

**MINUTES  
TOWN OF ISLIP  
COMMUNITY DEVELOPMENT AGENCY  
BOARD OF DIRECTORS VIRTUAL MEETING  
ZOOM CLOUD MEETING ID #883 3318 3682  
OCTOBER 8, 2020  
6:30 P.M.**

The CDA Virtual Board meeting was opened at 6:30 p.m. by Chairwoman Debra Cavanagh. Other members present for the Board of Directors were Manuel Troche and Jarett Gandolfo. Present for the CDA were Executive Director James H. Bowers, Assistant Director Julia E. MacGibbon, General Counsel Robert T. Fuchs and Chief Financial Officer Salvatore Matera.

1. **APPROVAL OF THE MINUTES** – On a motion of Debra Cavanagh, seconded by Manuel Troche, the minutes of the Board of Directors ZOOM meeting held September 10, 2020 were approved by all without change.
2. **AUTHORIZATION TO ENTER INTO A CDBG-CV SUBRECIPIENT AGREEMENT WITH EXCHANGE AMBULANCE CORPORATION OF THE ISLIPS IN RESPONSE TO THE COVID-19 HEALTH CRISIS** – On a motion of Debra Cavanagh, seconded by Jarett Gandolfo and approved by all, authorization was granted for the Executive Director to enter into a CDBG-CV Subrecipient Agreement and provide a \$21,684.71 grant to the Exchange Ambulance Corporation of the Islip's for expenditures incurred directly related to preparing, preventing or responding to the COVID-19 pandemic.
3. **AUTHORIZATION TO ENTER INTO A CDBG-CV SUBRECIPIENT AGREEMENT WITH BRENTWOOD FIRE DISTRICT IN RESPONSE TO THE COVID-19 HEALTH CRISIS** – On a motion of Debra Cavanagh, seconded by Manuel Troche and approved by all, authorization was granted for the Executive Director to enter into a CDBG-CV Subrecipient Agreement and provide a \$36,000.00 grant to the Brentwood Fire District for expenditures incurred directly related to preparing, preventing or responding to the COVID-19 pandemic.
4. **AUTHORIZATION TO ENTER INTO A CDBG-CV SUBRECIPIENT AGREEMENT WITH WEST SAYVILLE-OAKDALE FIRE DISTRICT IN RESPONSE TO THE COVID-19 HEALTH CRISIS** – On a motion of Debra Cavanagh, seconded by Jarett Gandolfo and approved by all, authorization was granted for the Executive Director to enter into a CDBG-CV Subrecipient Agreement and provide a \$33,716.49 grant to the West Sayville-Oakdale Fire District for expenditures incurred directly related to preparing, preventing or responding to the COVID-19 pandemic.
5. **AUTHORIZATION TO ENTER INTO A CDBG-CV SUBRECIPIENT AGREEMENT WITH CENTRAL ISLIP FIRE DISTRICT IN RESPONSE TO THE COVID-19 HEALTH CRISIS** – On a motion of Debra Cavanagh, seconded by Manuel Troche and approved by all, authorization was granted for the Executive Director to enter into a CDBG-CV Subrecipient Agreement and provide a \$36,000.00 grant to the Central Islip Fire District for expenditures incurred directly related to preparing, preventing or responding to the COVID-19 pandemic.

6. **AUTHORIZATION TO ENTER INTO A CDBG OR CDBG-CV SUBRECIPIENT AGREEMENT WITH ISLIP FIRE DISTRICT IN RESPONSE TO THE COVID-19 HEALTH CRISIS** – On a motion of Debra Cavanagh, seconded by Manuel Troche and approved by all, authorization was granted for the Executive Director to enter into a CDBG-CV Subrecipient Agreement and provide a \$2,565.00 grant to the Islip Fire District for expenditures incurred directly related to preparing, preventing or responding to the COVID-19 pandemic.
  
7. **ADOPTION OF THE AMENDED / MODIFIED FY 2020 CDBG-CV3 BUDGET** – On a motion of Debra Cavanagh, seconded by Manuel Troche and approved by all, the Board is adopted the following Amended / Modified Fiscal Year 2020 Budget under the Town of Islip’s 2020-2024 Consolidated Plan and 2020 Annual Plan Submission for Housing and Community Development Programs to include CDBG-CV3 (Round 3) funding of the 2020 CARES Act.

