

**MINUTES
TOWN OF ISLIP
COMMUNITY DEVELOPMENT AGENCY
BOARD OF DIRECTORS MEETING
APRIL 9, 2015
6:00 P.M.**

The meeting was opened at 6:07 p.m. by Chairwoman Debra Cavanagh. Other members present for the Board of Directors were Ramon V. Colon and Manuel Troche. Present for the CDA were Executive Director Alison Karppi, Assistant Director Salvatore Matera, General Counsel Robert T. Fuchs, Affordable Housing Director Robert Kuri and Director of Administrative Services Julia MacGibbon. Also present was Sy Tabriztchi from Tabriztchi and Company.

1. **MINUTES OF MEETING** – On a motion of Ramon Colon, seconded by Manuel Troche, the minutes of the Board of Directors meeting held March 12, 2015 were approved by all without change.
2. **AUTHORIZATION TO PARTICIPATE IN THE NEW YORK STATE DEFERRED COMPENSATION PLAN** – On a motion of Manuel Troche, seconded by Ramon Colon and approved by all, authorization was granted to offer all new and existing employees the opportunity to participate in the New York State Deferred Compensation Plan.
3. **AUTHORIZATION TO ENTER INTO A SUBRECIPIENT AGREEMENT WITH FAMILY SERVICE LEAGUE** – On a motion of Ramon Colon, seconded by Manuel Troche and approved by all, authorization was granted for the Executive Director to enter into a sub-recipient agreement with Family Service League in the amount of \$81,404.00 under the 2014 Emergency Solutions Grant. The funds will be used for rapid re-housing and homelessness prevention.
4. **AUTHORIZATION TO ENTER INTO A SUBRECIPIENT AGREEMENT WITH FAMILY AND CHILDRENS ASSOCIATION** – On a motion of Manuel Troche, seconded by Ramon Colon and approved by all, authorization was granted for the Executive Director to enter into a sub-recipient agreement with Family and Children’s Association in the amount of \$25,000.00 under the 2014 Emergency Solutions Grant. The funds will be used for rapid re-housing and homelessness prevention.
5. **AUTHORIZATION TO ENTER INTO A SUBRECIPIENT AGREEMENT WITH SUFFOLK COALITION AGAINST DOMESTIC VIOLENCE** – On a motion of Ramon Colon, seconded by Manuel Troche and approved by all, authorization was granted for the Executive Director to enter into a sub-recipient agreement with Suffolk Coalition against Domestic Violence in the amount of \$15,000.00 under the 2014 Emergency Solutions Grant. The Funds will be used for rapid re-housing and homelessness prevention.

6. **AUTHORIZATION TO ENTER INTO A SUBRECIPIENT AGREEMENT WITH THE INCORPORATED VILLAGE OF OCEAN BEACH** – On a motion of Manuel Troche, seconded by Ramon Colon and approved by all, authorization was granted for the Executive Director to enter into a sub-recipient agreement with the Incorporated Village of Ocean Beach in the amount of \$25,000.00 for the renovation of four public bathrooms to make them handicap accessible. Pending all necessary approvals. (Please note that Robert Fuchs, General Counsel disclosed that he is the Village Prosecutor for the Inc. Village of Ocean Beach and as a consequence he will arrange for outside counsel to handle any legal issues which arise with regard to this matter.)
7. **AUTHORIZATION TO ENTER INTO A LEASE AGREEMENT** – On a motion of Manuel Troche, seconded by Ramon Colon and approved by all, authorization was granted for the Executive Director to enter into a one year lease agreement with Jet Direct Funding Corp. for additional space available in the Applied Technology Center located at 111 West Main Street, Bay Shore. The rent is \$28,140.00 per year/ \$2,345.00 per month. Client has been a tenant for over four years.
8. **AUTHORIZATION TO ENTER INTO A LANDSCAPING CONTRACT** – On a motion of Manuel Troche, seconded by Ramon Colon and approved by all, authorization was granted for the Executive Director to enter into a two year contract with JT Masonry and Landscaping in the amount of \$53,725.00 per year.
9. **AUTHORIZATION TO ENTER INTO A SPRINKLER CONTRACT** – On a motion of Manuel Troche, seconded by Ramon Colon and approved by all, authorization was granted for the Executive Director to enter into a two year contract with B&B Maintenance for sprinkler repair and maintenance. The open/close per unit is \$85.00. The hourly cost for maintenance/repair is \$85.00 per hour.

Discussion:

1. Mr. Tabriztchi of Tabriztchi and Co., CPA, PC gave the Board an overview of his company and a summary of the June 30, 2014 Financial Statements. Ramon Colon asked several questions regarding the Financial Statements and the audit finding regarding the HOPWA program. All questions were answered to his satisfaction.
2. Up-date of current activities
3. Next CDA Board Meeting on May 14, 2015 @ 6:00 p.m.

There being no further business to come before the Board, on a motion of Manuel Troche, seconded by Ramon Colon and approved by all, the meeting was adjourned at 7:03 p.m.

Respectfully Submitted,

Julia E. MacGibbon
Assistant Secretary

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