

**MINUTES  
TOWN OF ISLIP  
COMMUNITY DEVELOPMENT AGENCY  
BOARD OF DIRECTORS MEETING  
OCTOBER 8, 2015  
6:00 P.M.**

The meeting was opened at 6:04 p.m. by Chairwoman Debra Cavanagh. Other members present for the Board of Directors were Steven Raccuglia and Renee Ortiz. Present for the CDA were Executive Director Alison Karppi, Assistant Director Salvatore Matera, Affordable Housing Director Robert Kuri, Director of Administrative Services Julia MacGibbon and General Counsel Robert Fuchs.

1. **MINUTES OF MEETING** – On a motion of Steven Raccuglia, seconded by Debra Cavanagh, the minutes of the Board of Directors meeting held July 8, 2015 were approved by all without change.
2. **AUTHORIZATION TO ENTER INTO A NEW SUB-RECIPIENT AGREEMENT WITH UNITED WAY OF LONG ISLAND, Inc.** – On a motion of Steven Raccuglia, seconded by Renee Ortiz 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 \$1,698,491.34 to continue their role as HOPWA Program Sponsor for July 1, 2015 to June 30, 2016.
3. **APPROVAL TO ADOPT THE AMENDED FISCAL YEAR 2013 BUDGET** – On a motion of Steven Raccuglia, seconded by Debra Cavanagh and approved by all, the Board adopted the amended Fiscal 2013 Annual Plan and Budget under the Town of Islip’s 2010-2014 Consolidated Strategy and Plan Submission for Housing and Community Programs. (please see attached)
4. **AMENDMENT TO HOME CHDO AGREEMENT ITEM #3 FROM THE JULY 8, 2015 MINUTES** – On a motion of Renee Ortiz, seconded by Steven Raccuglia and approved by all, the Board amended item #3 of the July 8, 2015 minutes to increase funding to the Nassau Suffolk Housing Development Fund Company, Inc. from \$220,000 to \$264,000.00 to be used for down payment assistance for eleven newly constructed homes (previously 10) on vacant property in Brentwood. The CDA will hold \$24,000.00 non-interest bearing deferred mortgages on the 11 properties for 11 eligible individuals/families meeting all HUD guidelines.

5. **AUTHORIZATION TO SELL PROPERTY - RENT WITH OPTION TO BUY PROGRAM** – On a motion of Steven Raccuglia, seconded by Renee Ortiz and approved by all, authorization was granted for the Executive Director to enter into contract with the following first-time home buyers in the Rent with Option to Buy Program:

<u>Name</u>	<u>Address</u>	<u>Tax Map #</u>	<u>Sales Price</u>	<u>Mortgage Terms</u>
Wendy Solis	100 East Adams Street	0500-322-02-045	\$285,000	1 <sup>st</sup> - 4%, 30 Years
David Solis Guevara	East Islip			2 <sup>nd</sup> -0%, Deferred 3 <sup>rd</sup> -0%, Forgiven after 10 years

6. **AUTHORIZATION TO SELL PROPERTY - DIRECT SALE PROGRAM** - On a motion of Renee Ortiz, seconded by Steven Raccuglia and approved by all authorization was granted for the Executive Director to enter into contract with the following first-time home buyers in the Direct Sale Program:

<u>Name</u>	<u>Address</u>	<u>Tax Map #</u>	<u>Sales Price</u>	<u>Mortgage Terms</u>
Maritza Yperry	10 Peters Blvd.,	0500-120-01-043	\$275,000	1 <sup>st</sup> - 4%, 30 Years
Eduardo Yperry Caballero	Central Islip			2 <sup>nd</sup> -0%, Deferred 3 <sup>rd</sup> -0%, Forgiven after 10 years

7. **AUTHORIZATION TO PROVIDE CDBG FUNDS FOR A PUBLIC FACILITY-CAPITAL IMPROVEMENT PROJECT FOR TRANSITIONAL SERVICE OF NEW YORK FOR LONG ISLAND, INC.** – On a motion of Steven Raccuglia, seconded by Renee Ortiz and approved by all, authorization was granted for the Executive Director to enter into a Sub-recipient agreement with Transitional Service of New York for Long Island, Inc. for the interior improvement of 179 Twin Lawns Avenue, Brentwood. The home is utilized as a shelter for homeless families. The loan amount is \$42,400.00 amortized over 20 years at 2% interest.

8. **AUTHORIZATION TO PROVIDE CDBG FUNDS FOR A PUBLIC FACILITY-CAPITAL IMPROVEMENT PROJECT FOR TRANSITIONAL SERVICE OF NEW YORK FOR LONG ISLAND, INC.** – On a motion of Steven Raccuglia, seconded by Renee Ortiz and approved by all, authorization was granted for the Executive Director to enter into a Sub-recipient agreement with Transitional Service of New York for Long Island, Inc. for the interior/exterior improvement of 11 Hagen Street, Brentwood. The home is utilized as a shelter for homeless families. The loan amount is \$63,300.00 amortized over 20 years at 2% interest.

9. **AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH THE TOWN OF ISLIP** – On a motion of Renee Ortiz, seconded by Steven Raccuglia 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 2014 CDBG grant funds toward payroll for the 2015 calendar year.
10. **AUTHORIZATION TO TRANSFER PROPERTY TO HABITAT FOR HUMANITY OF SUFFOLK HOUSING DEVELOPMENT FUND COMPANY, Inc.** – On a motion of Renee Ortiz, seconded by Steven Raccuglia and approved by all, authorization was granted for the Executive Director to transfer two vacant lots located at 24 and 36 Harrison Avenue in Bay Shore to Habitat for Humanity of Suffolk Housing Development Fund Company, Inc., for affordable Housing purposes (0500-367-02-07 and 0500-367-02-12).

Discussion:

1. Up-date of current activities
2. Welcome to Bay Shore Signs
3. Next CDA Board Meeting on November 12, 2015 @ 6:00 p.m.

There being no further business to come before the Board, on motion of Renee Ortiz, seconded by Steven Raccuglia and approved by all, the meeting was adjourned at 6:25 p.m.

Respectfully Submitted,

Julia E. MacGibbon  
Director of Administrative Services

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