

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 1

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Meeting of the Town of Islip Industrial Development Agency.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

John Walser

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF



MEETING OF THE TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
JANUARY 23, 2024

Agenda

1. Call the meeting of the Town of Islip Industrial Development Agency to order.
2. To consider the **Adoption of a Resolution** on behalf of the **Town of Islip Industrial Development Agency** to approve the minutes from December 12, 2023
3. To consider the **Adoption of a Resolution** approving the **2024 IDA Meeting Schedule** of the Town of Islip Industrial Development Agency.
4. To consider the **Adoption of a Resolution Appointing the Officers** to the Town of Islip Industrial Development Agency as follows; John M. Lorenzo, secretary of the Agency, James P. O'Connor, Treasurer of the Agency, John G. Walser, Assistant Secretary of the Agency, John G. Walser, Compliance Officer of the Agency.
5. To consider the **Adoption of a Resolution** on behalf of the Town of Islip Industrial Development Agency to adopt an **Audit Committee** in compliance with the Public Authority Accountability Act ("PAAA") and to appoint, Michael J. Mc Elwee, John M. Lorenzo and Anne Danziger to that committee.
6. To consider the **Adoption of a Resolution** on behalf of the Town of Islip Industrial Development Agency to adopt a **Finance Committee** in compliance with the Public Authority Accountability Act ("PAAA") and to appoint, John M. Lorenzo, James P. O'Connor, and Robert Kordic to that committee.
7. To consider the **Adoption of a Resolution** on behalf of the Town of Islip Industrial Development Agency to adopt a **Governance Committee** in compliance with the Public Authority Accountability Act ("PAAA") and to appoint, Jorge Guadron, John M. Lorenzo and Taryn Jewell Esq. to that committee.
8. To consider the **Adoption of a Resolution** on behalf of the Town of Islip Industrial Development committee to adopt a **Code of Ethics** Policy in compliance with the Public Authority Accountability Act ("PAAA") and to appoint the Board of Ethics of the Town of Islip as it's Ethics Officer.
9. To consider the **Adoption of a Resolution** on behalf of The Town of Islip Industrial Development Agency to adopt an **Investment Policy** in compliance with the Public

Authority Accountability Act ("PAAA") which shall apply to all operating funds, bond proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the financial statements of the Agency.

10. To consider the **Adoption of a Resolution** on behalf of The Town of Islip Industrial Development Agency to adopt a **Procurement Policy** with the Public Authority Accountability Act ("PAAA") which will apply to the procurement for goods and services not subject to the competitive bidding requirement set forth in General Municipal Law Section 103 and which goods and services are paid for and used by the Agency.
11. To Consider the **Adoption of a Resolution** on behalf of The Town of Islip Industrial Development Agency adopting a **Conflict-of-Interest** Policy in compliance with the Public Accountability Act ("PAAA") and amending the by-laws of the Agency.
12. To consider the **Adoption of a Resolution** on behalf of The Town of Islip Industrial Development Agency to adopt the **Travel Authorization and Mileage Reimbursement** guidelines as stated in The Town of Islip Administrative Procedures Manual, section 303, as recommended by the New York State Authorities Budget Office.
13. To consider the **Adoption of a Resolution** on behalf of The Town of Islip Industrial Development Agency to adopt a **Property Disposition Policy**. Policy in compliance with the Public Accountability Act ("PAAA") and amending by-laws of the Agency.
14. To consider the **Adoption of a Resolution** on behalf of the Town of Islip Industrial Development Agency to enter into a contract with *Mike Siniski*, to provide computer programming services for the maintenance of an updated and improved IDA Assessment Roll, and Pilot Billing System including training Town of Islip staff at a rate of \$65.00 per hour, not to exceed \$5000.00.
15. To enter into a **Marketing Agreement** between the Town of Islip Industrial Development Agency and **JVC Broadcasting** (103.9 LI News Radio with Jay Oliver) for services to promote marketing for the Agency.
16. To consider the **Adoption of an Inducement Resolution** between the Town of Islip Industrial development Agency and **80 Wilshire Blvd. L.P.**, located at 80 Wilshire Blvd. Edgewood.
17. To consider any other business that comes before the agency.

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR**

AGENDA ITEM #2

**TYPE OF RESOLUTION: APPROVE THE MINUTES FROM
DECEMBER 12, 2023**



MEETING OF THE TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
DECEMBER 12, 2023

Minutes

1. Call the meeting of the Town of Islip Industrial Development Agency to order on a motion by Angie Carpenter and seconded by James O'Connor. Chairwoman Angie Carpenter acknowledged that a quorum was present. Members in addition to Angie Carpenter were John Cochrane, James O'Connor, Jorge Guadron. John Lorenzo was not present.
2. To consider the **Adoption of a Resolution** on behalf of the **Town of Islip Industrial Development Agency** to approve the minutes from November 14, 2023. On a motion by James O'Connor and seconded by John Cochrane, said motion was approved.
3. To consider a **Resolution Authorizing the Assignment and Assumption** of the **TJ Russo Consultant's Facility located at 155 Oval Dr. Islandia**. On a motion by Jorge Guadron and seconded by James O'Connor, said motion was approved.
4. To consider any other business that comes before the agency, there being none the meeting adjourned on a motion by John Cochrane and seconded by Jorge Guadron.

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR**

AGENDA ITEM # 3

**TYPE OF RESOLUTION: APPROVE THE 2024 IDA
MEETING SCHEDULE**

RESOLUTION OF THE TOWN OF ISLIP INDUSTRIAL
DEVELOPMENT AGENCY REGARDING THE
APPROVAL OF THE MEETING SCHEDULE FOR 2024.

WHEREAS, by Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 47 of the Laws of 1974 of the State of New York, as amended (collectively, the “Act”), the Town of Islip Industrial Development Agency (the “Agency”) was created with the authority and power, among other things, to promote, develop, encourage and assist in the acquisition, construction, improvement, maintenance, equipping and furnishing of certain industrial, manufacturing, warehousing, commercial, research, and recreation facilities as authorized by the Act in order to promote and maintain the job opportunities, health, general prosperity and economic welfare of the citizens of the Town of Islip, New York and of the State of New York and to improve their standard of living; and

WHEREAS, the New York State Legislature adopted the Public Authorities Accountability Act of 2005, as amended (the “PAAA”), designed to ensure that New York’s public authorities operate more efficiently, more openly, and with greater accountability; and

WHEREAS, the PAAA and the Agency’s By-Laws require that the Agency adopt a calendar of scheduled meetings each year, and;

WHEREAS, in order to fully comply with the provisions of the PAAA and the Agency’s By-Laws, the Agency intends to approve the meeting schedule for January 23, 2024; and

WHEREAS, to carry out the aforesaid purposes, the Agency has the power under the Act, the PAAA and its By-Laws to do all things necessary to fulfill its obligations imposed by the Act, the PAAA and its By-Laws.

