

**TOWN BOARD SPECIAL MEETING**

January 27, 2015

6:00 p.m.

Present: Robert Multer, Supervisor  
Wayne Dunton, Town Councilman  
Allan Button, Town Councilman  
Leon Button, Town Councilman  
Peter Gerbic, Town Councilman

Recording Secretary: Kathy Pelton, Town Clerk

**RESOLUTION - ADOPT FAIR HOUSING POLICY**

The Town of Middlesex has received a Community Development Block Grant (NYS CDBG) for Water District improvements in the amount of \$600,000. To be compliant with requirements of the grant, the Town must adopt a Fair Housing Policy. After discussion and review of the proposed Policy, Supervisor Multer requested a Resolution to adopt the Fair Housing Policy; so moved by Councilman Allan Button and seconded by Councilman Peter Gerbic.

\*All in favor; none opposed – Motion Carried.

\*\* Please see attached Resolution 1-2015

**DESIGNATE A FAIR HOUSING OFFICER**

Supervisor Multer requested a motion to name the Deputy Town Clerk as the Town of Middlesex Fair Housing Officer. So moved by Councilman Peter Gerbic and seconded by Councilman Leon Button

\*All in favor; none opposed – Motion Carried.

**DESIGNATE COMMUNITY BANK AS DIRECT DEPOSIT FOR THE GRANT**

Supervisor Multer requested a motion to designate Community Bank as the direct deposit for grant funds. So moved by Councilman Leon Button and seconded by Councilman Allan Button.

\*All in favor; none opposed – Motion Carried.

**GRANT INFORMATION SUMMARY**

Grant Award:	\$600,000
Water District Funding Required:	<u>\$ 95,000</u>
	\$695,000

RFP will be published in the Messenger Post, the Democrat & Chronicle and NYS sponsored website for contractors. RFP will be due back at the end of February.

Councilman Wayne Dunton made the motion to adjourn and Councilman Peter Gerbic seconded the motion. \*All in favor; none opposed – Motion carried. Meeting adjourned at 6:15 p.m.

**TOWN OF MIDDLESEX, NEW YORK**

**RESOLUTION # 1-2015  
Fair Housing Policy**

**WHEREAS**, Title VIII of the Civil Rights Act of 1968, as amended (“the Fair Housing Act”), prohibits discrimination in all housing-related activities on the basis of race, color, religion, sex, national origin, familial status (number and age of children) and disability (“handicap”); and

**WHEREAS**, the U.S. Department of Housing and Urban Development (“HUD”) administers its housing and community development programs in a manner to affirmatively further fair housing (“AFFH”); and

**WHEREAS**, the Town of Middlesex recognizes the need to affirmatively further fair housing (AFFH) by: 1) promoting wider housing opportunities for all persons while maintaining a nondiscriminatory environment in all aspects of public and private housing; and 2) engaging in fair housing planning by conducting an analysis to identify impediments to fair housing choice within its jurisdiction, taking appropriate actions to overcome the effect of identified impediments, and maintaining records to document the analysis and the actions taken; and 3) making all persons aware of the range of housing options available; and

**WHEREAS**, the Town of Middlesex recognizes the benefits of AFFH, such as: 1) easing fair housing problems, if they arise; and 2) referring persons to the appropriate enforcement agencies in the event of a fair housing problem; and 3) maintaining a record of positive fair housing efforts to enhance opportunities for continued grant funding;

**RESOLVED**, that the Middlesex Town Board recognizes the need to establish a Fair Housing Policy, and hereby adopts the following:


1. **Policy:** It is the policy of the Town of Middlesex to promote the public health, safety and general welfare by assuring that all persons have equal opportunity for housing choices, without regard to race, color, religion, sex, national origin, familial status (number and age of children) or disability (“handicap”).
2. **Goal:** The primary purpose of this Policy is to maintain a fair housing environment in the Town of Middlesex by promoting free housing choice and by increasing public awareness of fair housing laws and remedies.
3. **Strategy:** The following actions shall comprise the Town’s fair housing strategy, but the following list is not intended to be comprehensive or permanent and may be amended as necessary, from time to time:

- a. Annually publish a notice of availability of assistance in fair housing matters in the official newspaper of the Town and annually post said notice on the Town bulletin board.
  - b. Displaying and making available fair housing promotional materials as provided by HUD at the Town Hall.
  - c. Publicizing April as Fair Housing Month.
  - d. Increasing the public's awareness of the goals of fair housing and the commitment of the Town to these goals.
  - e. Providing referrals, as appropriate, to legal services and housing counseling organizations and enforcement agencies.
4. **Fair Housing Officer:** The Town of Middlesex shall appoint a Fair Housing Officer (FHO) upon approval of this policy, and shall renew such appointment on an annual basis. The person appointed shall be documented via meeting minutes.
  5. **Responsibilities of the Fair Housing Officer:** The FHO shall respond to all inquiries regarding the applicable federal and state fair housing laws and shall maintain documentation of such activities, detailing the source of the inquiry, the nature of the problems identified and any actions taken. The FHO shall refer the matter to the appropriate legal services or housing counseling organizations or enforcement agencies, as appropriate. Whenever a possible violation of the federal or state fair housing laws are identified, the FHO shall refer the matter to HUD, via the Town Attorney if necessary, for further action under Title VIII of the Civil Rights Act of 1968, as amended.
  6. This Policy may be amended from time to time by the Town Board.

The foregoing Fair Housing Policy was adopted on January 27, 2015, upon motion made by Councilman Allan Button and seconded by Councilman Peter Gerbic.

Voting was as follows:

	<u>AYE</u>	<u>NAY</u>
Robert Multer, Supervisor	✓	—
Wayne Dunton, Deputy Supervisor	✓	—
Allan Button, Councilman	✓	—
Leon Button, Councilman	✓	—
Peter Gerbic, Councilman	✓	—

  
 Kathryn A. Pelton  
 Town Clerk - Town of Middlesex

Date: 01/27/2015

