

Community Development Agency Meeting Minutes
Tuesday, September 6, 2016
7:30 PM; Common Council Chambers

Roll Call – Joseph DeStefano , Paul Johnson, Thomas Burr, Jude Jean-Francois, Gerald Kleiner, Kate Ramkissoon, J. Miguel Rodrigues, Kevin Witt.

Absent: Joseph Masi, Sande Sommers

Also present: Maria Bruni, and Donald Paris, Patricia Racine

Approval of Minutes – 08/01/16

Motion to approve minutes made by Johnson; seconded by Ramkissoon

Motion Carried: 8-0

Financial Report – see attached

Donald Paris presented the financial report, commenting that, as can be seen by the balance after one transaction, we are trending in the right direction.

Motion to accept made by Johnson; seconded by Jean Francois

Motion Carried: 8-0

Executive Director's Report –

We are preparing the six homes to go out for rehab. All six have pre-approved buyers. The specs will be completed this week for three more of them. We will put out to bid 182 Cottage, 20 Amchir and 6 Harrison. Once we get the specs back we will do 49 Prince, 13 Ridge and 186 Wickham. The environmentalists have already been done: mold, asbestos, lead. We have an initial review and schematic costs on the buildings that is the one bill that you will see this evening. Also this evening we will have a resolution on the appraisal RFP. We are recommending Greenberg Associates. They had the lowest bid and a good recommendation was received from M&T Bank.

Questions?

Ramkissoon: What will we be doing with 38 West Conkling?

Bruni: Jean and our inspector have looked at the property. It is in very bad shape. We are discussing with the chairman what should be done.

DeStefano: The property has not been transferred to the CDA yet. The CDA cannot do anything with the property. So one of the possibilities is to sell it to a private developer to demolish and then rebuild with a request for proposals.

Bruni: It would have to be owner occupied as well.

DeStefano: It would be a single family home. The priority is to get the house down and a private developer can do it quicker and cheaper than we can.

Burr: 186 Wickham it's causing rumors constantly.

Bruni: It's ready to go. We are waiting for the specs to come back so we can put bid package together. It will be in the second group to go out to bid. We didn't want to wait until all six specs came back. We want to get started as soon as possible. We anticipate a couple more weeks before we get that second set of specs back.

Bills and Communications –

Ayres & Galloway - \$27.98
Legal Expense - \$150.00
Federal Express - \$26.56
Farr Engineering - \$15,750.00

Motion to approve made by Johnson; seconded by Ramkissoon
Motion Carried: 8-0

Old Business –

New Business –

Discussion - Appraisal RFP
Resolution – Accept the bid of Greenberg Associates to provide appraisal services and to authorize the chairman to sign any necessary documents.
Motion made by Johnson; seconded by Witt
Motion carried 8-0

Adjournment

Motion made by Johnson; seconded by Jean Francois
Motion carried 8-0
Meeting adjourned: 7:42 pm