

PATCHOGUE COMMUNITY DEVELOPMENT AGENCY
MINUTES FOR MEETING OF
September 1, 2016
7:00 P.M.

Present: Donald Wachsmuth, Elizabeth Marino, Lizbeth Carrillo, Jason Volini, Toni Dean, Susan Brinkman
Also Present: Marian H. Russo, Executive Director (E.D.)

Meeting was called to order at 7:22 pm

- I. Pledge of Allegiance
- II. Public Safety Statement
- III. Upon the motion of Member Marino and Member Carrillo the minutes of August 4, 2016 were approved.
- IV. CDBG Project/Budget Lines
 - a. FY2017 Community Development Block Grant Budget Process
 - i. M. Russo explained the process. Also, the public is heard at the October 2016 meeting and the Board will adopt the budget at the November 2016.
 - ii. M. Russo went over the budget history from the last five years. Also, stated that there were certain requirements that have to be followed. M. Russo went over the census tracts and census blocks.
 - iii. Eligible Projects – M. Russo went over the matrix that has all the different projects that could be done but we only look at the projects that are allowed for low moderate area and low moderate clientele.
 - b. Set Public Hearing date for October 6, 2016 at 7:00 pm. Motion to set a public hearing by Member Marino and Member Brinkman was approved.
 - c. Timeliness Report – M. Russo stated that she was advised by Suffolk County that we had to spend between \$76,000 to \$75,000 by end of the year.
 - d. Downtown Public Improvements
 - i. Roe Walkway Arch – Status report- M. Russo stated that the archway was under way and there was an additional cost to that because of a camera being added. M. Russo stated that she went to Spirit Iron Works to see the progress. They were working on the branches, fabricated another form, changes to the banner to be aluminum and the poles that support the branches, were going to be straight instead of them having a bend to them. M. Russo stated that it would save a lot of time and did not have any problem with that. M. Russo stated that they were on track to meet the end

of October deadline and that she would have invoices submitted by the end of September.

- ii. East Main Street Parking lot improvement – M. Russo stated that we were still waiting for the contracts from Suffolk County. M. Russo stated that Jason P. Fenley, Village Attorney, was waiting to hear back from Spanos’s attorney. Also, he was going to let her know how to move forward with the project.
- iii. Patchogue Village Camera – report. Chair stated that the motion was approved contingent on the answer, which we received. M. Russo stated she followed up with A+ Security line for line and there will be 7 cameras, 8 antennas. M. Russo stated that previously she mentioned two camera be placed at the archway and had discussed it with Dennis of the B.I.D. and the wires can be run through the archway. M. Russo will contact A+ Security to get a price.

e. Public Service

- i. Attention to Homelessness Project with Economic Opportunity Council of Suffolk – meeting with Adrian Fassett next Thursday.
- ii. Head Start – Arts Program- M. Russo stated that she reached out Kim Hart from Head Start several times and did not hear back from her.
- iii. Patchogue-Medford Youth and Community Service Project – M. Russo stated that we still don’t have the contracts from Suffolk County but would reach out Shawn Hirst.

V. Section 8 – Report

- i. M. Russo discussed repayment plans and if a participant had unreported income while repaying one agreement, we may terminate assistance.

Lease Up Report	Sep
Voucher Authority per month-	173
Housing Assistance Payments - units	159
Voucher out for existing participants	0
Vouchers out for new participants	2
Vouchers not in use	12
Waiting List Report	Aug
Pulled from waiting list (TIF’s issued)	10
No response	7
TIF’s received	3
Applications being processed including TIF’S received during the month	3
Remaining Waiting List	279

VI. Public Authority – Chair Wachsmuth stated that we had not had a meeting all year and would like to have the Governance and Audit Committee meet. M. Russo stated that we could have it at our November and December meeting.

VII. Other Business – none

I. Public to be heard – no public present

II. Upon the motion of Member Dean, seconded by Member Carrillo meeting adjourned at 7:47 pm.

Next Meeting October 6, 2016 at 7:00 pm.

Respectfully submitted,

Marian H. Russo