 percent cut to Community Block Grants and that is what we anticipate what our 2011 budget would be cut. M. Russo stated that the Board would have to make decisions when there are final figures.

Chair Reese asked M. Russo if she would have a better idea to what the figures would be at the June meeting. M. Russo stated yes.

J. Keyes stated that the projects that the Board approved would have to be cut. M. Russo stated yes.

M. Russo stated that the Board had approved for Fiscal Year 2011 \$135,580 for the Sidewalk & Parking Lot improvement project and felt that the cut should be taken out of there since it would have less impact.

8. Section 8 - report by M. Russo

M. Russo stated that we were up to 170 leased up tenants and we were expended approximately 99 percent of funding.

M. Russo stated that she was concerned that the administrative fees were being cut and she does not have a final figure because we have not received a contract from HUD.

Chair Reese asked what percentage was being cut. M. Russo stated that HUD prorates the funding and it was at 92 percent. M. Russo stated that it was proposed that the administrative fees would be reduced to 78.5 percent. M. Russo stated that our budget would be reduced for approximately 13 percent for Fiscal Year 2011.

Chair Reese stated that it was going to be a big concern.

9. Public Authority

- i. M. Russo reminded the Board to mail the Financial Disclosure Statements to Suffolk County Ethics Committee.

- ii. Governance Committee - M. Russo stated that she spoke with D. Wachsmuth and that there were any updates. M. Russo stated that she would meet with D. Wachsmuth to prepare for the meeting in July.

T. Dean stated that she needed to meet for the Audit Committee in June.

After a brief discussion it was agreed that the Governance Committee will have a meeting in June.

T. Dean gave information she had prepared for the Audit Committee meeting in June.

10. Other Business

M. Russo gave the Board a census tract map of the Village of Patchogue. M. Russo explained the census tracts and what the two blocks cover.

11. Adjournment:

- i. Motion to adjourn D. Wachsmuth and E. Swinson. Motion carried. Meeting adjourned at 7:51 pm. Next meeting on June 2, 2011.

Respectfully submitted,

Marian H. Russo