

**MINUTES
TOWN OF ISLIP
COMMUNITY DEVELOPMENT AGENCY
BOARD OF DIRECTORS MEETING
MARCH 16, 2017
6:00 P.M.**

The meeting was opened at 6:10 p.m. by Chairwoman Debra Cavanagh. Other members present for the Board of Directors were Renee Ortiz, Ramon V. Colon and Manuel Troche. Present for the CDA were Executive Director Alison Karppi, Assistant Director Salvatore Matera, Affordable Housing Director Robert Kuri, General Counsel Robert T. Fuchs and Director of Administrative Services Julia MacGibbon.

1. **MINUTES OF MEETING** – On a motion of Renee Ortiz, seconded by Manuel Troche, the minutes of the Board of Directors meeting held January 12, 2017 were approved by all without change.
2. **MINUTES OF MEETING** – On a motion of Renee Ortiz, seconded by Ramon Colon the minutes of the Annual Public Hearing held February 23, 2017 were approved by all without change.
3. **AUTHORIZATION TO ENTER INTO A SUBRECIPIENT AGREEMENT WITH FAMILY SERVICE LEAGUE, Inc.** – On a motion of Manuel Troche, seconded by Renee Ortiz and approved by all authorization was granted for the Executive Director to enter into a Sub-recipient agreement with Family Service League, Inc. in the amount of \$25,565.00 in recaptured funds previously granted and unexpended from the 2014 Allocations of Emergency Solutions Grant. The funds will be used for rapid re-housing and homelessness prevention.
4. **AUTHORIZATION TO TRANSFER PROPERTY TO THE TOWN OF ISLIP.** – On a motion of Ramon Colon, seconded by Manuel Troche and approved by all authorization was granted for the Executive Director to transfer three vacant, non-buildable parcels located at 550 New Hampshire Avenue (500-224-01-014.6), 00 Savoy Avenue (500-158-03-04.1) and 00 Savoy Avenue (500-158-03-072) in Bay Shore to the Town of Islip/Suffolk County. These properties were conveyed to the Town/CDA under Suffolk County’s 72-H Affordable Housing Program but cannot be developed.
5. **AUTHORIZATION TO ENTER INTO A HOUSING REHABILITATION LOAN THAT EXCEEDS THE PROGRAM LIMIT** – On a motion of Manuel Troche, seconded by Renee Ortiz and approved by all, authorization was granted for the Executive Director to enter into a loan agreement that exceeds the \$50,000.00 limit under the Housing Rehabilitation Program. The total amount of the loan is \$62,198.00 to renovate the home in order to correct all code violations.
6. **AUTHORIZATION TO SELL PROPERTY – DIRECT SALE PROGRAM** – On a

motion of Renee Ortiz, seconded by Ramon Colon 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>
Lorena Amaya	22 William Street, East Islip	0500-372-04-17	\$328,000.00	1 st - 4%, 30 Years 2 nd -0%, Deferred 3 rd -0%, Forgiven after 15 years

Discussion:

1. The Executive Director gave an up-date on:
 - a. Annual Plan
 - b. Estimated Budget
 - c. Pubic Meeting on March 30, 2017
 - d. CDBG/HOME possible funding cuts
 - e. Board members to write letters in support of the Agency to the Congressmen and Senators

2. Next Board meeting is scheduled for April 13, 2017

On a motion of Manuel Troche and seconded by Debra Cavanagh and approved by all the Board went into Executive Session at 6:33 to discuss policies and procedures for qualifying an applicant before and after the Affordable Housing Lottery. The Executive Session was closed at 6:45 p.m.

There being no further business to come before the Board, on a motion of Debra Cavanagh, seconded by Manuel Troche and approved by all, the meeting was adjourned at 6:47.

Respectfully submitted,

Julia E. MacGibbon
Assistant Secretary

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