



**WATERBURY LAND BANK AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES**

RE: Board of Directors Meeting Minutes

Date: April 3, 2023

Location: Zoom

Call to Order: 9:00 AM, Chairman, Fred Luedke

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

Absentees: Mark Malaspina (Secretary)

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 March 20, 2023, meeting as presented. Bob Polito made the motion; Dan Lauer seconded the motion. There was no further discussion. The motion passed unanimously. Board Meeting Minutes from March 20, 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 noted that there was no financial report at this meeting. No questions from the Board. Financial report from accountant will be prepared for next meeting.

3) 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.

Before Nancy had given her report, she welcomed John Ewing to the WLB. John is a new associate with the Land Bank, and he will be our new Planning & R.E. Analyst. Introductions were made to the Board and John had an opportunity to discuss his professional background and his interest in the Land Bank.

Fred had alerted the Board of Directors that Mark Malaspina had resigned from the Board as Secretary and Mark was pursuing his own law practice, therefore, would not have the required time necessary to dedicate himself to the WLB. Fred mentioned that he appreciated Mark's time and participation.



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The Board had then gotten into a discussion about capital funds required to accomplish the Land Banks proposed activities, and various funds from the City which were being allocated to City projects.

Nancy had announced that the WLB had received its first grant from the Liberty Bank Foundation which will enable the Land Bank to commence its first program, the Conditions Assessment. John and I will start outlining the program and our timeline for next several months in order to have the program completed by the end of the summer. As we go through the details of the program, we will be able to judge if the Liberty grant will cover the expenditures and/or if we need to apply to ION Bank for the required balance to cover program expenses.

The regularly scheduled meeting between Nancy and Mike LeBlanc was postponed. We expect to reschedule during the first week of April. At Mike's request, my one-on-one meetings with Mike will now be expanded and will include Kevin Daly, and Mike Gilmore. When I rescheduled this meeting, I had asked if there has been a date scheduled for our meeting with the Mayor to follow up with our ARPA request. I have not heard back yet on this meeting.

Nancy attended a panel discussion on Housing Finance on 3-29-23 in Hartford. The DOH Commissioner was part of the panel. They talked about affordable housing development nuances and the increase in construction costs and the shortage of responsible contractors and developers in the field. There was a discussion by CHFA regarding various first time home buyer programs which are being leveraged for low to median income households. As we work through our networking and property dispositions, we can help facilitate state or local funding programs to buyers of our properties.

After a few general comments about sales in the area and prices of construction, the discussion was over. There were no motions for Board approval.

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 April 17; May 1, 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 9:37 AM.

The next meeting of the Waterbury Land Bank will be April 17, 2023, at 9 AM via Zoom. Link:

Join Zoom Meeting

<https://us06web.zoom.us/j/7515673317?pwd=RmN3T0ZycTMvUkprdE1MTkUzb2U4UT09>



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

Th. Zwick

Chairman, Waterbury Land Bank Authority

6/7/23

Date