

**MINUTES  
TOWN OF ISLIP  
COMMUNITY DEVELOPMENT AGENCY  
BOARD OF DIRECTORS MEETING  
DECEMBER 13, 2018  
6:00 P.M.**

The meeting was opened at 6:37 p.m. by Chairwoman Debra Cavanagh. Other members present for the Board of Directors were Jarett Gandolfo and Timothy Morris. Present for the CDA were Executive Director James Bowers, Chief Financial Officer Salvatore Matera, General Counsel Robert T. Fuchs, Director of Affordable Housing Robert Kuri and Assistant Director Julia MacGibbon.

1. **MINUTES OF MEETING** – On a motion of Jarett Gandolfo, seconded by Timothy Morris, the minutes of the Board of Directors meeting held October 11, 2018 were approved by all without change.
  
2. **AUTHORIZATION TO ENTER INTO A SUBRECIPIENT AGREEMENT WITH THE TOWN OF ISLIP** – On a motion of Jarett Gandolfo, seconded by Timothy Morris and approved by all, authorization was granted for the Executive Director to enter into a Subrecipient 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 an annual grant of \$100,000.00 in CDBG using 2017 grant funds toward payroll for the 2018 calendar year.
  
3. **AUTHORIZATION TO INCREASE CDBG FUNDING TO UNITED VETERAN’S BEACON HOUSE, INC.** – On a motion of Jarett Gandolfo, seconded by Timothy Morris and approved by all, authorization was granted to increase CDBG funding from \$250,000 to \$300,000 to United Veteran’s Beacon House, Inc. to provide financial assistance for acquisition, renovation, rehabilitation, soft and closing costs of a single-family house located within the jurisdiction of the Town of Islip. The home will be used for permanent affordable rental housing for formerly homeless families. CDBG funding shall not exceed \$300,000 and will be secured by a first mortgage loan, amortized monthly over a period of 30 years at 0% interest.

Discussion:

1. Up-date of current activities
2. Home Repair Program and Commercial Storefront Grant – the Executive Director discussed with the Board the updated program changes
3. Public Authorities Requirements – all new Board members must take the training within one year of appointment
4. 111 West Main Street – Temporary lease with LIGALY
5. Executive Session – the Board directed the Executive Director to advertise for the position Senior Rehabilitation Specialist and make the necessary hire
6. New tentative meeting schedule for 2019 with the next CDA Board meeting scheduled for January 10, 2019

Minutes 12-13-18

There being no further business to come before the Board, on a motion of Jarett Gandolfo, seconded by Timothy Morris and approved by all, the meeting was adjourned at 6:48 p.m.

Respectfully Submitted,

Julia E. MacGibbon  
Assistant Secretary

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