

Hudson Community Development & Planning Agency
Meeting of the Board of Directors
1 North Front Street
April 27, 2016

Present:

Tiffany Hamilton, Mayor
Tom DiPietro
Abdus Miah
Tiffany Gariga
Barbara Clair

Sheena Salvino, Executive Director

1. Director calls the HCDPA board meeting to order at 4:07pm

2. Board reviews the March 2016 minutes.

With no recommended changes, Mayor Hamilton makes a motion to accept the stated minutes. Seconded by Tom DiPietro.

ALL IN FAVOR. MOTION PASSED.

3. Board reviews Financial Statements

Abdus expresses concerns regarding legal fees and the administrative fees for the agency. Sheena states that both are normal expenses of the agency for its function.

Tiffany Garriga asks if the City's Lawyer could or should be engaged to do HCDPA work. Members discuss the amount of work that the City lawyer already has and the costs of services.

Abdus furthers his point that HCDPA is part of the City and as a city agency, it should make sure the relationship improves.

Mayor states that she believes that many people often confuse HDC and HCDPA and the work done by each agency. Sheena states that it is difficult to rectify because the agencies share the same staff, however administration of the HCDPA changes frequently.

Discussion returns to ways to lessen the monthly costs of the agency. Sheena notes that professional fees are limited to her time, TGW and lawyer fees. Tiffany Garriga asks how much the hourly fee is for current lawyers. Sheena states that the firm costs \$300/hour, however they have recently offered the agency the municipal rate of \$180/hour. The Board members discuss searching for different firms. Each board member will identify possible local lawyers/law firms to work with as alternatives.

Motion to accept financials Mayor Hamilton

Seconded by Tom DiPietro.

ALL IN FAVOR. MOTION PASSED.

4. New Business

Lengthy discussion about time and day of the meeting.

Tiffany Garriga makes a motion to move meeting to 4th Thursday at 1:30pm.

Seconded by Mayor Hamilton.

Discussion with Abdus about timing. He states he cannot attend more than 30 minutes at this time.

ALL IN FAVOR. MOTION PASSED.

5. Old Business Discussion on Bid Documents. Grammatical changes made.

Tom DiPietro makes a motion to approve the Bid Documents with changes and authorizes the Director to post the invitation to bid.

Seconded by Abdus Miah.

ALL IN FAVOR. MOTION PASSED.

Sheena to post to Register Star.

6. Old Business

Sheena reviews Consolidated Funding Application process, possible projects to be undertaken by City of Hudson, and the administrative fees associated with each of the projects. She states that the CDBG applications will have administration fees.

Discussion about project development regarding an Urban Renewal Plan, rehabilitation of the Boys & Girls Club, and the Waterfront Initiatives.

Sheena reminds the Board members that the mission statement and bylaws remain open for discussion and updating.

Sheena also reminds Board members that the ABO training is a requirement for all members. She urges everyone to go to the ABO website to sign up.

Motion to adjourn made by Tiffany Garriga.

Second Tom DiPietro.

ALL IN FAVOR. MOTION PASSED.

Board Adjourns at 4:47pm.

April 2016 Minutes

Respectfully Submitted,

Sheena M Salvino