

**MINUTES
TOWN OF ISLIP
COMMUNITY DEVELOPMENT AGENCY
BOARD OF DIRECTORS MEETING
March 8, 2018
6:00 P.M.**

The meeting was opened at 6:03 p.m. by Chairwoman Debra Cavanagh. Other members present for the Board of Directors were Ramon V. Colon, Renee Ortiz, Manuel Troche and Steven Raccuglia. Present for the CDA were Executive Director Salvatore Matera, Affordable Housing Director Robert Kuri, General Counsel Robert T. Fuchs and Assistant Director Julia MacGibbon.

1. **MINUTES OF MEETING** – On a motion of Steven Raccuglia, seconded by Ramon Colon the minutes of the Board of Directors meeting held January 11, 2018 were approved by all without change.
2. **MINUTES OF MEETING** – On a motion of Steven Raccuglia, seconded by Ramon Colon the minutes of the Annual Public Hearing for the 2018 Annual Plan held February 22, 2018 were approved by all without change.
3. **AUTHORIZATION TO ENTER INTO A SUBRECIPIENT AGREEMENT WITH THE INCORPORATED VILLAGE OF BRIGHTWATERS** – On a motion of Steven Raccuglia, seconded by Ramon Colon and approved by all, authorization was granted for the Executive Director to enter into a sub-recipient agreement with the Incorporated Village of Brightwaters in the amount of \$10,000.00 for the construction of a new handicap ramp.
4. **APPOINTMENT OF THE AGENCY’S AUDIT, GOVERNANCE AND FINANCE COMMITTEES MEMBERS PURSUANT TO THE PUBLIC AUTHORITIES ACT**
On a motion of Ramon Colon, seconded by Steven Raccuglia, and approved by all, as mandated by the Public Authorities Accountability Act of 2005 and the Public Authorities Reform Act of 2009, the Board of Directors appointed all existing Town of Islip Community Development Agency’s Board Members to serve on the Agency’s Audit, Governance and Finance Committees.

Discussion:

1. Up-date of current activities: The Executive Director updated the Board on the following issues:
 - a. Filing of Annual Plan
 - b. Affordable Housing Lottery to be held in early spring/summer
 - c. CDA office parking lot – Approximately \$40,000 done by TOIDPW
 - d. Social Media for CDA programs
2. 111 West Main Street – The CDA Home Repair Program will have a satellite office in Suite 114
3. Non-renewal of leases – The Assistant Director advised the Board that we would be exercising our right not to renew leases with several tenants for various reasons

4. On a motion of Debra Cavanagh, seconded by Renee Ortiz and approved by all, the Executive Director was authorized to renew B&B Maintenance Contracts for snow removal, lawn maintenance and sprinkler services for the Agency's properties for one year.
5. Public Hearing Meeting Dates - February 22, 2018 and March 28, 2018
6. The next Board of Directors Meeting is scheduled for April 12, 2018
7. Executive Director Replacement (process and schedule) - Board Member Steven Raccuglia recused himself from this discussion and left the meeting.

On a motion of Debra Cavanagh, seconded by Renee Ortiz and approved by all, the Board authorized the Executive Director to do a nationwide search for the position and the search Committee would consist of the current CDA Board members excluding Steven Raccuglia. The acceptance deadline for the resumes will be April 6, 2018. The Board members, at the April meeting, will review all resumes and will discuss eligible candidates and set up a schedule for the interview times for the May meeting.

There being no further business to come before the Board, on a motion of Debra Cavanagh, seconded by Renee Ortiz and approved by all, the meeting was adjourned at 6:35 p.m.

Respectfully submitted,

Julia E. MacGibbon
Assistant Secretary

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