

**MINUTES
TOWN OF ISLIP
COMMUNITY DEVELOPMENT AGENCY
BOARD OF DIRECTORS MEETING ID #94918616111
JULY 14, 2022
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, Manny Troche, Maria Vidal and Timothy Morris. Present for the CDA were Executive Director James H. Bowers, Assistant Director Julia E. MacGibbon, Affordable Housing Director, Robert Kuri and General Counsel Robert T. Fuchs.

1. **MINUTES OF MEETING** – On a motion of Debra Cavanagh, seconded by Manuel Troche the minutes of the Board of Directors ZOOM meeting held June 9, 2022 were approved by all without change.
2. **RESCIND AUTHORIZATION TO APPOINT NEW CHIEF FINANCIAL OFFICER** – On a motion of Debra Cavanagh, seconded by Maria Vidal and approved by all, Keith Johnathan as the new Chief Financial Officer was rescinded.
3. **AUTHORIZATION TO ENTER INTO A SUBRECIPIENT AGREEMENT WITH THE TOWN OF ISLIP FOR STREET LIGHTING PROJECT FOR THE BAY SHORE DOWNTOWN-** On a motion of Debra Cavanagh, seconded by Manuel Troche and approved by all, authorization was granted to enter into a Subrecipient Agreement with the Town of Islip to provide funding for street light fixtures in downtown Bay Shore. The grant amount will not exceed \$25,000.00.
4. **AUTHORIZATION TO ENTER INTO A CLIENT AUTHORIZATION AGREEMENT WITH VHB ENGINEERING FOR CONSULTATION SERVICES-** On a motion of Debra Cavanagh, seconded by Jarett Gandolfo and approved by all, authorization was granted for the Executive Director to enter into a Client Authorization Agreement with VHS Engineering for consultation services with respect to the 2022 and 2023 Annual Action Plans, the annual CAPER and various other matters for a period not to exceed two (2) years and at a cost not to exceed \$100,000.00 without further Board approval.
5. **RESOLUTION Tabled -AUTHORIZATION TO FUND LONG ISLAND GAY AND LESBIAN YOUTHS, INC. (LIGALY) PUBLIC SERVICE PROJECT** – On a motion of Manuel Troche, seconded by Jarett Gandolfo and approved by all, the resolution was tabled for the Executive Director to enter into Subrecipient Agreement and provide a \$30,000 grant from Community Development Block Grant funds to LIGALY for their three programs: After-School Drop-In Center Services & Safe Choices, HIV Prevention, and Services & Advocacy for LGBT Elders-Long Island.

6. **AUTHORIZATION TO SIGN AND APPROVE AN ENGAGEMENT LETTER WITH PKF O'CONNOR DAVIES, LLP TO RENDER ACCOUNTING SERVICES**
On a motion of Manuel Troche, seconded by Debra Cavanagh and approved by all, authorization was granted for the Executive Director to execute a Retainer Agreement with PKF O'Connor Davie, LLP for accounting services and professional advice to the Agency, at agreed upon hourly rates, during the transition prior to the engagement and employment of a Chief Financial Officer by the Agency. In addition, to modify the NYS Authority Budget for consulting fees from \$50,000 to \$200,000.00.

7. **AUTHORIZATION TO AMEND THE ESG-CV SUBRECIPIENT AGREEMENT IN RESPONSE TO COVID-19 RELIEF WITH FAMILY SERVICE LEAGUE, INC.-** On a motion of Debra Cavanagh, seconded by Manuel Troche and approved by all, authorization was granted to amend the ESG-CV Subrecipient Agreement with Family Service League, Inc. to reflect a decrease of \$30,546.24 (Proportionate to HUD's Recapture Amount). Total Amended Subrecipient Grant Agreement shall now be \$1,994,142.96. Budgetary Categories shall be decreased proportionally based on original appropriations. As of June 15, 2022, remaining Subrecipient Grant Funds available to Family Service League of Suffolk, Inc., for the purpose of this Amended Subrecipient Agreement is \$992,163.52.

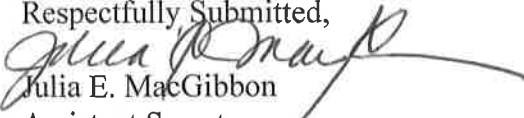
8. **AUTHORIZATION TO EXTEND PROFESSIONAL SERVICE CONTRACT WITH BST & COMPANY** – On a motion of Debra Cavanagh, seconded by Manuel Troche and approved by all, authorization was granted for the Executive Director to extend the professional service contract with BST & Company, CPA's, LLP to perform audits for the period ending June 30, 2022.

Discussion:

1. Up-date of current activities
2. Next Board Meeting August 12, 2022

There being no further business to come before the Board, on a motion of Manuel Troche, seconded by Debra Cavanagh and approved by all, the CDA Board of Directors' meeting was adjourned at 7:05 p.m.

Respectfully Submitted,


Julia E. MacGibbon
Assistant Secretary

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