

PATCHOGUE COMMUNITY DEVELOPMENT AGENCY  
MINUTES OF MEETING HELD ON  
March 3, 2022  
6:30 P.M.

CDA Meeting -

Present: Donald Wachsmuth, Toni Dean, Patrick McHeffey, Camilo Salazar

Absent: Javier Kinghorn, Kaetlyn Jackson

Also Present: Marian Russo, Teresa Reilly

Called the meeting to order at 6:36 pm – Board Chair appointed Alternate Camilo Salazar to serve as a full member for the meeting.

- I. Pledge of Allegiance
- II. Approval of Minutes of regular CDA Meeting
  - a. Motion to approve Minutes of February 3, 2022 made by Member Camilo Salazar seconded by Member Toni Dean, vote, all in favor, motion carries.
- III. Financial Report
  - a. Section 8 and CDBG expenditure report – presented by T Reilly.
  - b. Approval of Audit – Motion to accept the CDA Audit made by Member Patrick McHeffey, seconded by Toni Dean, vote, all in favor, motion carries.
- IV. CDBG Project/Budget Lines
  - a. FY21 – Division Street Sidewalk Improvements -- Approve proposal from DeAI Concrete Corp. to rehabilitate and install four handicapped ramps with detectible warning strips in the sum of \$34,593.10. Motion by Member Patrick McHeffey, seconded by Member Toni Dean, vote, all in favor, motion carries.
  - b. CDBG Administrative budget – behind in spending down – Plan as follows:
    - i. 2019 – complete by February 2022
    - ii. 2020 – complete by August 31, 2022
    - iii. 2021 – Begin using September 2022 and complete by April 30, 2023
    - iv. 2022 – Begin using May 1, 2023 and complete by September 30, 2023
  - c. Public Hearing Comments
    - i. Trustee Liz Cerillo attended the public hearing and spoke in regards to requests from residents. The residents she spoke with requested a soccer field(s). Maury Dean was also in attendance agreed soccer fields were a good idea for the Patchogue Community.
    - ii. After the Public hearing, Marian Russo received a letter requesting better free public transportation. The resident stated she had read the article written about Bellport Village Senior Bus that will take Bellport seniors to the Doctor, grocery store, etc. The resident was hoping the village would take on a similar project.
      1. Suffolk County has a similar senior bus program. Suffolk County Accessible Transportation (SCAT). Eligibility to use the SCAT bus is determined based on guidelines contained in the Americans with Disabilities Act of 1990 (ADA). SCAT provides safe transportation. Minimal fees are charged to seniors that use the service.
  - d. Recommended Public Improvement Projects for FY2022

- i. Installation of Archway at the Main Street entrance to Roe Walkway
  - ii. ADA Ramps on Terry Street
  - iii. Improvements to Railroad Avenue Sidewalks from Church Street north to entrance to municipal parking lot.
  - iv. Alternate to Railroad Avenue Sidewalks -- Walkway between Court House Parking Lot and Railroad Avenue
- e. Resolution adopting FY2022 CDBG Budget
  - i. Administration \$9,000.00
  - ii. Housing Referral \$22,500
  - iii. Sidewalk Improvement Projects
    - 1. Promenade to the Arts Installation \$32,452.00
    - 2. Terry Street ADA Ramps \$40,018.00
    - 3. Railroad Avenue – east side from Church Street north to municipal parking lot entrance -- \$45,860.20
    - 4. Railroad Ave Sidewalk Improvements, tabled until the parcel ownership is figured out. There was no easement found on the property that would allow the CDA to work in the area.
  - iv. Resolution to adopt FY2022 CDBG Budget Motion made by Member Patrick McHeffey seconded by Member Camilo Salazar, vote, all in favor, motion carries.

V. Section 8: - Executive Director Report

VI. Public Authority

- a. Adoption of Patchogue CDA Public Authority Budget for fiscal years 2024-2026
- b. Motion by member Camilo Salazar seconded by Member Patrick McHeffey.

VII. Other Business:

- a. Records Management Grant –
  - i. Appoint Executive Director M Russo as Records Management Officer for the Village of Patchogue Community Development Agency. Motion made by Member Patrick McHeffey, seconded by Member Toni Dean, vote, all in favor, motion carries.
  - ii. Adopt Resolution adopting the Retention and Disposition Schedule for New York Local Government Records (LGS-1) motion made by member Camilo Salazar, seconded by Member Toni Dean, vote, all in favor motion carries.
  - iii. Authorize Executive Director to submit an application to the New York State Archives for a Local Government Records Management grant for an inventory and records management plan for records related to the Community Development Block Grant Program. Motion made by Toni Dean seconded by Member Camilo Salazar, vote, all in favor, motion carries.
- b. Executive Director vacation March 5 to March 13.
- c. Trustee McHeffey- met with a resident who lives near West Lake. Resident lost his wife and unborn child last year. He would like to do a project on west lake as a memorial for them. He would like to add a fishing dock in their memory.
- d. Maury Dean a resident was in attendance. He suggested Kayak launches.

VIII. Public to be heard

IX. Motion to adjourn by Member Toni Dean seconded by Member Camilo Salazar

X. Meeting adjourned at 7:29 pm

Next Meeting April 7, 2022