

MINUTES
TOWN OF ISLIP
COMMUNITY DEVELOPMENT AGENCY
BOARD OF DIRECTORS MEETING
JUNE 12, 2014
5:30 P.M.

The meeting was opened at 6:06 p.m. by Chairperson Debra Cavanagh. Present for the Board of Directors were Ramon Colon, Steven Raccuglia, Renee Ortiz and Manuel Troche. Present for the CDA were Executive Director, Alison Karppi, Assistant Director, Salvatore Matera, General Counsel, Robert Fuchs, Affordable Housing Director, Robert Kuri and Director of Administrative Services, Julia MacGibbon. Present for the Town of Islip was Councilman John Cochrane, Jr. Representatives from the Central Islip Civic Council were Velene Gallagher, Bill Dungee and Nancy Vargas Johnson.

1. **MINUTES OF MEETING** – On a motion of Renee Ortiz, seconded by Steven Raccuglia and approved by all, the minutes of the Board of Directors meeting held May 8, 2014 were approved without change.
2. **AUTHORIZATION OF SEVERANCE PAYOUT** – On a motion of Renee Ortiz, seconded by Ramon Colon and approved by all, authorization was approved for the severance payout offered to the former Executive Director, Paul Fink, in the amount of \$17,183.40. The General Counsel has obtained an acceptable executed Separation Agreement and General Release.
3. **AUTHORIZATION TO FUND PUBLIC SERVICE PROJECTS** – On a motion of Manuel Troche, seconded by Renee Ortiz and approved by all, authorization was granted for the Executive Director to enter into Sub-recipient agreements and provide grants from Community Development Block Grant funds for the following public service providers in the amounts listed:

Grantee	Amount
Adelante of Suffolk County	\$ 19,250.00
Central Islip Civic Council (Lowell)	\$ 0.00
Economic Opportunity Council (SNAP)	\$ 5,000.00
Family Service League of Suffolk County	\$ 28,200.00
Great South Bay YMCA	\$ 20,000.00
Long Island Gay and Lesbian Youth	\$ 10,000.00
Long Island Housing Services, Inc.	\$ 20,000.00
Mercy Haven, Inc.	\$ 11,550.00
Unlock the Possibilities Foundation	\$ 0.00
Youth Enrichment Services	\$ 50,000.00
Total	\$164,000.00

4. **TERMINATION OF AUDIT COMMITMENT WITH HYMANSON, PARNES & GIAMPAOLO, CPA, PC** – On a motion by Steven Raccuglia, seconded by Renee Ortiz and approved by all, at the recommendation of the Audit Committee, the Board of Directors authorized the termination of the commitment with Hymanson, Parnes and Giampaolo, CPA, PC, to perform the audits for the Town of Islip Community Development Agency for the remaining years ending June 30, 2014 and 2015, based on the inability to accurately prepare and convert Fund Financial Statements to Government Wide Financial Statements. Proposal submitted has been determined to be not-responsible as the firm lacks the required and specific knowledge to perform our audit.

5. **RE-SELECTION OF INDEPENDENT AUDITOR FOR AGENCY AUDIT FOR THE REMAINING YEARS ENDING JUNE 30, 2014 AND 2015** – On a motion by Ramon Colon, seconded by Steven Raccuglia and approved by all, at the recommendation of the Audit Committee, the Board of Directors authorized the Executive Director to enter into contract with Tabriztchi and Company, CPA, PC, (the second lowest responsible bidder) to perform the Agency audits for the years ending June 30, 2014, June 30, 2015.

Discussion:

1. The Executive Director up-dated the Board on current activities.

2. The Executive Director discussed the overall College Woods Property Management issues and the overall budget with the Board. Velene Gallagher from the Central Islip Civic Council informed the Board that they would not be able to handle the maintenance of the 28 units but submitted a proposal to provide property management services for \$40,000.00 per year. The Executive Director explained that at this time it would be more fiscally responsible for the Agency to handle everything in-house rather than to piece out a portion of the work.

3. The Executive Director and the Board discussed the situation at Roberto Clemente Pool and the issues regarding CDA funds.

4. Executive Director informed the Board that the lottery was a success and that we would be starting to interview the clients within a few weeks.

5. The Executive Director informed the Board she would be hiring a part-time employee for the maintenance of the College Woods units.

6. Next CDA Board Meeting on July 10, 2014

There being no further business to come before the Board, on a motion of Ramon Colon, seconded by Renee Ortiz and approved by all, the meeting was adjourned at 7:07 p.m.

Respectfully Submitted,

Julia E. MacGibbon
Assistant Secretary

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