NOW, THEREFORE, BE IT RESOLVED by the Agency (a majority of the members thereof affirmatively concurring) as follows:

Section 1. The Agency hereby finds and determines:

(a) By virtue of the Act, the Agency has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act; and

(b) Approving the 2024 meeting schedule of the Agency will allow the Agency to continue to operate in compliance with the Act, the provisions of the PAAA, and the Agency’s By-Laws, and cause the Agency to operate more efficiently, openly and with greater accountability to the residents of the Town of Islip.

Section 2. In consequence of the foregoing, the Agency hereby determines to approve its calendar of scheduled meetings for 2024.

Section 3. The Agency hereby undertakes to comply with all other provisions of the PAAA applicable to the Agency as diligently as possible.

Section 4. The Agency is hereby authorized to do all things necessary or appropriate for the accomplishment of the purposes of this resolution, and all acts heretofore taken by the Agency with respect to such activities are hereby approved, ratified and confirmed.

Section 5. This resolution shall take effect immediately.

STATE OF NEW YORK)
 : SS.
COUNTY OF SUFFOLK)

I, the undersigned Secretary of the Town of Islip Industrial Development Agency, DO HEREBY CERTIFY:

That I have compared the annexed extract of the minutes of the meeting of the Town of Islip Industrial Development Agency (the "Agency"), including the resolutions contained therein, held on the 23th day of January 2024, with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the Agency and of such resolutions set forth therein and of the whole of said original insofar as the same related to the subject matters therein referred to.

I FURTHER CERTIFY that public notice of the time and place of said meeting was duly given to the public and the news media in accordance with the New York Open Meetings Law, constituting Chapter 511 of the Laws of 1976 of the State of New York, as amended, that all members of said Agency had due notice of said meeting and that said meeting was in all respects duly held.

IN WITNESS WHEREOF, I have hereunto set my hand as of the 23th day of January 2024.

By: _____
 Assistant Secretary

Date: January 23, 2024

At a meeting of the **Town of Islip Industrial Development Agency** (the “Agency”), held at Islip Town Hall, 655 Main Street, Islip, New York on the 23th day of January 2024, the following members of the Agency were:

Present:

Also Present:

After the meeting had been duly called to order, the Chair announced that among the purposes of the meeting was to consider and take action on certain matters pertaining to the approval of the Town of Islip Industrial Development Agency’s meeting schedule for 2024.

The following resolution was duly moved, seconded, discussed and adopted with the following members voting:

Voting Aye

Voting Nay

TOWN BOARD MEETINGS/CLOSING DATES - 2024

Town Board Meeting Dates	Closing Dates
Wednesday, January 3, 2024 @ 10:00am (<i>Organizational Meeting</i>)	
January 23, 2024	January 9, 2024
February 13, 2024 (<i>Black History Month</i>)	January 30, 2024
March 19, 2024 (<i>Women's History Month</i>)	March 5, 2024
April 16, 2024 @ 5:30pm (<i>Student Achievement Awards</i>)	April 2, 2024
May 14, 2024	April 30, 2024
June 11, 2024	May 28, 2024
July 16, 2024	July 2, 2024
August 13, 2024	July 30, 2024
September 17, 2024 @ 5:30pm (<i>Hispanic Heritage Month</i>)	September 3, 2024
October 22, 2024 (<i>Italian Heritage Month</i>)	October 8, 2024
November 7, 2024 (<i>Budget Hearing</i>) @ 10:30a	
November 19, 2024	November 4, 2024
December 17, 2024	December 3, 2024

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR**

AGENDA ITEM # 4

**TYPE OF RESOLUTION: AUTHORIZING RESOLUTION
FOR APPOINTING THE OFFICERS**

RESOLUTION OF THE TOWN OF ISLIP INDUSTRIAL
DEVELOPMENT AGENCY REGARDING THE
APPOINTMENT OF OFFICERS

WHEREAS, by Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 47 of the Laws of 1974 of the State of New York, as amended (collectively, the “Act”), the Town of Islip Industrial Development Agency (the “Agency”) was created with the authority and power, among other things, to promote, develop, encourage and assist in the acquisition, construction, improvement, maintenance, equipping and furnishing of certain industrial, manufacturing, warehousing, commercial, research, and recreation facilities as authorized by the Act in order to promote and maintain the job opportunities, health, general prosperity and economic welfare of the citizens of the Town of Islip, New York and of the State of New York and to improve their standard of living; and

WHEREAS, the New York State Legislature adopted the Public Authorities Accountability Act of 2005, as amended (the “PAAA”), designed to ensure that New York’s public authorities operate more efficiently, more openly, and with greater accountability; and

WHEREAS, the PAAA and the Agency’s By-Laws require that the Agency **appoint officers** of the Agency; and

WHEREAS, in order to fully comply with the provisions of the PAAA and the Agency’s By-Laws, the Agency intends to appoint certain members as officers of the Agency whose responsibilities are to provide oversight and management of all persons employed in chief executive and senior management positions of the Agency; and

WHEREAS, to carry out the aforesaid purposes, the Agency has the power under the Act, the PAAA and its By-Laws to do all things necessary to fulfill its obligations imposed by the Act, the PAAA and its By-Laws.

NOW, THEREFORE, BE IT RESOLVED by the Agency (a majority of the members thereof affirmatively concurring) as follows:

Section 1. The Agency hereby finds and determines:

(a) By virtue of the Act, the Agency has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act; and

(b) **Appointing the officers** of the Agency will allow the Agency to continue to operate in compliance with the Act, the provisions of the PAAA, and the Agency’s By-Laws, and cause the Agency to operate more efficiently, openly and with greater accountability to the residents of the Town of Islip.

Section 2. In consequence of the foregoing, the Agency hereby determines to designate and appoint *John M. Lorenzo, Secretary of the Agency, James P. O’Connor, Treasurer of the Agency, John G. Walser, Assistant Secretary of the Agency, John Walser, Compliance Officer of the Agency.*

Section 3. In consequence of the foregoing, the Agency hereby determines to designate and appoint *John G. Walser as Executive Director of the Agency.*

Section 4. The Agency hereby undertakes to comply with all other provisions of the PAAA applicable to the Agency as diligently as possible.

Section 5. The Agency is hereby authorized to do all things necessary or appropriate for the accomplishment of the purposes of this resolution, and all acts heretofore taken by the Agency with respect to such activities are hereby approved, ratified and confirmed.

Section 6. This resolution shall take effect immediately.

Date: January 23, 2024

At a meeting of the **Town of Islip Industrial Development Agency** (the "Agency"), held at Islip Town Hall, 655 Main Street, Islip, New York on the 23th day of January, 2024, the following members of the Agency were:

Present:

After the meeting had been duly called to order, the Chair announced that among the purposes of the meeting was to consider and take action on certain matters pertaining to the **Appointment of officers of the Town of Islip Industrial Development Agency**.

