

Public Meeting of the Community Development Agency was held in the Municipal Building, 14 Baker Street, Patchogue, New York, on November 4, 2010.

1. Meeting was called to order at 7:12 p.m. by Acting Chair Joseph E. Keyes, also present were Members Ernest C. Swinson, Toni Dean, and Donald R. Wachsmuth. Also attending was, Executive Director Marian H. Russo. Acting Chair Keyes declared a quorum.
2. Minutes:
  - i. Minutes of August 19, 2010 were presented by M. Russo.  
  
Motion by D. Wachsmuth and E. Swinson to approve August 19, 2010 minutes. Member T. Dean abstained. Motion was carried.  
  
Minutes of September 2, 2010 were presented by M. Russo.  
  
Motion by D. Wachsmuth and T. Dean to approve September 2, 2010 minutes. Motion was carried.  
  
Minutes of October 7, 2010 were presented by M. Russo.  
  
Discussion ensued.  
  
Motion by T. Dean and E. Swinson to approve minutes with changes discussed. Motion was carried.
3. CDBG Project/ Budget Lines - report by M. Russo.
  - i. Fiscal Year 2011 community Development Block Grant Budget - M. Russo read the proposed allocation of \$222,000 as follows: Administration \$24,420, Housing Code Enforcement \$36,900, Shorefront Park Ballfield Project \$100, Signage Program, \$20,000, Family Service League \$5,000 and Sidewalk & Parking Lot Improvements, \$135,580.  
  
Motion by D. Wachsmuth and T. Dean to adopt the resolution adopting the FY2011 CDBG Budget. Motion was carried.
  - ii. Bay Avenue Community Center - report by M. Russo  
  
M. Russo stated that the contracts would be signed next week with Carter-Melence.
  - iii. Roe Walkway Project - report by M. Russo.  
  
M. Russo stated that the contracts were signed yesterday and the project would start next week. M. Russo stated that the contractor anticipates that it could be done in three weeks depending on the weather.  
  
Discussion ensued.
  - iv. Façade Improvement Program - Report by M. Russo.  
  
M. Russo stated that the project was completed and recommended to the Board to transfer the remaining funds of \$3,532 to the Roe Walkway Project.  
  
Discussion ensued.
  - v. Motion by D. Wachsmuth and T. Dean to transfer \$3,532.00 from Fiscal Year 2008 Façade Improvement Program to Fiscal Year 2008 Roe Walkway project. Motion carried.
  - vi. Motion by T. Dean and D. Wachsmuth to transfer 2009 Unprogrammed funds in the sum of \$5,000 to the 2009 Downtown Public Improvement Program. Motion carried.

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

M. Russo stated that the project started yesterday. The curbing and curb cuts were also started.

Discussion ensued

i. Bandshell Project - report by Acting Chair Keyes

Acting Chair Keyes stated that he will be meeting one more company for an estimate and Member Swinson will be contacting someone also. Also, hopefully next meeting he will have at least six estimates.

ii. Shorefront Park Playground - report by M. Russo

D. Wachsmuth stated that the bench was installed.

M. Russo stated that she met with Maria Hendrickson of Parks and Recreation and they were looking to install chain link fencing around the playground.

D. Wachsmuth stated that he would not like to see fencing around the playground.

M. Russo stated that their thought was if a toddler runs away and it was so open now. M. Russo stated that the Parks and Recreation Department was not asking the CDA to pay for the fencing.

D. Wachsmuth stated that if you are there watching your children and if they run a little bit it was not that close to the bay.

Acting Chair Keyes asked why would the Parks and Recreation Department want fencing now.

M. Russo stated that they were concerned if parents turn around and the kids run into the street. M. Russo stated that the hedges were no longer there and the area was really open.

T. Dean stated that she did not like chain link fencing either but felt that if it saves a child's life it was worth it.

Discussion ensued.

M. Russo stated that the Parks Department was looking to install exercise equipment and they were requesting us to pay for additional swings for older children.

M. Russo presented the proposal to the Board. M. Russo stated that there was \$15,499.16 left in the budget and the estimate for \$13,751.58 and that it did not include the installation.

Discussion ensued.

The Board agreed to hold approval of the invoice until it was determined who will be installing the equipment.

4. Section 8

i. Utilization Report – report by M. Russo

M. Russo stated that for November were at 95%.

M. Russo stated that the waiting list went down from 950 to 234 applicants.

M. Russo requested approval from the Board for Carmen Maldonado, Nadia Iniguez and herself to attend a Nan McKay training in interviewing techniques at the Town of Brookhaven on December 7<sup>th</sup> and 8<sup>th</sup>. M. Russo stated that the cost would be \$400 per person for a total of \$1,200.

Motion by T. Dean and E. Swinson to approve Carmen Maldonado, Nadia Iniguez and Marian Russo to attend a Nan McKay training in interviewing techniques at the Town of Brookhaven on December 7<sup>th</sup> and 8<sup>th</sup> at a cost of \$400 per person for a total of \$1,200.

- ii. M. Russo stated that she was asked to be President of the Association of Long Island Housing Agencies.

Discussion ensued.

5. Public Authority:

- i. Transfer of Railroad Avenue Property – M. Russo stated that a public hearing will be November 8<sup>th</sup>, 2010 at the Village Board meeting.
- ii. M. Russo stated that she had received from the Authority Budget Office a policy guidance on annual board of directors evaluation. M. Russo stated that they were due next year.

6. Other Business

- i. M. Russo stated that she had sent a letter to the VFW Post NO. 2913 informing them that the CDA could not assist in the installation of an elevator because there was not sufficient funding.

Discussion ensued.

- ii. M. Russo stated that the CDA was sponsoring a foreclosure workshop with the Long Island Housing Partnership, Inc., and the Suffolk County Bar Association.
- iii. M. Russo stated that the CDA's 30<sup>th</sup> anniversary was coming up and would like some type of recognition from the Village Board. M. Russo asked the Board for some ideas.

Discussion ensued.

- iv. M. Russo stated that Nadia Iniguez received an award from the Town of Brookhaven Anti-Bias Task Force.
- v. M. Russo stated that she had received a J. P. Brown spirit award for exemplary commitment and service to the Patchogue Chamber of Commerce.
- vi. M. Russo stated that she also instrumental in securing a \$5,000 grant for the Fall Arts Festival for the Patchogue Arts Council.
- vii. M. Russo stated that the single audit was completed and was presented to the Board of Trustees and that the CDA had no finding.

7. Public to be heard - none

- i. Motion to adjourn by Members Wachsmuth and Member Swinson; motion carried. Meeting adjourned at 8:06 pm.

Respectfully submitted,

Marian H. Russo, Executive Director