

**MINUTES
TOWN OF ISLIP
COMMUNITY DEVELOPMENT AGENCY
BOARD OF DIRECTORS
April 13, 2023
6:30 P.M.**

The CDA Board of Directors' Meeting was opened at 6:30 p.m. by Chairwoman Debra Cavanagh. Other members present for the Board of Directors were Manuel Troche and Jarett Gandolfo (via Zoom). Present for the CDA were the Executive Director, Julia E. MacGibbon and Chief Financial Officer, Renee Sumpter.

1. **MINUTES OF MEETING** - On a motion of Debra Cavanagh, seconded by Manuel Troche, the minutes of the Board of Directors meeting held March 9, 2023 were approved by all without change.
2. **MINUTES OF THE AUDIT AND FINANCE COMMITTEE MEETING** - On a motion of Manuel Troche, seconded by Jarett Gandolfo, the minutes of the Audit and Finance Committee meeting held March 9, 2023 were approved by all without change.
3. **MINUTES OF THE GOVERNANCE COMMITTEE MEETING** - On a motion of Manuel Troche, seconded by Jarett Gandolfo, the minutes of the Governance Committee meeting held March 9, 2023 were approved by all without change.
4. **AUTHORIZATION TO ENTER INTO A CONSULTING AGREEMENT** - On a motion of Manuel Troche, seconded by Debra Cavanagh, and approved by all, authorization was granted for the Executive Director to enter into a Consulting Agreement with Robert M. Kuri. The consulting fee will be billed on an hourly basis not to exceed 18 hours per week for continuity during program transition.
5. **AUTHORIZATION TO DISTRIBUTE FINAL PENSION ALLOCATION** - On a motion of Manuel Troche, seconded by Debra Cavanagh, and approved by all, authorization was granted for the Agency to make Robert Kuri's final 20% pension allocation. Payment will be made directly to the current pension plan.
6. **AUTHORIZATION TO APPROVE AN ADDITIONAL PAYMENT TO BST & CO. CPA's, LLP RELATED TO THE JUNE 30, 2022 AUDITED FINANCIAL STATEMENTS AND THE SINGLE AUDIT REPORT** - On a motion of Manuel Troche, seconded by Debra Cavanagh, and approved by all, authorization was granted to make an additional payment of \$6,275 to BST & Co. CPA's, LLP for the June 30, 2022 audits due to two additional grant programs that were required to be tested primarily related to COVID-19 funding.

7. **AUTHORIZATION TO ADD A SECOND ADDENDUM TO THE CDBG-CV SUBRECIPIENT AGREEMENT WITH CATHOLIC HEALTH SERVICES OF LONG ISLAND (FORMERLY KNOWN AS GOOD SAMARITAN HOSPITAL MEDICAL CENTER)** - On a motion of Manuel Troche, seconded by Debra Cavanagh, and approved by all, authorization was granted for the Executive Director to add a second addendum to the CDBG-CV Subrecipient Agreement with Catholic Health Services of Long Island (formerly known as Samaritan Hospital Medical Center) for the purchase of a Mobile Outreach Vehicle with supplies at a cost of \$52,000 and a LCSW Outreach Manager’s salary of \$63,375. The amount requested of \$115,375 will be paid from the remaining balance (\$213,656) of the original \$540,000 CDBG-CV grant (\$340,000 Subrecipient Agreement plus \$200,000 by amendment on July 2, 2021) and will be used for expenditures directly related to preparing, preventing and responding to the COVID-19 pandemic.
8. **AUTHORIZATION TO FUND PUBLIC SERVICE PROJECTS** - On a motion of Manuel Troche, seconded by Jarett Gandolfo, and approved by all, authorization is granted for the Executive Director to enter into Subrecipient Agreements and provide grants from Community Development Block Grant funds for the following public service providers in the amounts listed as part of the 2023 Annual Action Plan. In addition, authorization was granted for the Agency to disburse the 2022 allocation in the amount of \$30,000 to Long Island Gay and Lesbian Youth, Inc.

