

**MINUTES  
TOWN OF ISLIP  
COMMUNITY DEVELOPMENT AGENCY  
BOARD OF DIRECTORS MEETING  
AUGUST 14, 2014  
5:30 P.M.**

The meeting was opened at 5:42 p.m. by Chairperson Debra Cavanagh. Present for the Board of Directors were Ramon V. Colon and Steven Raccuglia. Present for the CDA were Executive Director Alison Karppi, Assistant Director Salvatore Matera, General Counsel Robert T. Fuchs, Affordable Housing Program Director Robert M. Kuri.

1. **MINUTES OF MEETING** – On a motion of Steven Raccuglia, seconded by Ramon V. Colon, the minutes of the Board of Directors meeting held June 12, 2014 were approved by all without change.
  
2. **AUTHORIZATION TO ENTER INTO A NEW SUB-RECEIPIENT AGREEMENT WITH UNITED WAY OF LONG ISLAND, Inc.** – On a motion of Ramon V. Colon, seconded by Steven Raccuglia, and approved by all, authorization was granted for the Executive Director to enter into a new sub-recipient agreement with United Way of Long Island, Inc., in the amount of \$1,634,426.72 to continue their role as HOPWA Program sponsor for July 1, 2014 to June 30, 2015.
  
3. **AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH THE TOWN OF ISLIP** – On a motion of Steven Raccuglia, seconded by Ramon V. Colon, and approved by all, authorization was granted for the Executive Director to enter into an agreement with the Town of Islip whereby the Town will provide comprehensive enforcement of code violation services within designated areas in the hamlets of Bay Shore, Brentwood and Central Islip; the CDA will provide \$75,000.00 in CDBG grant funds toward payroll for the 2014 calendar year.
  
4. **APPROVAL TO ADOPT THE AMENDED FISCAL YEAR 2012 BUDGET** - On a motion of Steven Raccuglia, seconded by Ramon V. Colon, and approved by all, the Board adopted the amended Fiscal 2012 Annual Plan and Budget under the Town of Islip's 2010-2014 Consolidated Strategy and Plan Submission for Housing and Community Programs. (Amended Budget Attached)

Discussion:

**Update to Current Activities**

The Executive Director stated that we are experiencing a smooth transition with regard to the rental units previously managed by the Central Islip Civic Council. The following additional points were made during the discussion:

- a. Meeting was held with all tenants to inform them of the change in unit management, with many tenants expressing their approval for the change
- b. Current condition of rental units are considered not acceptable to the CDA

- c. Units will be inspected and renovated one month prior to lease renewal to a standard acceptable to the CDA

The General Counsel added that the Central Islip Civic Council has a history of long-term neglect and disregard for unit maintenance.

Steven Raccuglia inquired on how Section 8 tenants are selected and when are inspections performed. The Executive Director responded by explaining the Section 8 tenant selection process and the responsibilities of the Town of Islip Housing Authority regarding unit inspection requirements.

Ramon Colon inquired about the length of time the inspection and renovation process will take. The Executive Director stated that all the units will be brought to a CDA acceptable standard within one year.

The Executive Director briefed the Board about the very successful ribbon cutting event at 47 Patton Street, Brentwood NY and that the Agency has entered into 4 direct sale and 3 rent-with option to buy contracts. Additionally, we are currently interviewing the remaining lottery applicants and are anticipating entering into additional sale and/or rent with option contracts by year end.

#### **Roberto Clemente Pool Funding**

The Executive Director informed the Board with regard to the status of the funds appropriated for the renovation of Roberto Clemente Pool, stating that no Agency funds will be expended until Agency is in receipt of a fully executed environmental clearance from the NYS DEC. General Counsel and Assistant Director added that the project will require re-approval with HUD's updated area data sets in January 2015, and are not anticipating any issues with project re-approval.

#### **Bayview Avenue Property**

Inquiries were made to the Executive Director by Councilman John Cochrane and Donna Periconi both not present for the meeting about the Bayview property possibly being leased to a specific restaurant for 3 to 4 months to be used as parking. Exclusive parking may be an issue as all surrounding restaurants may be required to be offered possible leasing of said property. It should be also noted that restaurant has an on-going Town Code issue and must be resolved prior to any proposed lease agreement. General Counsel stated that due to conflict of interest with restaurant owner, outside counsel will be required if agreement is to go forward.

The Executive Director informed the Board concerning the Agency Insurance Company selection, stating that 3 proposals were issued and only 1 was received from Brewster-Allen-Wichert, Inc. (Current Insurance Carrier/Broker). The Agency has realized a 15% savings on overall premium cost when compared to previous year.

Next CDA Board Meeting to be held on September 11, 2014.

There being no further business to come before the Board, on a motion by Steven Raccuglia, seconded by Ramon Colon, and approved by all, the meeting was adjourned at 6:16 p.m.

Respectfully submitted,

Salvatore Matera  
Assistant Director

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