

HUDSON COMMUNITY DEVELOPMENT AND PLANNING AGENCY
MEETING OF THE BOARD OF DIRECTORS
1 North Front Street – 12:00 PM

Meeting Minutes
January 28, 2016

Present:

Mayor Tiffany Martin Hamilton
Tiffany Garriga
Tom DiPietro
Abdus Miah

Absent:

Barbara Hall

Staff:

Sheena Salvino
Branda Maholtz

Legal:

Dan Tucznski

1. CALL TO ORDER

The Executive Director calls the meeting to order at 12:09 PM

2. MINUTES

a) Approval of December 2015 Minutes

Even though the new board members were not present at the last meeting, as this is a business administrative, Tiffany Martin Hamilton MOTIONS to approve the minutes. Tom DiPietro SECONDS. ALL IN FAVOR. MOTION PASSED.

3. FINANCIAL REPORT

b) Approval of December 2015 Financials

Announcement of Branda moving to part time, salary reimbursement to be around \$300.00

Abdus asks about the financial standing for paying employees, and making sure there is enough activity.

Sheena states that there is a finite amount of capital available for professional services.

Tiffany asks about the process for Betty Johnson and her health insurance/retirement. Sheena explains that Betty Johnson was employed by HCDPA and administered the Section 8 program. Though HCDPA no longer manages Section 8, the Agency continues to make payments to the health & retirement systems on

her behalf, clarifying that HCDPA does not pay for it, but that Betty Johnson sends a check to HCDPA who in turns sends it to New York State.

Tiffany Martin Hamilton MOTIONS to approve the financials. Tom DiPietro SECONDS. ALL IN FAVOR. MOTION PASSED.

4. EXECUTIVE DIRECTOR REPORT

See attached sheet

Dunn Warehouse: Final study is coming in the next couple of weeks, need final approval.

CW Park: finalizing paperwork and closeout, amendment for basketball hoops.

Canoe and Kayak launch: Doc Doctors will be installing in early spring 2016.

Coordinated with DPW.

HDC Day Care: complete, waiting for final reimbursement

GIS Planning Grant: new, HCDPA was asked to administer the grant by previous common council president, Sheena states that she can take on the administration.

Will need to enter into an agreement with the City in order to make this happen.

North Bay: Due to administrative changes, Christine Vanderlan of Columbia Land Conservancy has to get the new members up to speed, and needs to release the RFP. Also delayed because the trail intends to go over the landfill, and they have to wait for a closure plan for the landfill in order to proceed.

Foster's: We aren't involved here, just following up. Phase 1 is done, the next phase was to be dirt removal and capping it.

CSO: The project takes a lot of administration. Because this is an environmentally sensitive area, we have to do an expanded version of the Environmental Review record, now there are more agencies involved, need to approve. Recently the Dept. Of State put out public comment period. The comment period was triggered by a federal review of project-- because we do not have LWRP currently adopted/approved. The DOS Coastal Resources Specialist said it looks like solid project, but they have received extensive commentary from local resident.

Tiffany asks about making sure we are not in violation of anything. Sheena recounts the general process and shares that we have not gone beyond Step 2 of the process, but yes, that we are following protocol.

TEP: moving slow for 4 years, a new letter has been sent to DPW, but DOT needs to receive and make a determination to move forward and execute.

5. NEW BUSINESS

a) Prioritization for 2015-- we have met and discussed the mission of the agency and how we can prioritize in 2016.

General discussion about working in tandem with IDA and other agencies.

By laws-- Sheena will put into drop box that you can edit and read with track changes, then we can go over it with legal and accept the changes.

Mission Statement: we can all submit, or draft together to make sure the mission is reflective of our work.

Tiffany G. asks about loan programs. Duke explains that historically the Urban Renewal programs of the past provided funding for loans that came with administrative fees. Sheena discusses that there are other agencies in Hudson/County that do these types of programs and for us to also do it would be duplicative.

The board discusses wanting to get involved with housing grants and opportunities as the City may want to promote these programs.

Duke will send housing study and report to the board to research and look at HUD opportunities. Tom also states that the new Council President has made housing a priority with a new commission for housing.

Abdus discusses that it is important to have more low-income housing as it is apparent that there are difficulties for people, more people moving out of town as they cannot pay rent.

The board discusses some of the common problems and issues related to housing including the 2nd Ward being the center of the low-income population as well as bringing business to their areas to encourage economic growth and amenities.

Dan T. states that the city lawyer would be the one to draft legislative changes. He suggests hosting public meetings to understand what the problems are and see what the public wants in order to have zoning changes that reflect the plans for the city's future. He also mentions that there is difficulty when there is new administration there is no historical knowledge and he suggests that we develop the projects that the city wants and produce a flow-chart that delineates what agencies handle what-- so that the process is clear and documented. Allow both admin and elected officials to be aware what agencies responsibilities, what monies can be applied for and by whom.

b) Planning and tech assistance grant so that we can develop a new urban renewal plan. The board discusses their desire to pursue a grant like this.

6. OLD BUSINESS

a) Sale of 202-204-206 Columbia Street, Habitat is looking to finish this block with three more houses.

We historically do a sealed bid process. We may not get fair market value for the property, but we would help the housing in the ward.

The board discusses their options for selling the property.

Dan wants to solicit covenants on what the Board want to have happen on the property, we will want to have restrictions/conditions for sale to make it clear for anyone interested in the property.

b) Tiffany Garriga inquires about the Bliss Career Counseling Center. Sheena explains that HDC was willing to take on the project, however it is still unclear as to what the Housing Authority can /wants to do. Sheena will continue to inquire.

7. ADJOURNMENT

Tom MOTIONS to Adjourn at 1:20 PM. Tiffany Martin-Hamilton SECONDS. ALL IN FAVOR. MOTION PASSED