Grantee	Recommended Total Amount
Central Islip Civic Council, Inc.	\$18,000.00
Economic Opportunity Council of Suffolk, Inc.	20,000.00
Family Service League, Inc.	32,000.00
YMCA of Long Island, Inc.	31,000.00
Habitat for Humanity of Long Island	10,000.00
Liga De Justicia Foundation, Inc.	25,000.00
Literacy Suffolk, Inc.	16,000.00
Long Island Gay and Lesbian Youth, Inc.	30,000.00
Long Island Housing Services, Inc.	40,000.00
Mercy Haven, Inc.	20,000.00
New Hour	5,000.00
<i>Pink Tie 1000 Foundation</i>	<i>CDBG-CV</i>
Pronto of Long Island, Inc.	12,000.00
<i>United Way of Long Island, Inc.</i>	<i>CDBG-CV</i>
West Islip Youth Enrichment Services, Inc.	70,000.00
TOTAL:	\$329,000.00

9. **AUTHORIZATION TO FUND PUBLIC SERVICE PROJECTS FOR EXPENDITURES DIRECTLY RELATED TO THE COVID-19 PANDEMIC** - On a motion of Manuel Troche, seconded by Jarett Gandolfo, and approved by all, authorization is granted for the Executive Director to enter into CDBG-CV Subrecipient Agreements and provide grants from Community Development Block Grant in Response to COVID-19 funds for the following public service providers for expenditures directly related to preparing, preventing or responding to Covid-19 for the amounts listed.

Grantee	Recommended Total Amount
Pink-Tie 1000 Foundation	\$30,000.00
United Way of Long Island, Inc.	25,000.00
TOTAL:	\$55,000.00

10. **ADDED RESOLUTION: AUTHORIZATION TO INCREASE THE HOME REPAIR PROGRAM CDBG GRANT** - On a motion of Manuel Troche, seconded by Jarett Gandolfo, and approved by all, authorization is granted to increase the Home Repair Program CDBG Grant in an amount not to exceed \$25,000. The current maximum grant of \$10,000 is insufficient to cover necessary rehabilitation costs for those clients that are may not be eligible for additional loan funding.

11. **ADDED RESOLUTION: AUTHORIZATION TO AMEND THE SUBRECIPIENT AGREEMENT WITH HABITAT FOR HUMANITY OF LONG ISLAND, INC.** - On a motion of Manuel Troche, seconded by Debra Cavanagh, and approved by all, authorization is granted to amend the subrecipient agreement with Habitat for Humanity of Long Island, Inc. to extend the terms for an additional six months through December 31, 2023. This agreement, originally authorized by the Board at the May 12, 2022 meeting, was for the transfer title of a CDA-owned lot located at 144 Wicks Road, Brentwood and to provide financial assistance for the construction, soft and closing costs to develop a single-family house using 3-D technology. NSP funding, not to exceed \$250,000 will be provided in the form of a grant. The fully constructed home will be sold to an eligible first-time family meeting HUDs 50% Adjusted median income. The CDA will provide the financing in form of low-interest and deferred mortgages and down payment assistance.

OTHER MATTERS:

The Executive Director provided an updated on the plans for 144 Wicks Road with Habitat for Humanity.

The Executive Directors reminded the Board that the ABO Training is coming up and to please notify management upon completion.

The Annual Action Plan for 2023 is in the comment period stage and will be presented at the next Islip Community Development Agency Board meeting.

OTHER MATTERS: (continued)

There being no further business to come before the CDA Board, on a motion of Manuel Troche, seconded by Debra Cavanagh and approved by all, the CDA Board of Directors meeting adjourned at 6:49 p.m.

Respectfully Submitted:

A handwritten signature in cursive script that reads "Renee Sumpter".

Renee Sumpter
Assistant Secretary

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