I. Pledge of Allegiance

II. Public Safety Statement

III. Approval of Minutes
   a. Approval of Minute of July 2, 2020

IV. Financial Report
   a. Approval of Total Technology Invoice
   b. AVZ Invoice approval

V. Community Development Block Grant Program

VI. Housing Choice Voucher Program

VII. Public Authority Items

VIII. Other Business

IX. Public to be heard

X. Adjourn
Present: Donald Wachsmuth, Toni Dean, Susan Brinkman, Patrick McHeffey, Ryan McGarry, Javier Kinghorn

Also Present: Marian H. Russo and Teresa Reilly

Call meeting to order at 6:05 pm

I. Pledge of Allegiance

II. Public Safety Statement

III. Approval of Minutes – Approval of minutes of June 4, 2020.
   a. Motion made by Member Susan Brinkman to approve the minutes of seconded by Member Patrick McHeffey, vote, motion carried.

IV. Financial Report:
   a. Section 8
      i. Covid-19 – we received our Covid Funding
      ii. CDA Financial Report presented for June 5th to July 2, 2020 to the CDA Board Members.
      iii. Discussion about Section 8 HQS inspections. We are seeking approval to hire Mr. Franco is bilingual and has been the CDA HQS inspector. Motion to hire Frank Franco as Housing Quality Inspector at an hourly rate of 22.97, Motion made by Member Susan Brinkman seconded by Member Patrick McHeffey, vote, motion carried.
   b. CDBG- no new business

V. CDBG Project/Budget Lines
   a. Handicap ramp- Status report-
      i. M. Russo spoke with the handrail contractor Retro fit. They are on county contract. They will be working with DeAl on this project. The Davis Bacon Wage rates were sent to Retro fit. We are waiting on price quote. Photos have been taken of the space for the Handicap ramp at Village Hall. Once we get the quote from Retro fit, the quote and photos will be sent to the Town of Brookhaven for Project approval.

VI. Section 8
   a. Five year Plan Letter from HUD
   b. Language Access Plan - Motion to Adopt Language Access Plan by Member Patrick McHeffey seconded by Member Susan Brinkman, vote, motion carried.

VII. Public Authority
   a. Review of Mission statement and Performance Measures-
   b. Annual Report of Operations and Accomplishments. If Board chooses it can approve and move to adopt. Motion to adopt made by Member Susan Brinkman and Member Patrick McHeffey, vote, motion carried.
   d. Board Training Reminder- Discussion on requirements of training

VIII. Other Business
   a. Marian Russo vacation August 3-12th – Approved
   b. Teresa Reilly to provide CDA report to Board at August Meeting
   c. Financial Board Disclosures not received by some board members. M. Russo will reach out to confirm that they sent them out.

IX. Public to be heard

X. Motion to adjourn by Member Susan Brinkman seconded by Member Patrick McHeffey. Meeting adjourned at 6:53 pm.

Next Meeting August 6, 2020
Bill To: Village of Patchogue
   Attn: Anne Marie Monte
   PO Box 719
   14 Baker Street
   Patchogue, NY 11772
   United States

Date: 06/22/2020
Invoice: 63704
Account: VILLPATCHOGUE

Terms: Claim Form
Due Date: 07/22/2020
Reference: Service Ticket #1372484 - Teresa Reilly 3 new Dell Latitude laptops

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
<th>Price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dell Latitude 3000 3400 14&quot; Notebook - 1920 x 1080 - Core i5 i5-8265U - 8 GB RAM - 256 GB SSD - Windows 10 Pro 64-bit - Intel UHD Graphics 620 - English (US) Keyboard - Bluetooth</td>
<td>3.00</td>
<td>994.29</td>
<td>2,982.87</td>
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<tr>
<td>Microsoft Wireless Mobile Mouse 4000 - USB - 4 x Button - Black</td>
<td>3.00</td>
<td>17.00</td>
<td>51.00</td>
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<tr>
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<td>3.00</td>
<td>23.14</td>
<td>69.42</td>
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<td>3.00</td>
<td>249.99</td>
<td>749.97</td>
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<td>SonicWall UTM SSL VPN - License - 1 User</td>
<td>3.00</td>
<td>43.75</td>
<td>131.25</td>
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<tr>
<td>Shipping and Handling</td>
<td>1.00</td>
<td>115.00</td>
<td>115.00</td>
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<tr>
<td>License order processing fee</td>
<td>2.00</td>
<td>20.00</td>
<td>40.00</td>
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<tr>
<td>Fixed Fee</td>
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**Total Other Charges:** 4,989.51

Invoice Subtotal: 4,989.51
Sales Tax: 0.00
**Invoice Total:** 4,989.51
Payments: 0.00
Credits: 0.00
**Balance Due:** 4,989.51

Make checks payable to Total Technology Solutions. Any invoice not paid within 45 days of such billing is subject to a 2% monthly interest charge.

Celebrating 30 Years of IT Leadership
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<th>Quantity</th>
<th>Description of Materials or Service</th>
<th>Unit Price</th>
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**CLAIMANT'S CERTIFICATION**

Nicole Ferrari

1. I, the undersigned, certify that the above account at the amount of $4,989.51 is true and correct; that the items, services and disbursements charged were rendered to or for the municipality on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

7/2/2020  
Nicole Ferrari  
Accountant

**DEPARTMENT APPROVAL**

The above services or materials were rendered or furnished to the municipality on the dates stated and the charges are correct.

Date  
Authorized Official

**APPROVAL FOR PAYMENT**

This claim is approved and ordered paid from the appropriations indicated above.
For services rendered for the period January 1, 2020 through February 29, 2020 in connection with accounting services per our engagement letter dated October 18, 2018 and the addendum dated January 4, 2019. See detail of time attached:

December closing - up to max: $ 1,810.00
REAC filing (HUD audit assistance) - up to max: $ 2,510.00

Total Invoice Amount $ 4,320.00
**Incorporated Village of Patchogue**  
**Housing Choice Voucher Program**  
**Community Development Agency**

14 Baker Street  
P.O. Box 719  
Patchogue, NY 11772  
Phone: (631) 475-4300  
Fax (631) 475-8903

---

**CLAIMANT'S NAME AND ADDRESS:**

Albrecht, Viggiano, Zureck & Co PC  
25 Suffolk Court  
Hauppauge, New York 11788

**P.O. NO.**

**TERMS**

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<th>DESCRIPTION OF MATERIALS OR SERVICE</th>
<th>UNIT PRICE</th>
<th>AMOUNT</th>
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<td>6/29/2020</td>
<td>See invoice 578750</td>
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**TOTAL**  
$ 4,320.00

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**CLAIMANT'S CERTIFICATION**

I, **Jeff Davoli**, certify that the above account in the amount of $4,320.00 is true and correct: that the items, services and disbursements charged were rendered to or for the municipality on the dates stated; that no part has been paid or satisfied; that taxes from which the municipality is exempt, are not included; and the amount claimed is actually due.

6/29/2020  
**DATE**  
**SIGNATURE**  
**Partner**  
**TITLE**

---

(Do not write in space below - For Municipal Use Only)

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**DEPARTMENT APPROVAL**

The above Service or materials were rendered or furnished to the municipality on the dates stated and the charges are correct

**DATE**  
**Authorized Official**

---

**APPROVAL FOR PAYMENT**

This claim is approved and ordered paid from the appropriations indicated above

**DATE**  
**AUDITING BOARD**