The following resolution was duly moved, seconded, discussed and adopted with the following members voting:

Voting Aye

Voting Nay

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR**

AGENDA ITEM # 5

**TYPE OF RESOLUTION: AUTHORIZING RESOLUTION
TO ADOPT THE AUDIT COMMITTEE**

January 23, 2024

Whereas, the Public Authority Accountability Act, (the Act) Section 18, requires all public authorities within the State of New York to establish an **Audit Committee**, and

Whereas, the Town of Islip Industrial Development Agency (the Agency) has been identified as an “Authority” subject to the Act, and

Resolved, that the Agency has created an **Audit Committee of the Town of Islip Industrial Development Agency** in compliance with Section 18 of the Act, and appoints the following individuals to that committee:

Chairmen: John M. Lorenzo

Member: Michael J. Mc Elwee

Member: Ann Danziger

Upon a vote being taken, the result was:

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR**

AGENDA ITEM # 6

**TYPE OF RESOLUTION: AUTHORIZING RESOLUTION
TO ADOPT THE FINANCE COMMITTEE**

January 23, 2024

Whereas, the Public Authority Accountability Act, (the Act) Section 18, requires all public authorities within the State of New York to establish a **Finance Committee**, and

Whereas, the **Town of Islip Industrial Development Agency** (the Agency) has been identified as an “Authority” subject to the Act, and

Now therefore on a motion by,

Resolved, that the Agency has created a **Finance Committee of the Town of Islip Industrial Development Agency** in compliance with Section 18 of the Act, and appoints the following individuals to that committee:

Member: John M. Lorenzo

Member: James P. O’Connor

Member: Robert Kordic

Upon a vote being taken, the result was:

TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR

AGENDA ITEM # 7

**TYPE OF RESOLUTION: AUTHORIZING RESOLUTION
TO ADOPT THE GOVERNANCE COMMITTEE**

January 23, 2024

Whereas, the Public Authority Accountability Act, (the Act) Section 18, requires all public authorities within the State of New York to establish a **Governance Committee**, and

Whereas, the Town of Islip Industrial Development Agency (the Agency) has been identified as an “Authority” subject to the Act, and

Resolved, that the Agency has created a **Governance Committee of the Town of Islip Industrial Development Agency** in compliance with Section 18 of the Act, and appoints the following individuals to that committee:

Chairman: Jorge Guadron

Member: John Lorenzo

Member: Taryn Jewell

Upon a vote being taken, the result was:

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR**

AGENDA ITEM # 8

**TYPE OF RESOLUTION: AUTHORIZING RESOLUTION
TO ADOPT THE CODE OF ETHICS**

January 23, 2024

Whereas, the Public Authority Accountability Act, (the Act) Section 18, requires all public authorities within the State of New York to adopt a **Code of Ethics**, and

Whereas, the Town of Islip Industrial Development Agency (the Agency) has been identified as an “Authority” subject to the Act, and

Whereas, the Act requires that the Agency appoint an “**Ethics Officer**” to counsel board members, directors and employees about ethical behavior, receive and investigate complaints about ethical behavior, and perform additional duties involving the implementation of the **Code of Ethics**.

Resolved, that the Agency adopts the **Code of Ethics of the Town of Islip Industrial Development Agency**, as attached to this resolution, in compliance with Section 18 of the Act, and be it further

Resolved, that the Agency appoints the Board of Ethics of the Town of Islip as its Ethics Officer, to fulfill the legal requirements of the Act.

Upon a vote taken, the result was,

CODE OF ETHICS

The Town of Islip Industrial Development Agency ("IDA" or "the Agency"), in compliance with the Public Authority Accountability Act of 2005, has adopted the following Code of Ethics applicable to each Agency Board Member, the Executive Director and employees. These policies shall serve as a guide for official conduct and are intended to enhance the ethical and professional performance of the Agency's directors and employees and to preserve public confidence in the Agency's mission.

Responsibility of Board Members, Directors and Employees

1. Board members, directors and employees shall perform their duties with transparency, without favor and refrain from engaging in outside matters of financial or personal interest, including other employment that could impair independence of judgment, or prevent the proper exercise of one's official duties.
2. Board members, directors and employees shall not directly or indirectly, make, advise, or assist any person to make any financial investment based upon information available through the director's or employee's official position that could create any conflict between their public duties and interests and their private interests.
3. Board members, directors and employees shall not accept or receive any gift or gratuities where the circumstances would permit the inference that: (a) the gift is intended to influence the individual in the performance of official business or (b) the gift constitutes a tip, reward, or sign of appreciation for any official act by the individual. This prohibition extends to any form of financial payments, services, loans, travel reimbursement, entertainment, hospitality, thing or promise from any entity doing business with or before the Agency. Any gifts or gratuities received by a board member, director or employee shall be reported to the Ethics Officer within forty eight hours of the receipt thereof.
4. Board members, directors and employees shall not use or attempt to use their official position with the Agency to secure unwarranted privileges for themselves, members of their family or others, including employment with the Agency or contracts for materials or services with the Agency.
5. Board members, directors and employees must conduct themselves at all times in a manner that avoids any appearance that they can be improperly or unduly influenced, that they could be

affected by the position of or relationship with any other party, or that they are acting in violation of their public trust.

6. Board members, directors and employees may not engage in any official transaction with an outside entity in which they have a direct or indirect financial interest that may reasonably conflict with the proper discharge of their official duties.

7. Board members, directors and employees shall manage all matters within the scope of the Agency's mission independent of any other affiliations or employment. Directors, including ex officio board members, and employees employed by more than one government shall strive to fulfill their professional responsibility to the Agency without bias and shall support the Agency's mission to the fullest.

8. Board members, directors and employees shall not use Agency property, including equipment, telephones, vehicles, computers, or other resources, or disclose information acquired in the course of their official duties in a manner inconsistent with State or local law or policy and the Agency's mission and goals.

9. Board members, directors and employees are prohibited from appearing or practicing before the Agency for two (2) years following employment with the Agency, consistent with the provisions of the New York State Public Officers Law.

Implementation of Code of Ethics

This Code of Ethics shall be provided to all board members, directors and employees upon commencement of employment or appointment and shall be reviewed annually by the Governance Committee. The board may designate an Ethics Officer, who shall report to the board and shall have the following duties:

- Counsel in confidence Agency board members, directors and employees who seek advice about ethical behavior.
- Receive and investigate complaints about possible ethics violations.
- Dismiss complaints found to be without substance.
- Prepare an investigative report of their findings for action by the Executive Director or the board.
- Record the receipt of gifts or gratuities of any kind received by a director or employee.

Penalties

In addition to any penalty contained in any other provision of law, an Agency board member, director or employee who knowingly and intentionally violates any of the provisions of this code may be removed in the manner provided for in law, rules or regulations.

Reporting Unethical Behavior

Board members, directors and employees are required to report possible unethical behavior by a board member, director or employee of the Agency to the Ethics Officer. Board members, directors and employees may file ethics complaints anonymously and are protected from retaliation by the policies adopted by the Agency.

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR**

AGENDA ITEM # 9

**TYPE OF RESOLUTION: AUTHORIZING RESOLUTION
TO ADOPT THE INVESTMENT POLICY**

INVESTMENT POLICY
Town of Islip Industrial Development Agency

This Investment Policy of the Town of Islip Industrial Development Agency (the Agency) shall apply to all operating funds, bond proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the financial statements of the Agency. Each investment made pursuant to this Investment Policy must be authorized by applicable law and this written Investment Policy. This Investment Policy is intended to comply with the General Municipal Law, the Public Authorities Law, and any other applicable Federal, State and Local Laws.

