



WATERBURY LAND BANK AUTHORITY BOARD OF DIRECTORS MEETING

Board of Directors Meeting Minutes

Meeting Date: March 9, 2026

Location: Via Zoom

Call to Order: 9:03 AM, Frederick Luedke, Chair

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

Absent: Dr. James Gatling (Vice Chair)

Staff Present: Nancy MacMillan (Executive Director)

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

Fred Luedke invited a motion to have the Board accept and approve the Board Meeting minutes of the February 9, 2026, meeting as presented. Bob Polito made the motion; Joel Becker seconded the motion. There was no further discussion. The motion passed unanimously. Board Meeting Minutes from February 9, 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 February financials are in a healthy position. The condensed Balance Sheet was discussed as it summarizes properties the WLB is holding. Profit and Loss Statement was discussed noting that the WLB has stable expenses. Income this past month includes grant income from the HWSF, and from sales proceeds from the sale of 731 Baldwin St.

The year-to-date summary is in a good position.

Fred Luedke, Chair, invited a motion to have the Board accept and approve the February 2026 monthly financials, as presented. Lana Ogradnik made the motion; Dan Lauer seconded the motion. The motion passed unanimously.



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3) **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 confirmed that last month, we had fully drawn down on the grant from HWSF, and put in a request to draw down on the city MOU agreement this past week. Next drawdown request to the city will be in June 2026.

There was a recapitulation of property sales and then a summary of pending sales. This past month, we had sold 731 Baldwin Street, and we have several parcels nearing closing. Parcels with issues or delays were discussed in a little more detail.

The Board concurred with the disposition of properties and was pleased by the number of parcels the Executive Director was simultaneously working on.

Other activities such as meetings attended, work with our HR consultant regarding full-time candidates for the Project Manager position and a part-time candidate who will work as a consultant, the pending RFP by the City for the WOW Neighborhood Revitalization project, work on the HUD contract, calls from the general public, and community engagement activities were discussed. Additionally, the upcoming Residents Meeting to be held by the WLB and the City was discussed, as the E.D. has prepared a PowerPoint presentation for that event which is to be scheduled on April 7, 2026. Jim Smith with HWSF had worked with the E.D. on this endeavor, as he will also be participating with the Board Chair in the presentation. The remaining Board of Directors will be in attendance.

The new quarterly newsletter was created in English and Spanish, and it published on our website. Those interested in receiving regular newsletters may subscribe on-line by filling out a form on the WLB website.

The 2025 Annual Report was completed and on our website.

The Monthly Meeting Minutes are regularly posted on our website, we are always a month behind because they get posted after Board Approval.

On February 24, 2026, the State of CT Commerce Committee had the WLB on its agenda for Raising Bill 241. Senator Joan Hartley is Co-chair of this Committee and she was instrumental in getting the WLB on the agenda. Jim Smith was asked to provide a testimony on the Bill. Jim and I had collaborated on the presentation and the materials shared with the Commerce Committee.



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Other items regularly followed up on include:

- *Following up with WLB properties and advancing pending WLB sales.
- *Corresponding with City Dept of Finance, and Purchasing Dept, and Corp. Counsel.
- *Corresponding with the general public regarding properties of interest.
- *Working through issues on several properties, particularly 85 Hill Street.
- *Follow Up with The HR Desk concerning hiring.
- *Finalizing documentation required for the City RFP.
- * Preparing for and attending the HWSF Board Meeting on February 19, 2026 to give an update.

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

Adjournment: Chairman Luedke introduced a motion to adjourn. Bob Polito made a motion. The motion was seconded by Dan Lauer. The motion passed unanimously. There being no further business, the meeting was adjourned at 9:40 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

3/12/2026
Date