

**MINUTES  
TOWN OF ISLIP  
COMMUNITY DEVELOPMENT AGENCY  
BOARD OF DIRECTORS MEETING  
March 12, 2020  
6:30 P.M.**

The CDA Board meeting was opened at 7:05 p.m. by Chairwoman Debra Cavanagh. Other members present for the Board of Directors were Timothy Morris and Manuel Troche. Present for the CDA were Executive Director James H. Bowers, Assistant Director Julia E. MacGibbon, General Counsel Robert T. Fuchs, Chief Financial Officer Salvatore Matera and Affordable Housing Program Director Robert M. Kuri.

1. **MINUTES OF MEETING** – On a motion of Manual Troche, seconded by Timothy Morris, the minutes of the Board of Directors meeting held January 9, 2020 were approved by all without change.
2. **MINUTES OF ANNUAL PUBLIC MEETING** – On a motion of Manual Troche, seconded by Timothy Morris, the minutes of the Annual Public Meeting held February 19, 2020 were approved by all without change.
3. **AUTHORIZATION TO ENTER INTO A GRANT AGREEMENT WITH THE HOUSING TRUST FUND CORPORATION** – On a motion of Manual Troche, seconded by Timothy Morris and approved by all, authorization was granted for the Executive Director to enter into a Grant Agreement with the Housing Trust Fund Corporation to administer the Central Islip Downtown Revitalization Initiative Grant (DRI) in the amount of \$600,000.00.
4. **AUTHORIZATION TO ENTER INTO A PROFESSIONAL SECURITY CONTRACT WITH EAST END INVESTIGATIONS AND SECURITY INC.** – On a motion of Manual Troche, seconded by Timothy Morris and approved by all, authorization was granted for the Executive Director to enter into a Professional Security Contract with East End Investigations and Security Inc. for services at various locations owned by the CDA.
5. **AUTHORIZATION TO ADOPT THE 2020 IRS STANDARD MILEAGE REIMBURSEMENT RATE** – On a motion of Timothy Morris, seconded by Manual Troche and approved by all, the Board adopted the 2020 IRS Standard Mileage Reimbursement Rate of 57.5 cents per mile for all business- related miles driven.
6. **AUTHORIZATION IS REQUESTED FOR THE BOARD TO ACCEPT THE JUNE 30, 2019 AUDITED FINANCIAL STATEMENTS** – On a motion of Debra Cavanagh, seconded by Timothy Morris and approved by all, the Board accepted the June 30, 2019 Audited Financial Statements as prepared by BST & Co., CPS's, LLP

7. **AUTHORIZATION TO ENTER INTO A SUBRECIPIENT AGREEMENT WITH THE INCORPORATED VILLAGE OF BRIGHTWATERS** – On a motion of Manuel Troche, seconded by Timothy Morris and approved by all, authorization was granted for the Executive Director to enter into a sub-recipient agreement with the Incorporated Village of Brightwaters for the construction of handicap bathrooms at Walker Beach. The grant amount is not to exceed \$25,000.00 for material costs only. Subject to all environmental reviews and approvals.

8. **AUTHORIZATION TO SELL PROPERTY – DIRECT SALE PROGRAM** -On a motion of Manuel Troche, seconded by Timothy Morris and approved by all, authorization was granted for the Executive Director to enter into contract with the following first-time home buyer in the Direct Sale Program:

<u>Name</u>	<u>Address</u>	<u>Tax Map #</u>	<u>Mortgage Terms</u>	
Aracelis Rodriguez	9 Washington Avenue East Islip, NY	0500-321-03-96	\$195,000.00	1 <sup>st</sup> - 4%, 30 Years
			\$ 85,000.00	2 <sup>nd</sup> - 0% Deferred
			\$ 40,000.00	3 <sup>rd</sup> -0%, Forgiven after 15 years
			<b>Total Purchase Price</b>	<b>\$320,000.00</b>

On a motion of Debra Cavanagh, seconded by Manuel Troche and approved by all the Board went into Executive Session at 7:20 pm. On a motion of Manuel Troche, seconded by Timothy Morris and approved by all, the Board went back into regular Session at 7:30 p.m.

9. **ADDED: AUTHORIZATION FOR THE GENERAL COUNSEL TO NEGOTIATE TERMS WITH NEW YORK INSTITUTE OF TECHNOLOGY** - On a motion of Manuel Troche, seconded by Timothy Morris and approved by all, authorization was granted for the General Counsel to negotiate terms with New York Institute of Technology regarding the amendment and/ or termination of the Covenants and Restrictions associated with property located on the west side of Carleton Avenue in Central Islip.

10. **ADDED: AUTHORIZATION TO CLOSE THE CDA IN THE EVENT OF A STATE OF EMERGENCY/CURRENT PANDEMIC** – On a motion of Manuel Troche, seconded by Timothy Morris and approved by all, authorization was granted for the Executive Director and his designee aka the Assistant Director to close the office due to a State of Emergency/Current Pandemic for up to 14 days with no interruption of pay for employees.

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Discussion:

1. Up-date of current activities
2. 2<sup>nd</sup> CDA Public Hearing – March 25, 2020 at 5:00 p.m. – Possible change in location
3. Next Board Meeting scheduled for April 9, 2020

There being no further business to come before the Board, on a motion of Manuel Troche, seconded by Timothy Morris and approved by all, the meeting was adjourned at 7:33 p.m.

Respectfully Submitted:

Julia E. MacGibbon  
Assistant Secretary

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