

**MINUTES
TOWN OF ISLIP
COMMUNITY DEVELOPMENT AGENCY
BOARD OF DIRECTORS VIRTUAL MEETING
ZOOM CLOUD MEETING ID# 890 3982 8132
December 9, 2021
6:30 P.M.**

The CDA Virtual Board meeting was opened at 6:34 p.m. by Chairwoman Debra Cavanagh. Other members present for the Board of Directors were Manuel Troche, Timothy Morris and Maria Vidal. Present for the CDA were Executive Director James H. Bowers, Assistant Director Julia E. MacGibbon, Chief Financial Officer Salvatore Matera, General Counsel Robert T. Fuchs, Affordable Housing Director, Robert Kuri and CDA Rehabilitation Coordinator. Present for the Public and to be heard was Joanna Cherry.

1. **MINUTES OF MEETING** – On a motion of Debra Cavanagh, seconded by Manuel Troche, the minutes of the Virtual Board of Directors meeting held October 14, 2021 was approved by all without change.
2. **AUTHORIZATION TO PROVIDE ELIGIBLE RETIREES WITH DENTAL AND OPTICAL BENEFITS** – On a motion of Debra Cavanagh, seconded by Manuel Troche and approved by all, authorization was granted to allow retirees with at least ten (10) years of service with the Town of Islip CDA with dental and optical benefits. Retirees and their dependents will qualify to receive dental and optical benefits for a period of ten (10) years from the date of retirement.
3. **AUTHORIZATION TO ENTER INTO AN SUBRECIPIENT AGREEMENT WITH THE TOWN OF ISLIP** – On a motion of Debra Cavanagh, seconded by Timothy Morris and approved by all, authorization was granted for the Executive Director to enter into a subrecipient agreement with the Town of Islip whereby the Town will provide comprehensive enforcement of code violation services within designated areas in the hamlets of Bay Shore, Brentwood and Central Islip; the CDA will provide an annual \$100,000.00 in CDBG using 2020 grant funds toward payroll for the 2021 calendar year.
4. **AUTHORIZATION TO ENTER INTO A CDBG-CV SUBRECIPIENT AGREEMENT WITH EAST BRENTWOOD FIRE DISTRICT IN RESPONSE TO THE COVID-19 HEALTH CRISIS** – 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 CDBG-CV Subrecipient Agreement and provide a \$29,834.50 grant to the East Brentwood Fire District for eligible expenditures directly related that prevent, provide for and respond to the coronavirus and mitigate future risks.
5. **AUTHORIZATION TO ENTER INTO A PROFESSIONAL SERVICE CONTRACT WITH FPM GROUP- ENGINEERING AND ENVIRONMENTAL SCIENCE FOR PROPERTIES LOCATED WITHIN THE CENTRAL ISLIP DOWNTOWN REVITALIZATION INITIATIVE (DRI)** – On a motion of Debra Cavanagh, seconded by Maria Vidal and approved by all, authorization was granted for

the Executive Director to enter into a professional service contract with FPM Group – Engineering and Environmental Science for properties located in the Central Islip Downtown Revitalization Initiative (DRI) Target Area. This is to assist clients in obtaining an Environmental Review to submit to New York State Housing Trust Fund Corporation for approval. Contract Amount not to exceed \$21,550.00.

6. **AUTHORIZATION TO ENTER INTO A PROFESSIONAL SERVICE CONTRACT WITH FPM GROUP- ENGINEERING AND ENVIRONMENTAL SCIENCE FOR LIMITED ENVIRONMENTAL INSPECTIONS OF RESIDENTIAL PROPERTIES** – 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 professional service contract with FPM Group – Engineering and Environmental Science to perform limited inspections of residential properties that the Town of Islip Community Development Agency may acquire.

Public Session:

Ms. Joanna Cherry asked to be heard by the Board regarding her concerns with her application and contract under the Town of Islip CDA Housing Rehabilitation Program. CDA staff member, Raquel Embrack-Scott gave the Board a timeline of Ms. Cherry’s application and project/bid process. The CDA’s General Counsel asked Ms. Cherry to provide him with her attorney’s information so that he could discuss her concerns directly with her attorney and try to rectify them.

Discussion:

1. Up-date of current activities
2. 2022 Board Meeting Schedule will be sent first week in January

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

Respectfully Submitted


Julia E. MacGibbon
Assistant Secretary

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