



WATERBURY LAND BANK AUTHORITY BOARD OF DIRECTORS MEETING MINUTES

RE: Board of Directors Meeting Minutes

Date: May 1, 2023

Location: Zoom

Call to Order: 9:01 AM, Chairman, Fred Luedke

Attendees: Directors - Fred Luedke (Chairperson), Bob Polito (Treasurer), Joel Becker, Dan Lauer, Dr. James Gatling (Vice Chairperson) Maggie Smith (Secretary)

Absentees: Gawdys Grullon

Staff: Nancy MacMillan (Executive Director), John Ewing (Planning & RE Analyst)

1) **Approval of Meeting Minutes:**

Minutes of the last meeting.

Director Luedke invited a motion to have the Board accept and approve the Board Meeting minutes of the April 17, 2023, meeting as presented. Bob Polito requested that the Meeting Minutes be amended to reflect that Bob Polito was absent from the last meeting due to his time on Jury Duty. Dan Lauer made the motion; Joel Becker seconded the motion. There was no further discussion. The motion passed unanimously. Board Meeting Minutes from April 17, 2023. (*See Attachment 1.*)

2) **Financials:**

Discussion regarding accounting.

Our accountant typically prepares our monthly financial report the first week of each month. Treasurer Bob Polito had no report to the Board regarding the financials.

3) **General Comments:**

Chairman Luedke had wanted to talk about a letter he had written to Mayor O'Leary regarding the WLB's request for financing. To simplify, we have not received a response from the Mayor to Fred's letter.

The ARPA Proposal to the City was submitted in December of 2022. WLB Executive Director has been strategizing and preparing to receive the first batch of properties from the City, as well as awaiting funding to start projects that were proposed.

4) **Executive Director's Report:**

Chairman Luedke asked the Board of Directors if everyone had read the Executive Director's report prepared by Nancy MacMillan and if anyone on the Board had any questions. There were no immediate specific questions from the Board, so Fred had asked Nancy to discuss the primary points of her report.



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Before Nancy had addressed her written report, she had commented on Fred's recapitulation of his letter to the Mayor. It was agreed that there seems to be a sense of hesitation on the City's part, and while we could speculate on the matter, the delay is probably due to a budget issue of which we have not been notified.

We have been making progress on the Conditions Assessment program and have reconciled a list of the first phase of projects to be assessed. Additionally, we have drafted a RFQ for property inspectors which we hope to release on May 16, 2023. The RFQ will be presented to the Board and its release will be approved at the next Board of Directors Meeting.

As we go through the details of the program, we will be able to judge if the Liberty grant will cover the expenditures for the program, and we can use the factual information to apply to ION Bank for the required balance and next phase of the Conditions Assessment to cover program expenses.

Nancy discussed the opportunity to work with Yale and DOH on the Yale 2023/24 project. Several parcels which WLB will own this spring, will be presented as options for Yale and its selected developer partner to acquire for the school's design/build project.

Other comments were made about potential collaboration in order to achieve what is required to submit grant proposals. Collaborations with New Opportunities and The Rivera Memorial Foundation are in the works.

There was a discussion about the DECD funding via the CIF 2030 grant, its requirements and benchmarks, and timing. The WLB had anticipated applying for CIF 2030 funds in round 4 which will be around October of 2023; however, at this time, we do not have enough solid information and backing to file for these funds. It would be better to wait until the first round in 2024 to present a more solid proposal which would demonstrate site control, leveraging of funds, and collaborative agreements with neighborhood partners to make a transformational impact and solid application.

After general discussion about assorted items on the E.D. report, there were no further items to discuss.

Our future 2023 Board of Directors Meetings are May 15; June 5, 19; July 10, 24; Aug 7, 21; Sept 11, 25; Oct 16, 30; Nov 13, 27; Dec 11.

Adjournment: Chair Luedke introduced a motion to adjourn. The motion was seconded and approved unanimously. There being no further business, the meeting adjourned at 9:41 AM.

This being a true and accurate record of the meeting of the Waterbury Land Bank, as attested by:

Margaret A. [Signature]

Secretary, Waterbury Land Bank Authority

May 5, 2023

Date