

**MINUTES  
TOWN OF ISLIP  
COMMUNITY DEVELOPMENT AGENCY  
BOARD OF DIRECTORS MEETING  
OCTOBER 10, 2019  
6:30 P.M.**

The CDA Board meeting was opened at 6:33 p.m. by Chairwoman Debra Cavanagh. Other members present for the Board of Directors were Jarett Gandolfo and Manuel Troche. Present for the CDA were Executive Director James H. Bowers, Assistant Director Julia E. MacGibbon, Chief Financial Officer Salvatore Matera, Affordable Housing Program Director Robert M. Kuri and General Counsel Robert T. Fuchs.

1. **MINUTES OF MEETING** – On a motion of Jarett Gandolfo, seconded by Manuel Troche, the minutes of the Board of Directors meeting held September 12, 2019 were approved by all without change.
2. **ACCEPTANCE AND AUTHORIZATION TO ENTER INTO A PROFESSIONAL SERVICE CONTRACT** – On a motion of Jarett Gandolfo, seconded by Manuel Troche and approved by all, authorization was granted to accept the audit committee recommendation and to authorize the Executive Director to enter into a professional service contract with BST & Company, CPAs, LLP to perform Agency audits for the periods ending June 30, 2019, June 30, 2020, and June 30, 2021.
3. **AUTHORIZATION TO ENTER INTO A HOME CHDO AGREEMENT WITH SUBURBAN HOUSING DEVELOPMENT AND RESEARCH, INC.** On a motion of Jarett Gandolfo, seconded by Manuel Troche and approved by all, authorization was granted for the Executive Director to enter into a HOME CHDO Agreement with Suburban Housing Development and Research, Inc. to provide financial assistance for renovation and rehabilitation of CHDO owned homes. The homes are used as permanent affordable rental housing for formerly homeless families. HOME CHDO Grant is not to exceed \$71,261.10.
4. **AUTHORIZATION AND RECONFIRMATION FOR GENERAL COUNSEL TO COMMENCE LAWSUITS** – On a motion of Jarett Gandolfo, seconded by Manuel Troche and approved by all authorization and reconfirmation was granted from the Board of Directors’ for the General Counsel to commence lawsuits on behalf of the Town of Islip Community Development Agency with regard to foreclosure and landlord tenant proceedings. In addition, authorization was granted for the General Counsel to continue the lawsuit for foreclosure by the Town of Islip Community Development Agency against Natalie McCormick et al. in the Supreme Court of the State of New York filed on October 2, 2019.

Discussion:

1. Up-date of current activities – The Executive Director updated the CDA Board of all current activities.
2. County SIP – The Executive Director explained that the County has reached out to the CDA to assist clients with start-up costs (site plans, architectural drawings for income eligible Town of Islip residents in conjunction with the County SIP program. The Grant amount will not exceed \$25,000 and will be on a reimbursement basis only once jobs are complete.
3. National Grid Construction Delay – we will be installing oil furnaces to avoid any delays
4. Foreclosures and non-renewal of leases – the Board was informed of the status on each client
5. DRI Grant – Town of Islip has to draft the DRI Grant Agreement
6. Next CDA Board Meeting – November 14, 2019 at 6:30 p.m.

There being no further business to come before the Board, on a motion of Jarett Gandolfo, seconded by Manuel Troche and approved by all, the meeting was adjourned at 7:05 p.m.

Respectfully Submitted,

Julia E. MacGibbon  
Assistant Secretary

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