

**MINUTES
TOWN OF ISLIP
COMMUNITY DEVELOPMENT AGENCY
BOARD OF DIRECTORS MEETING
JUNE 14, 2018
6:00 P.M.**

The meeting was opened at 6:11 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 Salvatore Matera, Affordable Housing Director Robert Kuri, General Counsel Robert T. Fuchs and Assistant Director Julia MacGibbon.

The Public Portion of the meeting was held and several members of the general public spoke about the Town of Islip Community Development Agency. Some of the concerns raised included: Code Enforcement issues in College Woods, membership of the Agency's Board of Directors, the current selection process for appointing a new Executive Director position and the overall goodwill associated with the Agency and the communities served. Additional concerns raised were that the Board must continue its mission of serving the community as it has done for many years. The Board members indicated they have every intention to continue the mission and serve all communities within the Township of Islip especially those in the target areas designated by HUD.

1. **MINUTES OF MEETING** – On a motion of Jarett Gandolfo, seconded by Timothy Morris, the minutes of the Board of Directors meeting held May 10, 2018 were approved by all without change.
2. **AUTHORIZATION TO ENTER INTO A CONTRACT WITH THE TOWN OF ISLIP** – On a motion of Jarett Gandolfo, seconded by Timothy Morris and approved by all, authorization was granted for the Executive Director to enter into an Inter-governmental Contract with the Town of Islip for the re-paving/curbing of the CDA office parking lot located at 15 Shore Lane, Bay Shore. The contract amount is not to exceed \$50,000.00.
3. **AUTHORIZATION TO ENTER INTO A SUBRECIPIENT AGREEMENT WITH FAMILY SERVICE LEAGUE, INC.** – On a motion of Jarett Gandolfo, seconded by Timothy Morris 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 \$131,893.90 under the 2017 Emergency Solutions Grant. The funds will be used for rapid re-housing and homelessness prevention.
4. **AUTHORIZATION TO ENTER INTO A SUBRECIPIENT AGREEMENT WITH FAMILY SERVICE LEAGUE, INC.** – On a motion of Jarett Gandolfo, seconded by Timothy Morris 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 \$10,979.00. These funds have been recaptured from unexpended allocations of the 2015 Emergency Solutions Grant. The funds will be used for rapid re-housing and homelessness prevention.

On a motion of Jarett Gandolfo and seconded by Manuel Troche at 6:40 p.m. the Board went out of regular session and on a motion of Debra Cavanagh and seconded by Jarett Gandolfo the Board went into Executive Session at 6:41 to discuss the position of Executive Director. The Agency staff and public were asked to leave the meeting.

On a motion of Debra Cavanagh and seconded by Jarett Gandolfo the Board went back into the regular meeting at 7:12 p.m.

5. **Added: AUTHORIZATION TO APPOINT NEW EXECUTIVE DIRECTOR** – On a motion of Debra Cavanagh, seconded by Manuel Troche and opposed by Jarett Gandolfo and Timothy Morris authorization to appoint Keith Johnathan as the new Executive Director was not carried.

Discussion:

1. The Executive Director informed the Board that the Annual Board of Directors Evaluation (packet given to Board members) must be completed and submitted by September, 2018.
2. The Executive Director informed the Board that he was in the process of closing the Fiscal Year and the 2018 HUD Grant Agreement would be signed in the next few weeks.
3. The Executive Director informed the Board that the next Affordable Housing Lottery would be sometime in July or August and would confirm a date.
4. The Board asked the Assistant Director to schedule interviews for July 12, 2018 with two new applicants for the Executive Director Position. It was further indicated that the Board intends to make a decision to replace the current Executive Director as soon thereafter as possible.
5. Next Board Meeting July 12, 2018

There being no further business to come before the Board, on a motion of Debra Cavanagh, seconded by Jarett Gandolfo and approved by all the meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Julia E. MacGibbon
Assistant Secretary