

**Community Development  
Loan Committee Meeting  
December 4, 2015 at 8:15 AM  
Room #206**

**AGENDA**

- I. Roll Call
- II. Minutes: Review the Minutes of the November 6, 2015 meeting
- III. Review Loan Pool Balance Report
- IV. Rehabilitation Loan Requests
  - a. David Elder, 46 Elm Street; \$10,700 – SPOT Rehab
  - b. Patricia Thomas, 80 West Bates Street; \$2,500 – Exterior Work Grant
- V. Other Business
- VI. Adjourn

Upcoming Meetings: January 8<sup>th</sup>  
February 5<sup>th</sup>  
March 4<sup>th</sup>

MOTION To Move to Executive Session

**Motion:** To move that the Community Development Loan Committee enter executive session in accordance with Title I MRSA Section 405, Section 6, Permitted Deliberations F – Discussion of information contained in records made, maintained or received by a body or agency when access by the general public to those records is prohibited by statute. Other parties included are (name those that are applicable) the Housing Coordinator, the Administrative Assistant, the Community Development Coordinator, the Director, the client, etc.

**Second:**

**Vote:** (vote must be 3/5ths of members in attendance)

3/5th vote: 9 present=6 8 present=5 7 present=5 6 present=4 5 present=3

**Community Development  
Loan Committee Meeting  
Minutes of November 6, 2015**

- **Roll Call**

**Committee Members Present:** Dana Bonenfant (*arrived late*), Chris Brann, Matthew Carter, Traverse Fournier (Chair), Celia McGuckian, Ann Parker and Greg Whitney (Vice–Chair)

**Committee Members Excused:** Whitney Blondeau

**Staff Present:** Hal Barter, Yvette Bouttenot, Reine Mynahan and Lori Lewis

- **Minutes** - Review of meeting minutes of October 16, 2015

**Motion:** by Chris Brann to approve the minutes of the meetings of October 16, 2015.

2<sup>nd</sup> by Ann Parker

Discussion: Add line of when there is a late arrival.

**Vote: 6-0-0** in favor, motion carried

*(Dana Bonenfant arrived)*

- **Loan Pool Balance Report Review –**  
For discussion only

- **Loan Requests -**

Elvena Jackson

21 Western Prom – \$47,817

(Home Rehab - \$28,402; Residential Rehab - \$16,915; Exterior Grant - \$2,500)

**Motion:** Greg Whitney to approve an \$18,000 SPOT loan with the max allowed terms.

2<sup>nd</sup> by Ann Parker

**Vote: 7-0-0** in favor, motion carried

Alan Jellison

1571 Hotel Road – \$53,000

(SPOT Rehab - \$18,000; Residential Rehab - \$25,000; Exterior Grant - \$10,000)

**Motion:** Dana Bonenfant to approve only the SPOT Loan as presented.

2<sup>nd</sup> by Chris Brann

**Vote: 7-0-0** in favor, motion carried

Todd & Megan McCollough

218 Park Avenue – \$16,150 – SPOT Rehab

**Motion:** Greg Whitney to approve loan as presented with a 6 month deferred term and full payment after those 6 months.

2<sup>nd</sup> by Celia McGuckian

**Vote: 7-0-0** in favor, motion carried

- **Other Business -**

None

- **Next Meeting –** Next meeting will be held on Friday, December 4<sup>th</sup> at 8:15am.

- **Adjournment**

The meeting adjourned at 9:45 a.m.

Respectfully submitted,

Lori Lewis  
Community Development Assistant

DRAFT