DELEGATION OF AUTHORITY

The responsibility for conducting investment transactions involving the Agency resides with the Chief Financial Officer of the Agency under the direction and oversight of the Chairman of the Agency. Only the Chief Financial Officer and those authorized by resolution or the Agency's By-laws may invest public funds.

All contracts or agreements with outside persons investing public funds, advising on the investment of public funds, directing the deposit of funds or acting in a fiduciary capacity for the Agency, shall require the outside person to notify the Agency in writing, within thirty (30) days of receipt of all communication from its auditor of the outside person or any regulatory authority, of the existence of material weakness in the internal control structure of the outside person or regulatory orders or sanctions regarding the type of services being provided to the Agency by the outside person.

The records of investment transactions made by or on behalf of the Agency are public records and are the property of the Agency whether in the custody of the Agency or in the custody of a fiduciary or other third party.

The Chief Financial Officer of the Agency under the direction and oversight of the Chairman shall establish a written system of internal controls and investment practices. The controls shall be designed to prevent losses of public funds, to document those officers and employees of the Agency responsible for elements of the investment process and to address the capability of investment management. The controls shall provide for receipt and review of the audited financial statements and related reports on internal control structure of all outside persons performing any of the following for the Agency:

- (i) investing public funds of the Agency;
- (ii) advising on the investment of public funds of the Agency;
- (iii) directing the deposit or investment of public funds of the Agency; or
- (iv) acting in a fiduciary capacity for the Agency.

A bank, savings and loan association or credit union providing only depository services shall not be required to provide an audited financial statement and related report on its internal control structure.

OBJECTIVES

The primary objectives, in order of priority, of all investment activities involving the financial assets of the Agency shall be the following:

- (i) Safety: Safety and preservation of principal in the overall portfolio is the foremost investment objective;
- (ii) Liquidity: Maintaining the necessary liquidity to match expected liabilities and expenses is the second investment objective;
- (iii) Return: Obtaining a reasonable return is a third investment objective.

OPERATIVE POLICY

The Agency shall conduct its investment activities involving all operating funds, bond proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the financial statements of the Agency in a manner that complies with the General Municipal Law and the Public Authorities Law of New York State.

Prior to making an investment of any operating funds, bond proceeds and other funds of the Agency, other than those associated with a bank, savings and loan association or credit union involving a depository relationship only, the Agency shall obtain at least three (3) bids and award the contract to the most responsible bidder whose bid most closely meets the objectives of this Investment Policy.

The Chief Financial Officer, the Chairman and all officers and employees of the Agency involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Nothing contained within this Policy however, shall prohibit the Chief Financial Officer, the Chairman, or any other officer or member of the Board, or employee of the Agency from obtaining interests in mutual funds which may include within its investment portfolio, bonds, debentures, notes or other evidence of indebtedness of the Agency; provided however, that the Agency's bonds, debentures, notes or other evidence of indebtedness may not make up more than ten percent (10%) of the mutual fund's total portfolio and the Chief Financial Officer, the Chairman, other officers or Board Members, or employees may not exercise any discretion with respect to the investments made by the mutual fund company.

The Chief Financial Officer shall submit to the Board an investment report that summarizes recent market conditions and investment strategies employed since the last investment report. The report shall set out the current portfolio in terms of maturity, rates of return and other features and summarize all investment transactions that have occurred during the reporting period and compare the investment results with budgetary expectations, if any.

This Investment Policy shall be reviewed and approved annually.

Adopted by the IDA Board of Directors on January 20, 2016.

ARTICLE III.

EXCEPTIONS FROM BIDDING.

1. EMERGENCY. An emergency exists if the delay caused by soliciting quotes would endanger the health, welfare or property of the municipality or of the citizens. With approval of the Chairman, such emergency shall not be subject to competitive bidding or the procedures stated herein. The Chairman shall obtain a verbal quote, at a minimum, which shall be documented and shall also include a description of the facts giving rise to the emergency and that it meets the criteria set forth herein. Said documentation may also include the opinions of Counsel regarding the exception from bidding.
2. Professional Services. This category includes services which require special education and/or training, license to practice or are creative in nature. Examples include: lawyers, doctors, accountants, engineers, artists, etc. The Agency may seek Requests for Proposals for such services. In its selection, the Agency should consider cost, experience, expertise, reputation, staffing, location and suitability for the needs of the Agency. The Chairman shall prepare, in writing, the basis for the selection and the description of the professional service. Said documentation may also include the opinions of Counsel regarding the exception from bidding.
3. SOLE SOURCES. In this situation, there is only one possible source from which to procure goods and/or services and it is shown that the item needed has unique benefits compared to other goods and/or services available in the marketplace; no other item provides substantially equivalent or similar benefits; and considering the benefits the cost is reasonable. The Agency should adopt a resolution describing the goods and/or services and waiving the bidding requirements prior to procurement and should provide evidence that, as a matter of fact, there is no competition available. Said documentation may also include the opinions of Counsel regarding the exception from bidding.
4. TRUE LEASE. The Chairman shall obtain written quotes and shall prepare a cost benefit analysis of leasing versus purchasing. Said documentation may also include the opinions of Counsel regarding the exception from bidding.
5. INSURANCE. The Chairman shall, at a minimum, obtain several verbal quotes, as defined herein. An analysis regarding why a particular selection was made should be prepared and documented. Said documentation may also include the opinions of Counsel regarding the exception from bidding.

ARTICLE IV. MISCELLANEOUS.

1. The Agency shall annually review this Policy.
2. The unintentional failure to comply with the provisions of this Policy an the applicable law shall not be grounds to void action taken or give rise to a cause of action against the Agency or any director, officer, member or employee thereof.

²⁰¹⁸
This Policy was duly adopted by the IDA Board of Directors on January 23, 2018.

January 23, 2023

Whereas, the Public Authority Accountability Act, (the Act) Section 18, requires all public authorities within the State of New York to adopt an **Investment Policy**, and

Whereas, the Town of Islip Industrial Development Agency (the Agency) has been identified as an “Authority” subject to the Act.

Resolved, that the Agency adopts a policy entitled **Investment Policy of the Town of Islip Industrial Development Agency**, as attached to this resolution, in compliance with Section 18 of the Act.

Upon a vote being taken, the result:

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR**

AGENDA ITEM # 10

**TYPE OF RESOLUTION: AUTHORIZING RESOLUTION
TO ADOPT THE PROCUREMENT POLICY**

PROCUREMENT POLICY
Town of Islip Industrial Development Agency

ARTICLE I. SCOPE AND PURPOSE

Pursuant to Section 2824 of the Public Authorities Law, the Town of Islip Industrial Development Agency (the Agency) is required to establish and adopt a procurement policy which will apply to the procurement for goods and services not subject to the competitive bidding requirements set forth in General Municipal Law section 103 and which goods and services are paid for and used by the Agency. The primary objectives of this Procurement Policy (the Policy) are to assure the prudent and economical use of public monies in the best interests of the taxpayers in the Town of Islip, to facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances, and to guard against favoritism, improvidence, extravagance, fraud and corruption.

