

**MINUTES
TOWN OF ISLIP
COMMUNITY DEVELOPMENT AGENCY
BOARD OF DIRECTORS VIRTUAL MEETING
ZOOM CLOUD MEETING ID # 830 6093 2316
May 14, 2020
6:30 P.M.**

The CDA Virtual Board meeting was opened at 6:35 p.m. by Chairwoman Debra Cavanagh. Other members present for the Board of Directors were Jarett Gandolfo, 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. Please note the Chairwoman asked the Executive Director to read the resolutions and put forth the motions.

1. **MINUTES OF MEETING** – On a motion of Manuel Troche, seconded by Debra Cavanagh, the minutes of the Board of Directors Virtual meeting held April 9, 2020 were approved by all without change.
2. **MINUTES OF MEETING** – On a motion of Debra Cavanagh, seconded by Manuel Troche, the minutes of the Board of Directors Special Virtual meeting held April 29, 2020 were approved by all without change.
3. **RE-AFFIRMATION OF PRIOR AUTHORIZATION TO EXPEND UNRESTRICTED GENERAL FUNDS IN RESPONSE TO THE COVID-19 PANDEMIC** – On a motion of Manuel Troche, seconded by Debra Cavanagh and approved by all, authorization was granted for the Executive Director and/ or the Assistant Director to continue to expend up to \$125,000 from the General Fund to assist our Public Service partners, community organizations and businesses within the Town of Islip with emergency services related to the Covid-19 Pandemic on a revolving basis. Such expenditures shall be made without prior Board approval but upon reasonable notice to the Board Chairperson and the Directors thereof.
- 3B. **ADDED RESOLUTION: AUTHORIZATION TO EXPEND ADDITIONAL FUNDS FROM THE UNRESTRICTED GENERAL ACCOUNT IN RESPONSE TO THE COVID PANDEMIC** – On a motion of Manuel Troche, seconded Debra Cavanagh and approved by all, authorization was granted for the Executive Director to expend up to an additional \$75,000 for the General Funds to assist our Public Service partners and community organizations within the Town of Islip with emergency services related to Covid-19 Pandemic.
4. **AUTHORIZATION TO ENTER INTO A SUBRECIPIENT AGREEMENT WITH THE TOWN OF ISLIP** – On a motion of Debra Cavanagh, seconded by Manuel Troche and approved by all, authorization was granted for the Executive Director to enter into a Subrecipient Agreement with the Town of Islip – Senior Citizens Division for the purchase of a 2020 Ford Transit Cargo Van with insulation and refrigeration for their Meals on Wheels Program for the delivery process which has expanded due to the COVID-19 pandemic. The cost of the van is \$46,254.73.

5. **AUTHORIZATION OF THE 2020-2024 FY BUDGETS** – On a motion of Manuel Troche, seconded by Jarett Gandolfo and approved by all the CDA Board adopted the 2020-2024 estimated Five Year Budgets for the Town of Islip Community Development Agency as required by NYS Public Authorities Law. Please see attached.

EXECUTIVE SESSION

On a motion of Debra Cavanagh, seconded by Manuel Troche and approved by all the Board went into Executive Session at 6:56 p.m. – virtual recording was stopped- The Board was informed by the General Counsel that it appears as if the possible litigation between the CDA and New York Institute of Technology with regard to the covenant and restriction issues related to the schools property located on the west side of Carleton Avenue, C. Islip, N.Y. can be settled. The settlement will be in the amount of \$160,000 which funds will be strictly used for the Central Islip Senior Recreation Center after sale by the school of the subject property. On motion of Manuel Troche, seconded by Debra Cavanagh and approved by all the Board went back into regular session at 7:02 and approved said settlement subject to a more formal agreement to be executed by the Executive Director or the Asst. Director.

6. **ADDED RESOLUTION: AUTHORIZATION FOR THE OPENING AND CLOSING OF THE CDA IN RESPONSE TO THE COVID-19 PANDEMIC** – On a motion of Debra Cavanagh, seconded by Jarett Gandolfo and approved by all, authorization was granted for the Executive Director/Assistant Director to open and close the office as needed and continue payroll for the employees until the end of June. The employees will return to the office at 50% starting June 15, 2020. Employees will be either in the office or working from home.

Discussion:

1. Up-date of current activity
2. Next Virtual Board Meeting scheduled for June 11, 2020

There being no further business to come before the Board, on a motion of Manuel Troche, seconded by Jarett Gandolfo and approved by all the meeting was adjourned at 7:08 p.m.

Respectfully Submitted,

Julia E. MacGibbon
Assistant Secretary

S
E
A
L