

**MINUTES OF THE MEETING OF THE MEMBERS OF THE
HOUSING TRUST FUND CORPORATION (“HTFC”)
HELD ON OCTOBER 11, 2018 AT 1:00 P.M.**

Locations: New York State Homes and Community Renewal, 641 Lexington Avenue, 5th Floor
New York, New York
New York State Homes and Community Renewal, 38-40 State Street,
Commissioner’s Conference Room, Albany, New York

Locations connected by video-conference

MEMBERS PRESENT:

RuthAnne Visnauskas, Chairperson
Alex Valella, representing Kenneth Adams, Member

OTHERS PRESENT:

Hillary Gunther
Becky Koepnick
Dina Levy
Betsy Mallow
Linda Manley
Jason Purvis
Heather Spitzberg
Rachel Wieder

There was a quorum with two Members present. Mr. Valella made a motion to call to order the meeting of the Members of HTFC. The motion was seconded by Chairperson Visnauskas.

The first item on the agenda was the approval of the minutes of the meeting held on September 6, 2018. The minutes were deemed approved.

The next item on the agenda was a resolution authorizing sponsorship of AmeriCorps VISTA members and authorizing awards to Neighborhood and Rural Preservation Companies for assistance with outreach initiatives for manufactured homes resources. Ms. Wieder introduced the AmeriCorps VISTA program and presented the recommendation to authorize sponsorship of the VISTA volunteers and to authorize awards to qualifying Neighborhood and Rural Preservation Companies to host the volunteers as well as to hire an associate to manage the outreach initiatives.

Mr. Valella moved to adopt the resolution; Chairperson Visnauskas seconded the motion, and the following resolution was adopted:

Section 1. The Members hereby authorize the sponsorship of VISTA members in connection with providing education and outreach about resources available to manufactured home park communities.

Section 2. The Members hereby authorize four awards in an aggregate amount of up to \$735,000 available under the Neighborhood Preservation and the Rural Preservation Programs, to four Neighborhood and Rural Preservation Companies, which will be competitively selected, to enable each selected company to hire an Education and Outreach Associate for two years and to recruit, host and supervise two VISTA members at their office locations.

Section 3. The Members hereby authorize the President of the Office of Single Family and Community Development or any Senior Officer of HTFC as defined by the bylaws to execute any documents which may be necessary and appropriate to effectuate the purpose of this resolution, including to enter into an agreement between HTFC and AmeriCorps VISTA and regulatory agreements with selected recipients of awards as applicable.

The next item on the agenda was a resolution authorizing HOME Local Performance Based Incentive awards. Mr. Purvis presented the award recommendations.

Mr. Valella moved to adopt the resolution; Chairperson Visnauskas seconded the motion, and the following resolution was adopted:

Section 1. The Members hereby authorize PBI awards with contract addendums under the HOME Local Program to the following eligible HOME Local Program Administrators up to the amounts specified below:

Local Program Administrator	Activity	SHARS ID	PBI Amount	Original Award Amount	Extension
Rebuilding Together Saratoga	Mobile Home Replacement	20163130	\$450,000	\$464,855	14 months
City of Mechanicville	Homeowner Rehabilitation with Rental Units	20153108	\$200,000	\$400,000	18 months
TOTAL			\$650,000		

Section 2. The Members hereby authorize the entering into of regulatory agreements with the applicants, upon their satisfactory compliance with any pre-contract conditions as required by statute or regulations, and upon such terms and conditions as set forth by HOME Local Program guidelines.

Section 3. The Members hereby authorize the President of the Office of Community Renewal or another authorized officer of HTFC to execute any documents which may be necessary and appropriate to effectuate the purposes of this resolution.

Section 4. This resolution shall take effect immediately.

The next item on the agenda was a resolution authorizing an award under the Community Development Block Grant (“CDBG”) Program for economic development to the Village of Canastota for Dutchland Plastics. Mr. Purvis presented the award recommendation.

Mr. Valella moved to adopt the resolution; Chairperson Visnauskas seconded the motion, and the following resolution was adopted:

Section 1. The Members hereby authorize an award of CDBG Program funds for economic development to the Village of Canastota in an amount up to \$750,000 funds to assist Dutchland Plastics with the purchase of machinery and equipment needed to relocate operations into an existing commercial space located in the Village.

Section 2. The Members hereby authorize HTFC to enter into a regulatory agreement with the applicant, upon its satisfactory compliance with any pre-contract conditions as required by statute or regulation, and upon such terms and conditions as set forth in the program guidelines.

Section 3. The Members hereby authorize the President of the Office of Community Renewal or another authorized officer, subject to the provisions of this resolution, to execute any documents which may be necessary and appropriate to effectuate the purposes of this resolution.

Section 4. This resolution shall take effect immediately.

The next item on the agenda was a resolution approving the SEQRA documentation and classification of projects for Bayshore Senior Residence, Keuka Gardens, 1182 Woodycrest Avenue Development. Ms. Spitzberg presented the recommendations that the projects be classified as unlisted actions with negative declarations.

Mr. Valella moved to adopt the resolution; Chairperson Visnauskas seconded the motion, and the following resolution was adopted:

Section 1. The Members hereby accept the SEQRA documentation for Bayshore Senior Residence, Keuka Gardens, and 1182 Woodycrest Avenue Development and hereby adopt the recommendation that each project be classified as an unlisted action with a negative declaration under SEQRA.

Section 2. The Members hereby authorize HTFC's SEQRA Officer or any authorized agent or officer to execute any documents in accordance with the applicable provisions of law to effectuate the purpose of this resolution.

Section 3. This resolution shall take effect immediately.

The next item on the agenda was a resolution approving the transfer of properties by Governor's Office of Storm Recovery without compensation. Ms. Gunther indicated that ten properties were being demolished and transferred with covenants that they could not be built upon.

Mr. Valella moved to adopt the resolution; Chairperson Visnauskas seconded the motion, and the following resolution was adopted:

Section 1. The Members hereby issue a written determination that there is no reasonable alternative to the proposed transfer without compensation that would achieve the same purpose of such transfer and approve the transfer of 10 properties to Flanders, Riverside, and Northampton Civic Association.

Section 2. The Members hereby authorize the Executive Team of the Governor's Office of Storm Recovery or any Senior Officer of HTFC or agent authorized by the Members to execute any documents which may be necessary and appropriate to effectuate the purposes of this resolution.

The remainder of the items were informational items and did not require board action.

The next item on the agenda was a review of SEQRA concur summaries.

The next item on the agenda was a review of SEQRA Type 2 projects.

The next item on the agenda was a review of SEQRA determinations for projects under the Governor's Office of Storm Recovery.

The next item on the agenda was a review of authorized contracts under the Governor's Office of Storm Recovery.

There being no unfinished business, Chairperson Visnauskas moved to adjourn the meeting; Mr. Valella seconded the motion, and the meeting was adjourned at 1:20 p.m.