

PATCHOGUE COMMUNITY DEVELOPMENT AGENCY
MINUTES FOR MEETING OF
August 3, 2017
7:00 P.M.

Present: Donald Wachsmuth, Elizabeth Marino, Susan Brinkman, Lizbeth Carrillo

Also Present: Marian H. Russo and Patrick McHeffey

Meeting was called to order at 7:00 pm

- I. Pledge of Allegiance
- II. Public Safety Statement
- III. Approval of Minutes –
 - a. Motion to approve the minutes of June 1, 2017 by Member Brinkman and Member Marino. Motion carried.
 - b. Motion to approve minutes of July 6, 2017 by Member Marino and Member Brinkman. Motion carried
- IV. CDBG Project/Budget Lines
 - a. CDBG FY 2017 Budget Status Report – M. Russo stated that we still do not have signed contracts.
 - b. Chair Wachsmuth asked if we heard from the Town of Brookhaven. M. Russo stated that there was discussion with Suffolk County and the Town of Brookhaven. M. Russo stated that she had not received anything from the Village attorney, but would contact him.
 - c. East Main Street Parking Lot Improvement Status Report.
 - i. Motion to approve payment of invoice of Prime Engineering in the sum of \$1,392.50 by Member Brinkman and Member Marino. Motion carried.
 - ii. M. Russo stated that the property owner, Mr. Spanos was invited to come to the meeting but was called away to Greece for an emergency. Also, Mr. Spanos was very close to the sewer hookup and he has all the approvals and was getting prices from contractors.
 - d. Head Start Art Program Status Report – M. Russo stated that she will meet with Beth Giacummo, Executive Director of the Patchogue Arts Council on Monday. M. Russo stated that we will be working on moving that project forward. Pregnant
 - e. Patchogue Medford Youth and Community Services Program
 - i. M. Russo stated that she forwarded the contracts to Kourtney Bevis, Executive Director. Ms. Bevis will review the contracts with their Board and get back to us.
 - f. Attention to Homelessness Program
 - i. M. Russo stated that we did receive the backup information to account for the funding provided to Economic Opportunity Council of Suffolk (Suffolk EOC).
 - ii. Motion to approve payment of invoice to Suffolk EOC in the sum of \$5,000 by Member Marino and Member Carrillo. Motion carried.
- V. Section 8 –
 - i. M. Russo stated that HUD is requiring us to file a separate audit for the Section 8 program based on our 12/31 fiscal year. M. Russo stated that in the past we had submitted our audit based on the Village's fiscal year end of 5/31.
 - ii. Motion to approve proposal of Cullen & Danowski, LLP for services to be rendered for the audit of the Patchogue CDA Section 8 program as

required by HUD in the sum of \$2,500. Motion was postponed so that M. Russo can talk with the auditors.

- VI. Public Authority
 - a. Motion to adopt 2017 Annual Report on Operations and Accomplishments by Member Brinkman, seconded by Member Carrillo. Motion carried.
- VII. Other Business –
 - a. Grants administration and writing – status report. M. Russo stated that the Village did not get the \$10 million, it went to Hicksville.
 - b. M. Russo stated that the grant for the living shoreline was submitted and we should know something by December.
- I. Public to be heard – none.
- II. Upon the motion of Member Brinkman, seconded by Member Carrillo to change the meeting time to 6:00 p.m. Motion carried.
- III. Motion to adjourn by Member Brinkman and Member Carrillo. Meeting adjourned at 7:35 pm.

Next Meeting September 7, 2017 at 6:00 pm.

Respectfully submitted,

Marian H. Russo