ARTICLE II. PROCUREMENT PROCEDURE

1. PROCUREMENT SUBJECT TO COMPETITIVE BIDDING. In order to determine if the procurement of goods or services is subject to competitive bidding, the Chairman or an authorized designee shall:
 - a. Make an initial determination as to whether the expenditure will be (i) more than \$35,000 for the performance of a public works contract (services, labor or construction) or (ii) more than \$20,000 for any purchase contract (commodities, materials, supplies or equipment).
 - b. Review the purchase request against prior years' expenditures and shall make a good faith effort to determine whether it is known or can reasonably be expected that the aggregate purchases of a similar nature will exceed the dollar amounts set forth in paragraph (a) of this Section. If so, the procurement will be subject to competitive bidding.

2. DETERMINATION. If the procurement is not subject to competitive bidding, as determined in section (1) above, then prior to commencing any procurement of goods and services, the Chairman or an authorized designee shall prepare a written statement setting forth a determination that (a) competitive bidding is not required for such procurement, and, if applicable, (b) such procurement is not subject to the requirements of this Policy. Such written statements shall be maintained in a specially designated file at the Agency offices and shall also be filed with the purchase order or contract of the goods or services.

3. PROCEDURES FOR THE PURCHASE OF GOODS UNDER \$20,000.
 - a. \$0.01 - \$500 May be purchase at the discretion of the Chairman or the authorized designee.
 - b. \$501 - \$3,000 Upon Agency approval, may be purchased from the vendor

providing the lowest quote after receiving and documenting at least three (3) verbal quotes.

- c. \$3,000 - \$19,999 Upon Agency approval, may be purchased from the vendor providing the lowest quote after receiving at least three (3) written, faxed, or e-mailed quotes.

4. PROCEDURES FOR THE PURCHASE OF PUBLIC WORKS OR SERVICES UNDER \$35,000.

- a. \$0.01 - \$1,000 May be purchased at the discretion of the Chairman or the authorized designee.
- b. \$1,001 - \$5,000 Upon Agency approval, may be purchased after receiving and documenting at least three (3) verbal quotes.
- c. \$5,001 - \$34,999 Upon Agency approval, may be purchased from the vendor providing the lowest quote after receiving at least three (3) written, faxed, or e-mailed quotes.

5. QUOTES.

- b. Verbal Quote. The documentation of a verbal quote shall include, at a minimum, the date, item or service desired, price quoted, name of vendor, name of vendor's representative, if any, delivery or service date.
- c. Written Quote. The Vendor should provide, at a minimum, the date, description of item or details of service, price quoted, name of vendor, contact information, delivery or service date.
- d. Award of Contract. Contracts shall be awarded to the lowest responsible vendor whose goods and/or services meet the specifications.

6. CIRCUMSTANCES JUSTIFYING AN AWARD TO OTHER THAN LOWEST QUOTE.

- a. Delivery or service requirements.
- b. Specification requirements.
- c. Quality.
- d. Past vendor performance.
- e. Unavailability of three (3) or more vendors who are able to provide a quote.
- f. It is in the best interests of the Agency to consider only one vendor who has previous expertise with respect to the particular procurement.

When an award is made to a vendor who did not provide the lowest quote, the reason why it is in the best interests of the Agency must be set forth and justified in writing, by the Chairman or an authorized designee, and maintained in a specially designated file at the Agency Offices and shall also be filed with the purchase order or contract of the goods or services.

January 23, 2024

Whereas, the Public Authority Accountability Act, (the Act) Section 18, requires all public authorities within the State of New York to adopt a **Procurement Policy**, and

Whereas, the **Town of Islip Industrial Development Agency** (the Agency) has been identified as an "Authority" subject to the Act, and

Resolved, that the Agency adopts a policy entitled **Procurement Policy of the Town of Islip Industrial Development Agency**, as a attached to this resolution, in compliance with Section 18 of the Act.

Upon a vote taken, the result was:

TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR

AGENDA ITEM # 11

**TYPE OF RESOLUTION: AUTHORIZING RESOLUTION
TO ADOPT THE CONFLICT-OF INTEREST POLICY**

RESOLUTION OF THE TOWN OF ISLIP INDUSTRIAL
DEVELOPMENT AGENCY AUTHORIZING AND
ADOPTING A **CONFLICT-OF-INTEREST POLICY**
NECESSARY TO IMPLEMENT THE PROVISIONS OF
THE PAAA AND THE ACT, AS AMENDED AND
APPROVING THE FORM, SUBSTANCE AND
EXECUTION OF RELATED DOCUMENTS

WHEREAS, by Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 47 of the Laws of 1974 of the State of New York, as the same may be amended from time to time (collectively, the “**Act**”), the Town of Islip Industrial Development Agency (the “**Agency**”) was created with the authority and power, among other things, to promote, develop, encourage and assist in the acquisition, construction, improvement, maintenance, equipping and furnishing of certain industrial, manufacturing, warehousing, commercial, research, and recreation facilities as authorized by the Act in order to promote and maintain the job opportunities, health, general prosperity and economic welfare of the citizens of the Town of Islip, New York and of the State of New York and to improve their standard of living; and

WHEREAS, the New York State Legislature adopted the Public Authorities Accountability Act of 2005 and the Public Authorities Accountability Act of 2009, each as amended from time to time (collectively, the “**PAAA**”), to ensure that New York’s public authorities operate more efficiently, more openly, and with greater accountability; and

WHEREAS, the purpose of a conflict-of-interest policy is to protect the Agency’s interest when it is contemplating entering into a transaction or arrangement that could benefit the private interest of a board member or employee of the Agency or could result in a possible excess benefit transaction; and

WHEREAS, in order for the Agency to be more transparent and accountable to the public, the Agency desires to develop a written conflict of interest policy to formally establish the procedures for dealing with conflict-of-interest situations and assure that the Agency’s interest prevails over personal interests of the Agency’s board members and employees; and

WHEREAS, a Conflict-of-Interest Policy would permit the Agency to continue to provide financial assistance to various business entities to acquire, locate, construct, renovate, equip and/or expand in the Town of Islip, New York (the “**Town**”), which would generate additional revenues, housing and employment within the Town; and

WHEREAS, to carry out the Agency’s purposes under the PAAA, as amended and the Act, the Agency has the power under the Act to adopt the Conflict-of-Interest Policy;

NOW, THEREFORE, BE IT RESOLVED by the Agency (a majority of the members thereof affirmatively concurring) as follows:

Section 1. The Agency hereby finds and determines:

(a) By virtue of the Act, the Agency has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act; and

(b) Authorizing and adopting the Conflict-of-Interest Policy will allow the Agency to formally establish the procedures for dealing with conflict-of-interest situations and assure that the Agency's interest prevails over personal interests of the Agency's board members and employees; and

(c) Authorizing and adopting the Conflict-of-Interest Policy will allow the Agency to continue to provide financial assistance to various business entities to acquire, locate, construct, renovate, equip and/or expand in the Town, which would generate additional revenues, housing and employment within the Town; and

(d) It is desirable and in the public interest for the Agency to adopt the Conflict-of-Interest Policy.

