

**Community Development  
Loan Committee Meeting  
Minutes of October 6, 2017**

- **Roll Call**  
**Committee Members Present:** Chris Bouchard, Chris Brann, Dana Bonenfant, Nikki Chabot, Ann Parker, Greg Whitney  
**Committee Members Excused:** Celia McGuckian  
**Staff Present:** Hal Barter, Yvette Bouttenot, Zach Lenhert and Alison Pepin
  
- **Minutes - Review of meeting minutes of September 1, 2017**  
**MOTION:** Chris Brann 2<sup>nd</sup> by Ann Parker to approve minutes  
**VOTE:** 6-0 in favor
  
- **Loan Pool Balance Report Review –**  
Discussion only – no action
  
- **Loan Requests –**  
**MOTION:** Chris Bouchard 2<sup>nd</sup> by Nikki Chabot to move that the Community Development Loan Committee enter executive session at 8:30 am 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 the Community Development Manager, Accounting, Compliance Underwriter, Community Development Housing Coordinator and Code Enforcement Officer.  
**VOTE:** 6-0 in favor  
**MOTION:** by Dana Bonenfant, 2<sup>nd</sup> Ann Parker to come out of Executive Session at 9:30 AM.  
**VOTE:** 6-0 in favor
  
- **Desiree O’Toole for a property at 154 Madison Street – Request for a SPOT loan of \$3,800**  
**MOTION:** by Ann Parker, 2<sup>nd</sup> by Nikki Chabot to approve the loan with a reduced term of 12 months.  
**VOTE:** 6-0 in favor
  
- **Solis Corporation for a property at 112 Court Street, Lead Loan request of \$10,000 and SPOT loan request of \$6,970.**  
**MOTION:** by Ann Parker, 2<sup>nd</sup> by Dana Bonenfant to approve the loan request as presented.  
**VOTE:** 6-0 in favor
  
- **Allegra Kirmani for a property at 5 Roak Street – Request for a \$14,550 Residential Rehab Loan and an Exterior Rehab Grant of \$6,844. A private match of \$7,131 is required.**  
**MOTION:** by Chris Brann, 2<sup>nd</sup> by Chris Bouchard to approve the loan request as presented  
**VOTE:** 6-0 in favor

- Timothy and Kara Cogle for a property at 21 Cook Street – Request for a \$23,585 Residential Rehab Loan and a \$10,000 Exterior Rehab Grant. Private match of \$10,362 is required.  
MOTION: by Chris Brann, 2<sup>nd</sup> by Ann Parker to approve the loan request as presented.  
VOTE: 6-0 in favor
- **Other Business** – The loan committee was polled for availability of an emergency meeting for the week of October 16. It appears we will have a quorum.
- **Next Meeting** – October 20, 2017 tentative  
November 3, 2017
- **Adjournment** –  
MOTION: by Chris Brann, 2<sup>nd</sup> by Ann Parker to adjourn the meeting at 9:40.  
VOTE: 6-0 in favor

Respectfully submitted,



Yvette Bouttenot  
Community Development Manager