

PATCHOGUE COMMUNITY DEVELOPMENT AGENCY
MINUTES FOR MEETING OF
November 3, 2016
7:00 P.M.

Present: Donald Wachsmuth, Elizabeth Marino, Toni Dean, Susan Brinkman, Jason Volini

Absent: Lizbeth Carrillo

Also Present: Marian H. Russo, Executive Director (E.D.)

Meeting was called to order at 7:05 pm

- I. Pledge of Allegiance
- II. Public Safety Statement
- III. Upon the motion of Member Marino and Member Dean the minutes of October 6, 2016 were approved.
- IV. CDBG Project/Budget Lines
 - a. FY2017 CDBG – Adoption of budget total \$122,300.00
 - i. Proposed budget
 1. Administration \$7,330.00
 2. Housing Counseling \$13,345.00
 3. Downtown Public Improvements \$96,625
 4. Public Services \$5,000
 - ii. Upon the motion of Member Brinkman and Member Marino the board resolves to adopt the following CDBG budget for Fiscal Year 2017: Administration \$7,330; Housing Counseling \$13,345.00; Downtown Public Improvements \$96,625; Head Start Art Education Project \$5,000. Motion approved.
 - b. Downtown Public Improvements.
 - i. Current budget – M. Russo stated that nothing had changed since the last meeting. Also, still waiting for the Fiscal Year 2016 contracts. M. Russo discussed with the Board that she was researching the options with leaving the Suffolk County consortium.
 - ii. East Main Street Parking lot improvement – no update.
 - iii. Patchogue Village Camera initiative status report. M. Russo stated that the cameras were up and the server was in the Patchogue Theatre. M. Russo stated the cameras on West Main Street light pole was on a timer but did not rewire them because it would be costly. M. Russo stated that she was going to contact Tritec to see if they would allow a camera on their building.
 - iv. Roe Walkway Arch - M. Russo stated that she met with Spirit Iron Works. They were moving ahead.
 1. Motion by Member Dean and Member Marino to approve Spirit Ironworks invoice in the amount of \$11,000.00. Motion carried.
 2. Motion by Member Volini and Member Dean to approve Spirit Ironworks change order to add faux finish to the Roe Archway in the amount of \$4,429.00. Motion carried.
 - c. Public Service
 - i. Attention to Homeless Project with Economic Opportunity Council of Suffolk (EOC) – M. Russo stated that case workers reached out to five people for the month.
- V. Section 8 – Report

- i. M. Russo stated that Carmen Maldonado would be issuing five vouchers this week.
- ii. M. Russo stated the training that she and Carmen Maldonado attended was informative.

Lease Up Report	Oct	Nov
Voucher Authority per month-	173	173
Housing Assistance Payments - units	158	158
Voucher out for existing participants	1	1
Vouchers out for new participants	1	1
Vouchers not in use	13	13
Waiting List Report	Sept	
Pulled from waiting list (TIF's issued)	19	0
No response	7	0
TIF's received	12	0
Applications being processed including TIF'S received during the month	18	17
Remaining Waiting List	250	250

VI. Public Authority – report.

- a. M. Russo stated the audit reports were received and they will be filed with HUD, Suffolk County, and the Authority Budget Office
- b. Motion by Member Marino and Member Volini to set meetings of Governance Committee and Audit Committee for December 1, 2016 at 6:45 pm. Motion carried.

VII. Other Business – none

- I. Public to be heard – none.
- II. Upon the motion of Member Volini, seconded by Member Marino meeting adjourned at 8:22 pm.

Next Meeting December 1, 2016 at 7:00 pm.

Respectfully submitted,

Marian H. Russo