

**MINUTES
TOWN OF ISLIP
COMMUNITY DEVELOPMENT AGENCY
BOARD OF DIRECTORS MEETING
March 22, 2012
8:00AM**

The meeting was opened at 8:04 a.m. by Chairman Christopher D. Bodkin. Present for the Board of Directors were Joseph A. DeVincent and Ramon Colon. Present for the CDA were Executive Director Paul Fink, Assistant Director Salvatore Matera, General Counsel Robert T. Fuchs, Affordable Housing Director Robert M. Kuri and Director of Administrative Services Julia E. MacGibbon.

1. **MINUTES OF MEETING** – On a motion by Joseph DeVincent, seconded by Ramon Colon and approved by all, the minutes of the Board of Directors meeting held January 26, 2012 were approved without change.
2. **MINUTES OF MEETING** – On a motion of Ramon Colon, seconded by Joseph DeVincent and approved by all, the minutes of the Annual Public Hearing held on February 27, 2012 were approved without change.
3. **APPROVAL OF HOME FUNDING TO ISLIP'S HOUSING DEVELOPMENT FUND COMPANY, INC.** – On a motion by Joseph DeVincent, seconded by Ramon Colon and approved by all, the Executive director was authorized to enter into a Developer and/or Sub-recipient Agreement with Islip's Housing Development Fund Company, Inc., for HOME funds in an amount not to exceed \$200,000.00 for demolition and reconstruction of one home at 151 Grand Boulevard, Brentwood. The home was purchased with NSP funds. The CDA will hold interest bearing mortgages on the property and make this home available to individuals/families with earnings of less than 80% of the area median income.
4. **AUTHORIZATION TO SELL PROPERTY TO THE TOWN OF ISLIP HOUSING DEVELOPMENT CORP.** - On a motion by Joseph DeVincent, seconded by Ramon Colon and approved by all, the Executive Director was authorized to sell 36 and 42 Lakeview Avenue in Bay Shore to the Town of Islip Housing Development Corp. at appraised value. The Housing Development Corp. will demolish the blighted structures, combine the land with property it already owns, and build approximately three affordable apartments on the consolidated site.
5. **ADOPTION OF THE LIMITED ENGLISH PROFICIENCY PLAN** – On a motion by Ramon Colon, seconded by Joseph DeVincent and approved by all, authorization to adopt the Limited English Proficiency Plan prepared by the CDA staff, including Board suggestions regarding Creole speaking persons, and dated March 15, 2012 was granted. This plan is a HUD requirement.

6. **AUTHORIZATON TO AMEND RESOLUTION #2 FROM THE DECEMBER 15, 2011 MEETING** – On a motion by Joseph DeVincent, seconded by Ramon Colon and approved by all, authorization to amend Resolution #2 to reflect a change in address under our Rent with Option to buy program was granted. Mohammad and Rashda Chaudhry have requested to purchase 2 Oak Street, Central Islip instead of 19 Pine Street, Central Islip.

7. **RE-AFFIRMATION OF THE DISCLOSURE AND POLICIES REQUIRED UNDER THE PUBLIC AUTHORITIES REFORM ACT OF 2009:** - On a motion by Ramon Colon, seconded by Joseph DeVincent and approved by all, the Board reaffirmed the following documents:
 - By-Laws
 - Code of Ethics
 - Compensation, Reimbursement and Attendance Policy
 - Defense and Indemnification Policy
 - Freedom of Information Policy
 - Investment Policy
 - Whistleblower Policy
 - Procurement Procedures
 - Disposition Procedures

Discussion:

1. Foreclosures – The Executive Director distributed the lis pendens and foreclosure reports and explained that the lis pendens are down a little and foreclosure advertisements are way down. He also indicated that foreclosure notices repeat from previous months but is still concerned about a coming wave.

2. Program Up-dates:
 - EECBG - United Way has 30 people interested, plus 24 more from LIPA
 - NSP3 - 8 to 10 contracts have been submitted and we are making more offers on short sales. We should net 5 homes.
 - ESG - Modification from Shelter Grant Program is very difficult to set-up. We will be sending out RFP.

3. Lottery – The CDA will be holding a lottery at Town Hall sometime at the beginning of April. He will let the Board know as soon as a date has been set.

There being no further business to come before the Board, on a motion of Joseph DeVincent, seconded by Ramon Colon and approved by all, the meeting was adjourned at 8:43 a.m.

Respectfully Submitted,

Julia E. MacGibbon
Assistant Secretary

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