

**MINUTES  
TOWN OF ISLIP  
COMMUNITY DEVELOPMENT AGENCY  
BOARD OF DIRECTORS MEETING  
January 11, 2018  
6:00 P.M.**

The meeting was opened at 6:14 p.m. by Chairwoman Debra Cavanagh. Other members present for the Board of Directors were Ramon V. Colon, Renee Ortiz and Steven Raccuglia. Present for the CDA were Executive Director Salvatore Matera, Affordable Housing Director Robert Kuri, General Counsel Robert T. Fuchs and Assistant Director Julia MacGibbon. Present for the Town of Islip Division of Code Enforcement was Jason Mistretta.

1. **MINUTES OF MEETING** – On a motion of Ramon Colon, seconded by Renee Ortiz the minutes of the Board of Directors meeting held October 12, 2017 were approved by all without change.
  
2. **AUTHORIZATION TO TRANSFER PROPERTY TO SUFFOLK COUNTY** - On a motion of Renee Ortiz, seconded by Ramon Colon and approved by all, authorization was granted for Executive Director to transfer one vacant, non-buildable parcel located at 00 Wilson Blvd., Central Islip (500-164-02-024.001) back to Suffolk County. This property was conveyed to the CDA under Suffolk County’s 72H Affordable Housing Program but cannot be developed.
  
3. **RE-AFFIRMATION OF THE DISCLOSURE AND POLICIES REQUIRED UNDER THE PUBLIC AUTHORITIES REFORM ACT OF 2009:** - On a motion of Renee Ortiz, seconded by Steven Raccuglia and approved by all, the Board re-affirmed the following documents:
  - By-Laws
  - Code of Ethics
  - Compensation, Reimbursement and Attendance Policy
  - Defense and Indemnification Policy
  - Freedom of Information Policy
  - Investment Policy
  - Whistleblower Policy
  - Procurement Procedures
  - Disposition Procedures

Discussion:

Jason Mistretta- Chief Investigator – Town of Islip Division of Code Enforcement addressed the Board regarding the Sub-Recipient Agreement the CDA has with Code Enforcement and what the Agreement encompasses and the procedures and protocol for complaints. Mr. Mistretta’s presentation was very informative and his knowledge and expertise should be commended.

1. The Executive Director discussed the following:
  - Contracting with Town of Islip DPW to repave the CDA parking lot
  - Upcoming Public Hearings – will notify Board of dates and time
  - 911 Lowell Avenue will be closing and will be rehabilitated
  - All Board Members were given a copy of the documents required by the Public Authorities Reform Act of 2009 to review and re-affirm
2. CDA Board of Directors 2018 Meeting Schedule – no changes
3. Next Board Meeting scheduled for February 8, 2018

There being no further business to come before the Board, on a motion of Steven Raccuglia, seconded by Ramon Colon and approved by all, the meeting was adjourned at 7:00 p.m.

Respectfully submitted,

Julia E. MacGibbon  
Assistant Secretary

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