(e) The adoption of a stand-alone Conflict of Interest Policy will permit the Agency to maintain stand-alone Conflict of Interest Policy.

Section 2. In consequence of the foregoing, the Agency hereby determines to adopt the Conflict-of-Interest Policy, a copy of which is attached hereto as Exhibit A and made a part hereof.

Section 3. The Agency is hereby authorized to do all things necessary or appropriate for the accomplishment of the purposes of this resolution, and all acts heretofore taken by the Agency are hereby approved, ratified and confirmed.

Section 4. This resolution shall take effect immediately.

Exhibit A

TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
CONFLICT OF INTEREST POLICY

Conflicts of Interest: A conflict of interest is a situation in which the financial, familial, or personal interests of a director or employee come into actual or perceived conflict with their duties and responsibilities with the Town of Islip Industrial Development Agency (“Agency”). Perceived conflicts of interest are situations where there is the appearance that a board member and/or employee can personally benefit from actions or decisions made in their official capacity, or where a board member or employee may be influenced to act in a manner that does not represent the best interests of the Agency. The perception of a conflict may occur if circumstances would suggest to a reasonable person that a board member may have a conflict. The appearance of a conflict and an actual conflict should be treated in the same manner for the purposes of this Policy.

Board members and employees must conduct themselves at all times in a manner that avoids any appearance that they can be improperly or unduly influenced, that they could be affected by the position of or relationship with any other party, or that they are acting in violation of their public trust. While it is not possible to describe or anticipate all the circumstances that might involve a conflict of interest, a conflict of interest typically arises whenever a director or employee has or will have:

- A financial or personal interest in any person, firm, corporation or association which has or will have a transaction, agreement or any other arrangement in which the Agency participates.
- The ability to use his or her position, confidential information or the assets of the Agency, to his or her personal advantage.
- Solicited or accepted a gift of any amount under circumstances in which it could reasonably be inferred that the gift was intended to influence him/her, or could reasonably be expected to influence him/her, in the performance of his/her official duties or was intended as a reward for any action on his/her part.
- Any other circumstance that may or appear to make it difficult for the board member or employee to exercise independent judgment and properly exercise his or her official duties.

Outside Employment of Agency’s Employees: No employee may engage in outside employment if such employment interferes with his/her ability to properly exercise his or her official duties with the Agency.

PROCEDURES

Duty to Disclose: All material facts related to the conflicts of interest (including the nature of the interest and information about the conflicting transaction) shall be disclosed in good faith and in writing to the Governance Committee. Such written disclosure shall be made part of the official record of the proceedings of the Agency.

Determining Whether a Conflict of Interest Exists: The Governance Committee shall advise the individual who appears to have a conflict of interest how to proceed. The Governance Committee should seek guidance from counsel or New York State agencies, such as the Authorities Budget Office, State Inspector General or the Joint Commission on Public Ethics (“JCOPE”) when dealing with cases where they are unsure of what to do.

Recusal and Abstention: No board member or employee may participate in any decision or take any official action with respect to any matter requiring the exercise of discretion, including discussing the matter and voting, when he or she knows or has reason to know that the action could confer a direct or indirect financial or material benefit on himself or herself, a relative, or any organization in which he or she is deemed to have an interest. Board members and employees must recuse themselves from deliberations, votes, or internal discussion on matters relating to any organization, entity or individual where their impartiality in the deliberation or vote might be reasonably questioned, and are prohibited from attempting to influence other board members or employees in the deliberation and voting on the matter.

Records of Conflicts of Interest: The minutes of the Agency’s meetings during which a perceived or actual conflict of interest is disclosed or discussed shall reflect the name of the interested person, the nature of the conflict, and a description of how the conflict was resolved.

Reporting of Violations: Board members and employees should promptly report any violations of this policy to Executive Officer or counsel to the Agency.

STATE OF NEW YORK)
 : SS.
COUNTY OF SUFFOLK)

I, the undersigned Assistant Secretary of the Town of Islip Industrial Development Agency, DO HEREBY CERTIFY:

That I have compared the annexed extract of the minutes of the meeting of the Town of Islip Industrial Development Agency (the “Agency”), including the resolutions contained therein, held on the 23th day of January, 2024, with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the Agency and of such resolutions set forth therein and of the whole of said original insofar as the same related to the subject matters therein referred to.

I FURTHER CERTIFY that public notice of the time and place of said meeting was duly given to the public and the news media in accordance with the New York Open Meetings Law, constituting Chapter 511 of the Laws of 1976 of the State of New York, as amended, that all members of said Agency had due notice of said meeting and that said meeting was in all respects duly held.

IN WITNESS WHEREOF, I have hereunto set my hand as of the 23th day of January, 2024.

By: _____
Assistant Secretary

Date: January 23, 2024

At a meeting of the Town of Islip Industrial Development Agency held at Islip Town Hall, 655 Main Street, Islip, New York on the 23th day of January 2024, the following members of the Agency were:

Present:

After the meeting had been duly called to order, the Chairman announced that among the purposes of the meeting was to consider and take action on certain matters pertaining to the adoption of a **Conflict-of-Interest Policy** of the Town of Islip Industrial Development Agency in furtherance of the provisions of the PAAA and the Act, each as amended.

The following resolution was duly moved, seconded, discussed and adopted with the following members voting:

Voting Aye

Voting Nay

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR**

AGENDA ITEM # 12

**TYPE OF RESOLUTION: AUTHORIZING RESOLUTION
TO ADOPT THE TRAVEL AUTHORIZATION AND
MILEAGE REIMBURSEMENT**

January 23, 2024

WHEREAS, the Town of Islip Industrial Development Agency (the Agency) is duly established under Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 47 of the Laws of 1974 of the State of New York, as amended; and

WHEREAS, the purpose of the Agency is to promote and encourage economic development within the Town of Islip; and

WHEREAS, periodically, it is necessary that the Agency participates in various conferences, conventions and educational schooling and/or requests mileage reimbursement for the use of personal vehicles; and

WHEREAS, **Travel Authorization and Mileage Reimbursement guidelines** have been adopted in the Town of Islip's Administrative Procedures Manual, Section 303; and

WHEREAS, as a recommended Governance Practice by the Authorities Budget Office, the Agency wishes to adopt and adhere to the same guidelines as outlined in the Town of Islip's Administrative Procedures Manual, Section 303; and

NOW THEREFORE, on motion by Councilmen:

RESOLVED, that the Chairman, or his designee, has authorized the Agency to adopt and abide by the Travel Authorization and Mileage Reimbursement guidelines as outlined in the Town of Islip's Administrative Procedures Manual, Section 303, subject to approval of the Agreement by the Town Attorney as to form.

