

PATCHOGUE COMMUNITY DEVELOPMENT AGENCY
MINUTES OF MEETING OF
November 5, 2015
5:30 PM

Present: Elizabeth Marino, Toni Dean, Tom Ferb, Donald Wachsmuth, Jason Volini

Also Present: Marian H. Russo

Call meeting to Order

- I. Pledge of Allegiance
- II. Public Safety Statement
- III. Upon the motion of Member Wachsmuth seconded by Member Dean the minutes of the meeting of October 1, 2015 were approved.
- IV. CDBG Project/Budget Lines
 - a. CDBG Budget – Timeliness – E.D. Russo advised the board of the funds available for downtown projects and the need to expend funds in order to meet timeliness spending requirements under CDBG regulations as follows:
 - i. Must spend \$66,315.75 by January 15, 2016 this is a combined total of expenditures from all budget lines including Housing Counseling, Downtown Revitalization, Administrative Lines, and Project Delivery costs.
 - ii. Current Balance available for downtown projects is:
\$181,226.41
 - iii. Amounts needed for spring 2016 projects
 1. Roe Walkway Arch estimated costs \$35,500.00
 2. East Main Street Parking Lot: \$70,000.00
 3. Total \$105,500.00
 - iv. Amount needed for current projects:
 1. Staudinger Arch: \$13,500 + \$2,500 =
\$16,000.00
 2. Patchogue Arts Council – Furman Square
\$850.00
 3. Spirit Ironworks – Roe Walkway design
\$750.00
 4. Total: \$17,600.00
 - v. Amount remaining to be spent \$58,126.41 on Downtown projects.

- b. E.D. Russo presented invoices for approval by the board:
- i. Staudinger Arch:
 1. Upon the motion of Member Wachsmuth seconded by Member Dean, the board approved payment to LFG Rigging for installation of arch in the amount of \$13,500.00.
 2. Upon the motion of Member Dean, Seconded by Member Wachsmuth the board approved a change order for LFG Rigging to install brick face on concrete piers for the sum of \$2,500.00.
 - ii. E.D. Russo presented proposals from Jadeco construction for the Installation of ADA Compliant curb ramps at specific intersections on West Main Street at a total cost \$53,543.50. E.D. Russo advised she spoke with Superintendent Dean of the Department of Public Works and he recommended the project be undertaken as a priority.
 - iii. The board reviewed the proposals. Member Wachsmuth questioned the “Extra Labor” costs and asked for an explanation. Chair Marino asked for amended invoices indicating the ramps would be compliant with current ADA rules. The Board approved the following proposals contingent on amendment of proposals to include the language stating the ramps will be installed in accordance with current ADA requirements and a satisfactory explanation of “Extra Labor” costs. The E.D. was directed to provide the board with the information and then poll the board.
 1. Upon the motion of Member Dean and Member Wachsmuth the board approved proposal from Jadeco Construction to install ADA ramps at the intersection of River Avenue and West Main Street in the sum of \$13,943.00.
 2. Upon the motion of Member Wachsmuth and Member Dean, the board approved proposal from Jadeco Construction to install ADA Ramps at the intersection of Waverly Avenue and West Main Street in the sum of \$14,460.50.
 3. Upon the motion of Member Dean and Member Wachsmuth the board approved proposal from Jadeco Construction to install ADA ramps at the intersection of Summit and West Main Street in the sum of \$17,415.00.
 4. Upon the Motion of Member Dean and Member Volini the board approved the proposal from Jadeco

Construction to install ADA ramps at the intersection of Prospect and West Main Street in the sum of \$7,725.00.

- iv. Roe Walkway Arch – Status report
- v. East Main Street Parking Lot improvement – Status Report
- c. Public Service
 - i. Attention to Homelessness Project with Economic Opportunity Council of Suffolk
- d. FY2016 CDBG Budget – Adoption of Budget Total \$122,300.00
 - i. Recommendations of the Board
 - ii. Proposed Budget
 - 1. Administration \$ 7,330.00;
 - 2. Housing Counseling \$5,000.00
 - 3. Downtown Public Improvements: \$100,000.00
 - 4. Patchogue Medford Youth and Community Services: \$5,000.00
 - 5. Head Start Art Project \$5,000.00
 - iii. Upon the motion of Member Dean, seconded by Member Volini the board resolved to adopt the following CDBG Budget for FY16: Administration \$7,330.00; Housing Counseling \$5,000.00; Downtown Public Improvements \$100,000; Patchogue Medford Youth and Community Services Project Strive \$5,000.00; and Patchogue Head Start Art Project \$5,000.00.
- V. Section 8 - Report – Lease up is still at 158, however we have 10 vouchers out and HUD is aware of the possible HAP need for 168 households.
- VI. Public Authority – E.D. Russo advised the board the Reports of the Auditor were received and accepted by the Village Board. E.D. Russo was directed to forward a copy to Member Volini.
- VII. Other Business – Meeting dates for 2016
 - a. Move meeting to the 1st Tuesday of the Month – Does not work for Member Volini as he has a family obligation each Tuesday.
 - b. St. Joe's Institute for Attainable Homes.
 - c. Long Island VOAD
- VIII. Public to be heard
- IX. Adjourn – Next Meeting December 3, 2015