

Public Meeting of the Community Development Agency was held in the Municipal Building, 14 Baker Street, Patchogue, New York, on January 6, 2011.

1. Meeting was called to order at 7:00p.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 December 2, 2010 were presented by M. Russo.  
  
Motion by D. Wachsmuth and T. Dean to approve December 2, 2010 minutes.  
Motion was carried.
3. Chair Reese stated that a member of the public joined the meeting. Chair Reese read the public safety notice.
4. CDBG Project/ Budget Lines - report by M. Russo.
  - i. M. Russo stated that the budget lines did not change from last month and would give a progress report.  
  
Bay Avenue Community Center - report by M. Russo  
  
M. Russo stated she spoke with the engineer and the contractor when they were preparing to do the floor and found issues when they pulled up the subfloor that had to be addressed. M. Russo stated that the engineer was working on a design specifications and would present it to the contractor. M. Russo stated that it would be an additional cost to us.  
  
M. Russo stated that they have not moved forward in the completion of the installation but hopefully by the end of January.  
  
Chair Reese asked if additional funding had to be moved. M. Russo stated no, that there was more than enough funding in the budget line.  
  
D. Wachsmuth mentioned to the Board that a field trips as a group or partial group to the sites be done.  
  
M. Russo asked D. Wachsmuth if he was suggesting when we have a project coming up that he would like the Board to have, for example a meeting at that location or have the opportunity to see the location so that you have a view of what is going to happen.  
  
Chair Reese stated that it was a worthy idea.  
  
Chair Reese asked M. Russo if she could arrange a tour of Artspace. M. Russo stated that she would contact Shawn McLaren.
  - ii. Roe Walkway Project - report by M. Russo.  
  
M. Russo stated the contractor was delayed because of the Holiday's and the weather. M. Russo stated that drainage still had to be done.  
  
Chair Reese asked M. Russo with weather permitting could she give us an idea of completion. M. Russo stated that the project could be done by April.  
  
Chair Reese asked M. Russo if the tank was taken out. M. Russo stated yes.

iii. Oak Street Sidewalks - Report by M. Russo.

M. Russo stated that the portion of the project that we wanted to get done was complete. M. Russo stated that we hoped to get to in front of 38 Oak Street and they were able to go the Elks, the entire south side of the project.

M. Russo stated that the contractor, when the weather warms up, would be able to come back and do just in front of 31 Oak Street curbing. M. Russo stated that the owner of the building had indicated that he would do the entire sidewalk in front of his building.

i. Bandshell Project - report by J. Keyes

J. Keyes stated that it was possible not getting prices for as many cameras as him and E. Swinson were going for because the area was well lit at night and if he could have the Department of Public Works put a light on the roof of the bathrooms to illuminate the playground the only hidden spot would be the bay side of the bandshell. J. Keyes stated that we may just need one or two cameras. Also, was hoping that he wouldn't have to get numerous estimates. J. Keyes stated that if we decide to go that way then we could talk about the baffles and see if DPW can put them up.

Chair Reese asked J. Keyes if the first show at the Bandshell was June. J. Keyes stated that it could be earlier than June.

Brief Discussion ensued.

D. Wachsmuth asked J. Keyes where the graffiti was taking place. J. Keyes stated that there was on the Smith Street side.

J. Keyes stated that T. Dean was working with Kelly Goode from Patchogue-Medford high school to have an art project there and was hoping that would deter graffiti.

M. Russo stated that on the Grants Committee we have a member who has an organization called street art, Cynthia Parry who was a retired teacher from South Country along with two other women who work with the youth that were on probation for graffiti. M. Russo stated that they will not let them work on walls because they do not know the difference between what is okay to do on a mural or what is graffiti.

Discussion ensued.

M. Russo stated that the graffiti was mainly done on the shell of the Bandshell and not the building. Also, M. Russo informed the Board that the Bandshell was painted with a special paint that was almost rubberized. M. Russo stated that we may want to talk with the engineers because they were the ones that had recommended that type of paint.

T. Dean had a communication from Kelly Good stating she would be speaking with the high school art teacher and would have more information after that. They had identified a local artist to assist. Ms. Good will be at the February CDA Board Meeting. J. Keyes indicated Maria Hendrickson would also like to be kept in the loop.

Board discussed merits of paint that is graffiti resistant. J. Keyes will check with the engineer regarding the type of paint to be used. T. Dean suggested that the students may do the artwork, but the Village should undertake putting on the special coating. M. Russo asked J. Keyes if he could coordinate with either DPW or Parks regarding preparation of the bandshell. J. Keyes said it would be DPW. The Board requested M. Russo check with the CDA insurance agent whether the students working on the project were covered under the insurance policy.

5. Section 8

- i. Utilization is at 96% for January
- ii. Regarding HQS, M. Russo reported an issue was raised by HUD as to timeliness of HQS Inspection. HQS inspections were being done as required but there was a delay in transmitting the information due to a programming feature in the software used. Carmen Maldonado addressed the issue and corrected the problem.
- iii. M. Russo and C. Maldonado will be attending a training regarding projecting the number of vouchers we give out at any given time.
- iv. Training Session on Section 3 from Town of Islip on January 26, 2011. M. Russo stated the training would be helpful to the administration of CDBG funds. M. Russo explained briefly that Section 3 required contractors on projects using HUD funds hire any new employees for the project from Public Housing or HCV programs or those at that income level and to use companies owned by residents of public housing or with an HCV or meet the income requirements. The purpose of the program is to create jobs and provide training for residents of public housing. The scrutiny is heightened. It is difficult for our agency to comply, but we have to place this obligation on the contractor so it would behoove us to understand how the program works. M. Russo requested another board member to attend to assist her. E. Swinson and T. Dean volunteered to attend.

6. Public Authority

- i. Annual schedule of meetings posted to website.
- ii. Board must approve an overall budget for both CDBG and Section 8 to be submitted to the Authority Budget Office by April 1<sup>st</sup> of 2011. V. Harris has entered a proposed budget based on past trends. Board options are limited as we have only two programs and limited funding. The costs are what they are. The process is set forth in the statute.
- iii. Chairman Reese raised the timing of the financial statements to the County. M. Russo stated the Suffolk County Ethics Commission will be provided names and addresses of all board members so the financial disclosure statements will be forwarded directly to them.

7. Other Business:

- i. M. Russo advised Board of Grants Committee activities. Pat Edwards from Citibank will be speaking at the next meeting to discuss private funding.
- ii. January 24<sup>th</sup> at workshop will be held sponsored by Senator Gillibrand's Office and East End Arts Council regarding grants for the arts. They have asked the Grants Committee to do a presentation.

8. Adjournment:

- i. Motion to adjourn D. Wachsmuth and E. Swinson. Motion carried. Meeting adjourned at 7:45 pm. Next Meeting on February 3, 2011.

Respectfully submitted,

Marian H. Russo