

**MINUTES
TOWN OF ISLIP
COMMUNITY DEVELOPMENT AGENCY
BOARD OF DIRECTORS MEETING
SEPTEMBER 11, 2014
5:30 P.M.**

The meeting was opened at 5:37p.m. by Chairperson Debra Cavanagh. Present for the Board of Directors were Ramon Colon, Renee Ortiz and Manuel Troche (arrived during Executive Session). Present for the CDA were Executive Director, Alison Karppi, Assistant Director, Salvatore Matera, General Counsel, Robert Fuchs and Director of Administrative Services, Julia MacGibbon.

1. **MINUTES OF MEETING** – On a motion of Renee Ortiz, seconded by Ramon Colon, the minutes of the Board of Directors meeting held August 14, 2014 were approved by all without change.

Discussion:

1. The Executive Director informed the Board of the following:
 - a. Assisting the County with their Community Revitalization Initiative Grant
 - b. Chris Murphy residence – will not list with Real Estate but is fixing up property and claims he lives in the home
 - c. Chairwoman requested that the CDA inquire about the removal of the island on Bridger Blvd.
 - d. 901 Lowell Avenue – Preliminary discussions with various departments in the Town of Islip to develop affordable housing for first-time homebuyers
 - e. College Woods Rental Units - transition going well with management and tenants
 - f. Consolidated Annual Plan is being completed and it will be submitted to the U.S. Dept. of Housing and Urban Development on September 29, 2014
 - g. Additional funding may be requested for 34-42 Carleton Avenue storefront renovation due to the prominent location in the Central Islip Commercial area
 - h. Board members were reminded to submit the required self-evaluation and disclosure forms to the NYS Authorities Budget Office and the Town of Islip Board of Ethics respectively.
 - i. Next CDA Board Meeting on October 9, 2014

The Board went into Executive Session at 6:04 p.m. to discuss employee salary increases and General Counsel's Employment Contract. Julia MacGibbon was excused and Salvatore Matera recorded the minutes. The proposals are as follows:

1. **AUTHORIZATION FOR EXECUTIVE DIRECTOR SALARY ADJUSTMENT** – On a motion of Renee Ortiz, seconded by Ramon Colon and approved by all, authorization was granted for the Executive Directors' salary to be adjusted to Commissioner Level as probation period has expired.
2. **AUTHORIZATION FOR AGENCY-WIDE SALARY INCREASE** – On a motion of Renee Ortiz, seconded by Ramon Colon and approved by all, authorization was granted for Agency-Wide salary increase totaling \$38,869.86.
3. **AUTHORIZATION TO AMEND GENERAL COUNSEL EMPLOYMENT CONTRACT** – On a motion of Manual Troche, seconded by Renee Ortiz and approved by all, authorization was granted to amend the General Counsel's Employment Contract adding three (3) years to current contract (Original Contract Term - September 1, 2012 through August 31, 2016) with an escalation clause commencing on September 1, 2016 of an additional \$5.00 per hour. The new expiration date is now set at August 31, 2019. All other term and conditions of said contract will remain in full force and effect.

The Board closed the Executive Session and re-entered into Public Session. 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 6:17 p.m.

Respectfully submitted,

Julia E. MacGibbon
Assistant Secretary

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