UPON a vote being taken the result was:

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR**

AGENDA ITEM # 13

**TYPE OF RESOLUTION: AUTHORIZING RESOLUTION
TO ADOPT THE PROPERTY DISPOSITION POLICY**

RESOLUTION OF THE TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY ADOPTING
A PROPERTY DISPOSITION POLICY OF THE TOWN
OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY
NECESSARY TO IMPLEMENT THE PROVISIONS OF
THE PAAA AND THE ACT, AS AMENDED

WHEREAS, by Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 47 of the Laws of 1974 of the State of New York, as amended from time to time (collectively, the “Act”), the Town of Islip Industrial Development Agency (the “Agency”), was created with the authority and power among other things, to assist with the acquisition of certain industrial development projects as authorized by the Act; and

WHEREAS, the New York State Legislature adopted the Public Authorities Accountability Act of 2005, as amended (the “PAAA”), designed to ensure that New York’s public authorities operate more efficiently, more openly, and with greater accountability; and

WHEREAS, the PAAA requires that the Agency adopt policies including a Property Disposition Policy (the “Property Disposition Policy”), to comply with the provisions of the PAAA; and

WHEREAS, to carry out the aforesaid purposes, the Agency has the power under the Act to do all things necessary to fulfill its obligations imposed by the PAAA.

NOW, THEREFORE, BE IT RESOLVED by the Agency (a majority of the members thereof affirmatively concurring) as follows:

Section 1. The Agency hereby finds and determines:

(a) By virtue of the Act, the Agency has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act; and

(b) Adopting the Property Disposition Policy will allow the Agency to operate in compliance with the Act and in compliance with the PAAA, and cause the Agency to operate more efficiently, openly and with greater accountability to the residents of the Town.

Section 2. In consequence of the foregoing, the Agency hereby determines to adopt (i) the Property Disposition Policy, a copy of which is attached hereto as Exhibit A and made a part hereof.

Section 3. The Agency hereby undertakes to comply with all other provisions of the PAAA applicable to the Agency as diligently as possible.

Section 4. The Agency is hereby authorized to do all things necessary or appropriate for the accomplishment of the purposes of this resolution, and all acts heretofore

taken by the Agency with respect to such activities are hereby approved, ratified and confirmed.

Section 5. This resolution shall take effect immediately.

Exhibit A

Town of Islip Industrial Development Agency

Property Disposition Policy

In keeping with the policy of maintaining the highest standards of conduct and ethics and to operate in the most accountable and open manner, the Town of Islip Industrial Development Agency (the "Agency") will maintain adequate inventory controls and accountability systems for all Property (as such term is defined below) under its control. Furthermore, the Agency will dispose (as such term is defined below) of Property in compliance with any applicable Law, Rule or Regulation (as such term is defined below). Failure to follow the provisions of this Property Disposition Policy will result in disciplinary action including possible termination of employment, dismissal from one's board or agent duties and possible civil or criminal prosecution if warranted.

Definitions

Contracting Officer shall mean the Executive Director of the Agency.

Dispose, Disposed or Disposal shall mean the transfer of title or any other beneficial interest in personal or real property in accordance with Section 2897 of the New York Public Authorities Law.

Law, Rule or Regulation: Any duly enacted statute, or ordinance or any rule or regulation promulgated pursuant to any federal, state or local statute or ordinance.

Property shall mean (a) personal property in excess of five thousand dollars (\$5,000.00) in value, (b) real property, and (c) any inchoate or other interest in such property, to the extent that such interest may be conveyed to another person for any purpose, excluding an interest securing a loan or other financial obligation of another party.

Operative Policy

Inventory Controls and Accountability Systems

The Contracting Officer of the Agency shall be responsible for the Agency's compliance with this Property Disposition Policy and the supervision and control of all Property Disposed of by the Agency. In addition, the Contracting Officer shall have the responsibility to insure the Agency operates in compliance with Article 9 Title 5-A of the New York Public Authorities Law, including creating and maintaining adequate inventory controls and accountability systems for all Property under the control of the Agency and periodically inventorying such property to determine which, if any, property should be Disposed by the Agency. The Contracting Officer shall recommend to the Board any Property he or she deems suitable for Disposal.

Disposition of Property

Unless otherwise authorized by this Policy, the Agency shall Dispose of Property for not less than fair market value ("FMV") by sale, exchange, or transfer, for cash, credit, or other property, with or without warranty, and upon such terms and conditions as the Contracting Officer deems proper. Provided, however, that no disposition of real property, any interest in real property, or any other Property which because of its unique nature is not subject to fair market pricing shall be made unless an appraisal of the value of such Property has been made by an independent appraiser and included in the record of the transaction.

Unless otherwise authorized by this Policy, prior to disposing of Property or entering into a contract for the Disposal of Property, the Agency shall publicly advertise for bids for such Disposal or contract for Disposal. The advertisement for bids shall be made at such a time prior to the Disposal or contract for Disposal, through such methods, and on such terms and conditions as shall permit full and free competition consistent with the value and nature of the Property. Such advertisement shall include the date, time and place the bids will be publicly disclosed by the Agency. The Agency shall award the contract with reasonable promptness to the most responsible bidder whose bid, conforming to the invitation for bids, is most advantageous to New York State (the "State"), price and other factors considered; provided, however, that Agency reserves the right to reject all such bids when it is in the public interest to do so.

The Agency may Dispose of Property or enter into contracts for the disposal of Property via negotiation or public auction without regard to the two (2) paragraphs immediately above, but subject to obtaining such competition as is feasible under the circumstances, if:

- (i) the personal property involved is of a nature and quantity which, if Disposed of under the first two (2) paragraphs of this section, would adversely affect the state or local market for such Property, and the estimated FMV of such Property and other satisfactory terms of the Disposal can be obtained by negotiation;
- (ii) the FMV of the Property does not exceed fifteen thousand dollars (\$15,000.00);
- (iii) bid prices after advertising therefore are not reasonable, either as to all or some part of the Property, or have not been independently arrived at in open competition;
- (iv) the Disposal is to the State or any political subdivision of the State, and the estimated FMV of the Property and other satisfactory terms of the Disposal are obtained by negotiation;
- (v) the Disposal is for an amount less than the estimated FMV of the Property, the terms of such Disposal are obtained by public auction or negotiation, the Disposal of the Property is intended to further the public health, safety or welfare or an economic development interest of the State or a political subdivision of the State, including but not limited to, the prevention or

remediation of a substantial threat to public health or safety, the creation or retention of a substantial number of job opportunities, or the creation or retention of a substantial source of revenues, and the purpose and terms of the Disposal are documented in writing and approved by resolution of the Board; or

- (vi) Such Disposal or related action is otherwise authorized by law.

