

**MINUTES**  
**TOWN OF ISLIP**  
**COMMUNITY DEVELOPMENT AGENCY**  
**BOARD OF DIRECTORS MEETING**  
**MAY 10, 2018**  
**6:00 P.M.**

The meeting was opened at 6:02 p.m. by Chairwoman Debra Cavanagh. Other members present for the Board of Directors were Jarett Gandolfo, Timothy Morris, Ryan T. Kelly and Manuel Troche (arrived at approximately 6:25 p.m.). 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 Jarett Gandolfo, seconded by Timothy Morris the minutes of the Board of Directors meeting held April 12, 2018 were approved by all without change.
  
2. **AUTHORIZATION TO FUND PUBLIC SERVICE PROJECTS** – On a motion of Jarett Gandolfo, seconded by Timothy Morris and approved by all, authorization was granted for the Executive Director to enter into Sub-recipient agreements and provide grants from Community Development Block Grant funds for the following public service providers in the amounts listed. Please see attached summary.

<b>Grantee</b>	<b>Recommended Total Amount</b>
Adelante of Suffolk County	25,000.00
Central Islip Civic Council (Lowell)	10,600.00
Literacy Suffolk, Inc.	7,200.00
Economic Opportunity Council (SNAP)	5,000.00
Family Service League of Suffolk County	28,200.00
Great South Bay YMCA	20,000.00
Long Island Gay and Lesbian Youth	30,000.00
Long Island Housing Services, Inc.	24,000.00
Mercy Haven, Inc.	20,000.00
Transitional Services of NY for LI, Inc.	10,000.00
West Islip Youth Enrichment Services	70,000.00
<b>TOTAL:</b>	<b>250,000.00</b>

3. **AUTHORIZATION OF THE 2018-2022 FY BUDGETS** – On a motion of Jarett Gandolfo, seconded by Timothy Morris and approved by all the Board adopted the 2018-2022 estimated Budgets for the Town of Islip Community Development Agency. Please see attached.

4. **ADOPTION OF THE TOWN OF ISLIP ANNUAL ACTION PLAN AND FISCAL YEAR 2018 BUDGET** – On a motion of Jarett Gandolfo, seconded by Timothy Morris and approved by all, the Board adopted the Town of Islip Annual Action Plan under its 2015-2019 Consolidated Strategy and Plan Submission for Housing and Community Development Programs and accept the following Fiscal Year 2018 program budgets: Community Development Block Grant (CDBG) \$1,902,819.00, Emergency Solutions Grant (ESG) \$148,308.00 and HOME Investment Partnership (HOME) \$677,060.00.
  
5. **AUTHORIZATION TO ENTER INTO A HOME CHDO AGREEMENT WITH SUBURBAN HOUSING DEVELOPMENT AND RESEARCH, INC.** – On a motion of Jarett Gandolfo, seconded by Timothy Morris and approved by all, authorization was granted for Executive Director to enter into a HOME CHDO Agreement with Suburban Housing Development and Research, Inc. to provide financial assistance for the renovation and rehabilitation of CHDO owned homes that the CDA had provided and secured mortgage financing for the acquisition. The homes are used for permanent affordable rental housing for formerly homeless families. HOME CHDO grant not to exceed \$120,000.00.

Discussion:

1. Up-date of current activities: The Executive Director discussed the following with the Board:
  - The projected budgets
  - Filing of Annual Plan on May 15, 2018
  - Housing Lottery to be held July/August
  
2. Next CDA Board Meeting is June 14, 2018.

On a motion of Debra Cavanagh, seconded by Ryan Kelly and approved by all, the Board went into Executive Session at 6:10 p.m. to conduct interviews for the position of Executive Director. There were seven interviews scheduled but only three candidates were present for their interviews.

On a motion of Debra Cavanagh, seconded by Manuel Troche and approved by all, the Board closed the Executive Session and re-entered the Public Session at 8:18 p.m.

On a motion of Debra Cavanagh, seconded by Manuel Troche and approved by all, the Executive Director was authorized to advertise for a Special CDA Board meeting to be held on May 22, 2018 at 7:00 p.m. to appoint the new Executive Director.

There being no further business to come before the Board, on motion of Debra Cavanagh, seconded by Timothy Morris and approved by all, the meeting was adjourned at 8:22 p.m.

Respectfully Submitted,

Julia E. MacGibbon  
Assistant Secretary

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