Program:	ORIGINAL BUDGET CDBG-CV1 (Round 1)	PROPOSED CHANGE TO INCLUDE CDBG-CV3 (Round 3)	AMENDED BUDGET
Community Development Block Grant CV1 and CV3			
Urgent Need Public Services – COVID-19	\$959,013	\$0	\$959,013
Mortgage and Rental Assistance	0	2,174,605	2,174,605
Administration	239,753	543,651	783,404
<b>Totals</b>	<b>\$1,198,766</b>	<b>\$2,718,256</b>	<b>\$3,917,022</b>
		<b>Net Change</b>	

8. **AUTHORIZATION TO ENTER INTO A CDBG-CV SUBRECIPIENT AGREEMENT WITH PINK TIE 1000 FOUNDATION IN RESPONSE TO THE COVID-19 HEALTH CRISIS** – On a motion of Manuel Troche, seconded by Jarett Gandolfo, authorization was granted for the Executive Director to enter into a CDBG-CV Subrecipient Agreement with Pink Tie 1000 Foundation to address food insecurities in the Bay Shore, Brentwood and Central Islip Hamlets and to purchase PPE supplies for the distribution of food in order to prevent and respond to the COVID-19 pandemic. The Grant amount will not exceed \$23,750.00. These funds must be strictly used toward eligible expenses related to COVID-19.
  
9. **AUTHORIZATION TO AMEND THE CDBG-CV SUBRECIPIENT AGREEMENT WITH UNITED WAY OF LONG ISLAND, INC. IN RESPONSE TO THE COVID-19 HEALTH CRISIS** – On a motion of Debra Cavanagh, seconded by Manuel Troche and approved by all, authorization was granted to amend the Public Service Subrecipient Agreement COVID-19 Relief with United Way of Long Island, Inc. to reallocate the deliver meals to quarantined individuals or individuals from \$35,000 to \$9,950. The balance of \$25,025 will now continue to provide financial assistance to fund medical-grade High Efficiency Particulate Air (HEPA) air filtration units to frail and elderly seniors who are the most vulnerable and at-risk. These funds will continue to be strictly used to prevent, prepare and respond to the COVID-19 pandemic.

10. **AUTHORIZATION TO AMEND THE CDBG-CV SUBRECIPIENT AGREEMENT WITH UNITED WAY OF LONG ISLAND, INC. IN RESPONSE TO THE COVID-19 HEALTH CRISIS** – On a motion of Debra Cavanagh, seconded by Manuel Troche and approved by all, authorization was granted to amend the Public Service Subrecipient Agreement COVID-19 Relief with United Way of Long Island, Inc. to reallocate the deliver meals to quarantined individuals or individuals from \$35,000 to \$9,950. The balance of \$25,025 will now continue to provide financial assistance to fund medical-grade High Efficiency Particulate Air (HEPA) air filtration units to frail and elderly seniors who are the most vulnerable and at-risk. These funds will continue to be strictly used to prevent, prepare and respond to the COVID-19 pandemic.
11. **AUTHORIZATION TO ENTER INTO A NEW SUB-RECIPIENT AGREEMENT(S) WITH LONG ISLAND COALITION FOR THE HOMELESS, INC.** – On a motion of Manuel Troche, seconded by Jarett Gandolfo, and approved by all, authorization was granted for the Executive Director to enter into a new sub-recipient agreement(s) with Long Island Coalition for the Homeless, Inc. as the Nassau/Suffolk Lead Agency of the Continuum of Care, to submit quarterly reports on ESG-CV funded projects as required by the 2020 CARES Act and HUD Regulations through the newly developed SAGE HMIS Reporting Repository. The following Chart represents recommended funding amounts:

Program Name	Total 2020 ESG-CV Grant Amounts	Percentage Appropriated for Quarterly Reporting – All Reporting Jurisdictions	Recommended Subrecipient Amount to CoC Lead Agency – L.I. Coalition for the Homeless, Inc.
ESG-CV1	\$611,328	2.0148%	\$12,317
ESG-CV2	\$2,018,093	2.0148%	\$40,663
		<b>Total</b>	<b>\$52,980</b>

12. **ADDED RESOLUTION: AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH THE HOUSING TRUST FUND CORPORATION** - On a motion of Manuel Troche, seconded by Debra Cavanagh and approved by all, authorization was granted for the Executive Director to enter into a Downtown Revitalization Initiative Grant Agreement with the Housing Trust Fund Corporation, a subsidiary of the New York State Housing Finance Agency. The grant award amount is \$600,000 and will be used for the Central Islip Downtown Revitalization Initiative Improvement Fund.

Discussion:

1. Update of current activities
2. Next CDA Board of Directors Meeting is November 12, 2020

There being no further business to come before the Board, on a motion of Debra Cavanagh, seconded by Jarett Gandolfo and approved by all the meeting was adjourned at 6:51 p.m.

Respectfully Submitted,

Julia E. MacGibbon  
Assistant Secretary

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