



**WATERBURY LAND BANK AUTHORITY**  
**BOARD OF DIRECTORS MEETING**  
**January 12, 2026**

**Board of Directors Meeting Minutes**

Date: January 12, 2026

Location: Via Zoom

Call to Order: 9 AM, Chairperson, Frederick Luedke

Attendees Directors: Fred Luedke (Chairperson), Joel Becker, Bob Polito (Treasurer), Dan Lauer, Gawdys Grullon (Secretary), Lana Ogrodnik

Absent: Dr. James Gatling (Vice Chair)

Staff Present: Nancy MacMillan (Executive Director)

**1) Approval of Meeting Minutes:  
Minutes of the last meeting.**

Luedke invited a motion to have the Board accept and approve the Board Meeting minutes of the December 8, 2026, meeting as presented. Bob Polito made the motion; Gawdys Grullon seconded the motion. There was no further discussion. The motion passed unanimously. Board Meeting Minutes from December 8, 2025. (See Attachment 1.)

**2) Financial Report:  
Discussion regarding accounting.**

Treasurer, Bob Polito, provided the monthly financial reports (Balance Sheets, and Profit/Loss Statements prepared by our Book keeper via QuickBooks) to the Board.

The Treasurer noted that the December financials are well prepared. The Balance Sheet was discussed which illustrates properties. Profit and Loss Statement was discussed noting that the WLB is in a healthy financial position. Expenses are stable.

There was a note that we are awaiting the fiscal year audit and that our accounting firm was finishing up the draft. We should have it in early January. Delay is not certain.

Chairperson, Fred Luedke invited a motion to have the Board accept and approve the December 2025 monthly financials, as presented. Joel Becker made the motion; Lana Ogrodnik seconded the motion. The motion passed unanimously.



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**3) Additional Chairman’s Report:**  
**Chairman’s Overview of BOA Meeting:**

Before the Executive Director Report, the Board Chairman provided an overview of the Board of Aldermen meeting which was held on December 15, 2025. At this meeting, there were supporters of the Rivera Memorial Foundation who were misinformed or not aware of parcels being transferred to the WLB. The Aldermen on the Intergovernmental Committee made incorrect or inappropriate assumptions and the Executive Director was at the BOA meeting to address the assumptions and concerns. As a result of this meeting, the City of Waterbury will be hosting a Resident Meeting in February for the WLB Board and Staff and the HWSF Chair to present the WLB; its origination, purpose/mission, governance, and accomplishments. HWSF will be participating in the presentation process and speaking at this event.

This discussion amongst the WLB Board clearly presented an opportunity for the Board to vocally support the work of the WLB and support for the Executive Director who is doing a fine job. Questions were raised, in terms of meeting format, presenters, attendance, the city administration participation, and the timing of the RFP being released from the City for parcels on Cherry St.

**4) Executive Director’s Report:**  
**Executive Director Monthly Update.**

Chairman Luedke asked the Board of Directors if anyone had questions regarding the Executive Directors report, prepared by Nancy MacMillan. There were no immediate specific questions or items highlighted from the Board.

Nancy expanded on the comments made by our chairman: In December 2025, the City of Waterbury drafted the Conveyance Agreement to transfer 15 City-owned parcels to the WLB. This transfer was brought before the Board of Aldermen (“BOA”) for approval at their meeting on Dec 15, 2025. The transfer of properties was approved by the BOA, however, there was extensive community engagement, and Board of Aldermen comments regarding the WLB. Apparently, there was a misunderstanding as to what parcels were to be conveyed to the WLB. The misunderstanding was that the WLB was acquiring property at 188/192 Cherry Street which are parcels of interest to the Rivera Memorial Foundation (“RMF”), but in fact we are to acquire 122 Cherry St as per the BOA meeting.

With regard to the properties at 188/192 Cherry St. in Waterbury, WLB does not own these properties and has no interest in acquiring them. We are aware of RMF’s interest in acquiring the parcels and in several conversations have offered to provide support and assistance to RMF should they acquire them. Here is a brief history of WLB’s association with the properties:

--In early 2023, WLB applied for federal funding (under the Congressionally Directed Spending initiative/program) to acquire and develop vacant lots in Waterbury’s WOW neighborhood. At the recommendation of the city, WLB included 188/192 Cherry St. (then owned by the city) in the application.



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- On March 16, one day prior to the deadline for submitting the application, WLB was contacted by Jessica Ocasio on behalf of RMF, who asked that we remove those lots from our application since RMF had an interest in acquiring/developing those properties.
- Given insufficient time to replace those properties in favor of others, WLB pledged to swap out those properties once the application was approved...WLB subsequently did just that by substituting an Orange St. parcel in place of the Cherry St parcels.
- WLB told Jessica that the WLB would provide support/assistance to RMF should RMF ultimately acquire those properties from the City...WLB stands by that commitment.
- WLB has had no further contact with the City or with RMF regarding those properties.

There was a recapitulation of the sales which recently occurred and then a summary of all pending sales, and pending requests for property from the City of Waterbury. Outlined parcel lists were provided to the Board and the circumstances of each pending transaction was discussed. The Board concurred with the disposition of properties and was pleased by the number of parcels the Executive Director was simultaneously working on.

Additionally, we have several other parcels being examined or analyzed for sale. In January, applications will be analyzed and applicants selected for 3 of the available vacant parcels we own (60 Laurel St, 144 South Street, and Fairview/Johnson St.) These parcels were placed on our website and applicants who created accounts and expressed interest in acquiring these lots had submitted offers (commonly referred to as bids.)

Other activities such as meetings attended, work with our HR consultant, the pending RFP for the WOW Neighborhood, work on the HUD DRGR contract and system, calls from the general public, community engagement activities, and potential candidates for our open position were discussed.

After discussion about the foregoing items, there were no further questions.

Adjournment: Chairperson Luedke introduced a motion to adjourn. The motion was seconded and approved unanimously. There being no further business, the meeting was adjourned at 10 AM.

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

*Gawdys Grullon*  
WLB Secretary, Gawdys Grullon

01/28/2026  
Date