

**Community Development
Loan Committee Meeting
April 1, 2016 at 8:15 AM
Room #206**

AGENDA

- I. Roll Call
- II. Minutes: Review the Minutes of the December 4, 2015 and December 18, 2015 meetings
- III. Review Loan Pool Balance Report
- IV. Rehabilitation Loan Requests
 - a. Qing Chen, 132 Hampshire St; \$3,000 – HOME Buyer
- V. Other Business
 - a. Resignation – Whitney Blondeau
- VI. Adjourn

Upcoming Meetings: May 6th
June 3rd
July 1st

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 December 4, 2015**

- **Roll Call**

Committee Members Present: Dana Bonenfant, Chris Brann, Matthew Carter, Traverse Fournier (Chair), Celia McGuckian and Greg Whitney (Vice-Chair)

Committee Members Excused: Whitney Blondeau, Ann Parker

Staff Present: Hal Barter, Yvette Bouttenot, Reine Mynahan

- **Minutes** - Review of meeting minutes of November 6, 2015

Motion: by Dana Bonenfant to approve the minutes of the meetings of November 6, 2015.
2nd by Greg Whitney

Vote: 5-0-0 in favor, motion carried

(Matthew Carter arrived)

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

- **Loan Requests** -

David Elder

46 Elm Street: \$10,700 SPOT

Motion: Greg Whitney to approve loan as presented.

2nd by Matt Carter

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

Paul & Kelsea Nelson

87 Sixth Street: \$2,500 Exterior Rehab Grant

Motion: Dana Bonenfant to approve the Loan as presented.

2nd by Celia McGuckian

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

Patricia Thomas

80 West Bates Street – \$2,500 Exterior Rehab Grant

Motion: Celia McGuckian to approve loan as presented waiving the match requirement

2nd by Greg Whitney

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

- **Other Business** -

Discussion on the proposed program changes.

- **Next Meeting** – Next meeting will be held on Friday, January 8th at 8:15am.
- **Adjournment**

The meeting adjourned at 9:15 a.m.

Respectfully submitted,

Yvette Bouttenot
Community Development Coordinator

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**Community Development
Emergency Loan Committee Telephone Poll
Minutes of December 18, 2015**

- **Roll Call**

Committee Members Called: Traverse Fournier (Chairperson), Greg Whitney (Vice-Chairperson), Whitney Blondeau, Dana Bonenfant, Chris Brann, Matthew Carter, Celia McGuckian, and Ann Parker
Staff Present: Yvette Bouttenot

- **Rehabilitation Loan Requests**

Timothy Mulligan, 74 Gamage Avenue – SPOT Rehab \$2,000
Deferred, 4%

Yvette conducted a phone poll of committee members for approval of this emergency loan request. Six members responded to the phone call:

Motion: Greg Whitney to deny loan.

2nd by Chris Brann

Vote: 6-0-2 in favor, motion carried (2 members didn't vote)

Respectfully submitted,

Yvette Bouttenot
Community Development Coordinator

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