

(TBA)

**TOWN OF PUTNAM
REDEVELOPMENT AGENCY
Minutes of a Regular Meeting**

Date: February 11, 2020

PRA Office

Time: 8:00 a.m.

The Putnam Redevelopment Agency met for a Regularly Scheduled Meeting on Tuesday, February 11, 2020 in the Redevelopment Agency conference room, 156 Main Street, Putnam, CT 06260.

ROLL CALL: Mayor Barney Seney, Director Delpha Very, Chairman Paul Grenier, Vice-Chairman Lee Konicki, Agency Members: Delia Fey, Paul Pikora, Jim Northridge, Assistant Jackie Lefevre.

Chairman opened the meeting at 8:05 a.m.

APPROVAL of Regular Meeting Minutes – January 14, 2020*: Lee Konicki motioned to approve the minutes of the Regular meeting of January 14, 2020, as presented, seconded by Paul Pikora, motion unanimously passed.

REPORTING OF EXPENDITURES – January 2020: Expenditures were reviewed.

New Business:

a) Subordination Request and Guidelines: Director presented a Subordination Request from a former CDBG Housing Rehab client. Chairman suggested that the total loan including PRA loan should be 20% loan to value ration as a general guideline for Subordination Requests. Discussion ensued. Jim Northridge made a motion the Redevelopment Agency use the 80/20 rule as a guideline, also to look at each request on a case by case basis, seconded by Delia Fey, motion unanimously passed. Jim Northridge made motioned to approve the Subordination Request presented, seconded by Lee Konicki, motion passed unanimously. Consensus agreed future Subordination Requests are marked with their original case number to assist in identifying them.

Old Business:

a) By-laws adoption*: PRA By-laws, as provided via email, were discussed. Lee Konicki motioned to accept the PRA By-laws, as presented, seconded by James Northridge, passed unanimously.

b) 76-80 Main St.: The Director explained that because the total cost of the two proposals received added up to more then what remains in the Professional Services line items in either ECD or PRA budgets, she presented to the Board of Finance and requested the two budget fund line items be combined. Board of Finance unanimously approved. Town Attorney is working on an agreement ensuring insurance is on the building and funds expended by Redevelopment Agency are recovered when building is sold.

c) **PRA Account Consolidation:** Director presented to the Board of Finance the combining of PRA Putnam Bank account 183 and Bank Hometown PRA Account from a 112 Main loan repayment. Board of Finance unanimously passed. Funds have been consolidated into the 183 and renamed PRA Project Account.

d) **Tax Auction Protocol:** Director explained protocol moving forward is the proposed tax auction list will be provided to Putnam Redevelopment Agency staff for review. If any former recipients of Community Development Block Grant Housing Rehabilitation program are identified, Town staff will be alerted. Mayor added the PRA will be included in repayment process of any tax sale and funds to be recouped.

UPDATES: Director's Board of Selectmen Reports are now due on a quarterly basis. They will be available on the Town's website. Public Works will be removing 4 Norwegian Maple trees on Main Street. Public Works also assisted with providing compost to the Community Garden.

PUBLIC PARTICIPATION: None

ADJOURNMENT- There being no further items to lawfully come before such meeting, Jim Northridge motioned to adjourn, seconded by Lee Konicki, passed unanimously. Meeting ended at 8:41 a.m.

Respectively Submitted by Jackie Lefevre, Recording Secretary

TOWN CLERK - PUTNAM CT
Sam Perry
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