The Agency shall file an explanatory statement with the comptroller, the director of the division of budget, the commissioner of general services and the legislature not less than ninety (90) days before the Agency Disposes the Property if the Property is personal property in excess of \$15,000, or real property that has a fair market value in excess of \$100,000. When the Property is Disposed by lease (or exchange), then the Agency shall file an explanatory statement when the Property is real property leased for a term of five (5) years or less with an estimated fair annual rent exceeding one-hundred thousand (\$100,000.00) in any given year, real property leased for a term greater than five (5) years with an estimated fair annual rent exceeding one-hundred thousand (\$100,000.00) for the entire lease term; or any real property or real and related personal property Disposed of by exchange, regardless of value, or any property any part of the consideration for which is real property.

Reporting Requirements

Annual Report

The Agency shall publish, at least annually, an Annual Report (the "Annual Report") listing all Property consisting of real property of the Agency. In addition, the Annual Report shall include a list and full description of all Property consisting of real and personal property disposed of during such period covered by the Annual Report. The Annual Report shall include the price received by the Agency for the Property, in addition to the name of the purchaser for all such Property sold by the Agency during such period covered by the Annual Report.

The Agency shall deliver copies of the Annual Report with the comptroller, the director of the division of budget, the commissioner of general services and the legislature, and to the extent practicable, post such Annual Report on its website.

Property Disposition Policy

The Agency shall review and approve this Property Disposition Policy annually by resolution of the Board. On or before March 31 of each year, the Agency shall file with the Comptroller a copy of its Property Disposition Policy, including the name of the Contracting Officer appointed by the Agency. Upon such filing with the comptroller, the Agency shall post its Property Disposition Policy on its website.

Adopted:

Date: January 23, 2024

At a meeting of the Town of Islip Industrial Development Agency (the "Agency"), held at 40 Nassau Avenue, Islip, New York on the 23th day of January, 2024, the following members of the Agency were:

Present:

After the meeting had been duly called to order, the Chairman announced that among the purposes of the meeting was to consider and take action on certain matters pertaining to adopting a Property Disposition Policy of the Town of Islip Industrial Development Agency necessary to implement the provisions of the PAAA, as amended.

The following resolution was duly moved, seconded, discussed and adopted with the following members voting:

Voting Aye

Voting Nay

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR**

AGENDA ITEM # 14

**TYPE OF RESOLUTION: AUTHORIZING RESOLUTION
TO ENTER INTO AN AGREEMENT WITH MIKE SINISKI**

**AGREEMENT BETWEEN TOWN OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY
AND Mike Siniski**

THIS AGREEMENT, entered into the 23th day of January 2024, by and between the TOWN OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY (“the AGENCY”), a duly authorized agency of the Town of Islip, established under Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 47 of the Laws of the State of New York, as amended, and having its principal place of business at 40 Nassau Ave., Islip, New York, and **Mike Siniski**, 19 Zavra St., Bohemia, NY 11716.

WHEREAS, by a resolution duly adopted on January 23, 2024 (attached hereto), the Chairwoman of the AGENCY is authorized to enter into this Agreement with **Mike Siniski**;

WHEREAS, the term of this Agreement shall be for the period of December 31, 2024 until completion;

WHEREAS, **Mike Siniski** agrees to perform the following tasks during the term of the Agreement;

- (1) Provide computer programming services for the development of an IDA assessment roll and pilot billing system;

WHEREAS, the AGENCY agrees to compensate Mike Siniski in the amount of \$65 per hour, not to exceed \$5,000.00 for the term of this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants and consideration set forth above, the parties hereto agree as set forth;

IN WITNESS WHEREOF, the AGENCY and **Mike Siniski** have executed this Agreement as of the date of the year first written.

By: _____
Mike Siniski

TOWN OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY

By: _____

Town of Islip Supervisor

By: _____
Angie M. Carpenter
Chairwoman

**AGREEMENT BETWEEN TOWN OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY
AND Mike Siniski**

THIS AGREEMENT, entered into the 23th day of January 2024, by and between the TOWN OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY (“the AGENCY”), a duly authorized agency of the Town of Islip, established under Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 47 of the Laws of the State of New York, as amended, and having its principal place of business at 40 Nassau Ave., Islip, New York, and **Mike Siniski**, 19 Zavra St., Bohemia, NY 11716.

WHEREAS, by a resolution duly adopted on January 23, 2024 (attached hereto), the Chairwoman of the AGENCY is authorized to enter into this Agreement with **Mike Siniski**;

WHEREAS, the term of this Agreement shall be for the period of December 31, 2024 until completion;

WHEREAS, **Mike Siniski** agrees to perform the following tasks during the term of the Agreement;

- (1) Provide computer programming services for the development of an IDA assessment roll and pilot billing system;

WHEREAS, the AGENCY agrees to compensate Mike Siniski in the amount of \$65 per hour, not to exceed \$5,000.00 for the term of this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants and consideration set forth above, the parties hereto agree as set forth;

IN WITNESS WHEREOF, the AGENCY and **Mike Siniski** have executed this Agreement as of the date of the year first written.

By: _____
Mike Siniski

TOWN OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY

By: _____

Town of Islip Supervisor

By: _____
Angie M. Carpenter
Chairwoman

**AGREEMENT BETWEEN TOWN OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY
AND Mike Siniski**

THIS AGREEMENT, entered into the 23th day of January 2024, by and between the TOWN OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY (“the AGENCY”), a duly authorized agency of the Town of Islip, established under Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 47 of the Laws of the State of New York, as amended, and having its principal place of business at 40 Nassau Ave., Islip, New York, and **Mike Siniski**, 19 Zavra St., Bohemia, NY 11716.

WHEREAS, by a resolution duly adopted on January 23, 2024 (attached hereto), the Chairwoman of the AGENCY is authorized to enter into this Agreement with **Mike Siniski**;

WHEREAS, the term of this Agreement shall be for the period of December 31, 2024 until completion;

WHEREAS, **Mike Siniski** agrees to perform the following tasks during the term of the Agreement;

- (1) Provide computer programming services for the development of an IDA assessment roll and pilot billing system;

WHEREAS, the AGENCY agrees to compensate Mike Siniski in the amount of \$65 per hour, not to exceed \$5,000.00 for the term of this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants and consideration set forth above, the parties hereto agree as set forth;

IN WITNESS WHEREOF, the AGENCY and **Mike Siniski** have executed this Agreement as of the date of the year first written.

By: _____
Mike Siniski

TOWN OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY

By: _____

Town of Islip Supervisor

By: _____
Angie M. Carpenter
Chairwoman

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR**

AGENDA ITEM # 15

**TYPE OF RESOLUTION: AUTHORIZING RESOLUTION
TO ENTER INTO AN MARKETING AGREEMENT WITH
JVC BROADCASTING (103.9 LI NEWS RADIO)**



TOWN OF ISLIP

ECONOMIC DEVELOPMENT

- A bank of sixty second radio commercials to be used during the year as public service announcements brought to you by TOI- can be used for.
- Sponsorship of the LI in the PM sponsorship Monday to Friday 6P-7p.
- Excerpts from Jay Oliver LI in the AM 6A-9A radio show, played in the PM.
- TOI ED to receive title sponsorship of the 6P-7P hour, along with bottom of the hour and end of hour.
- Can alternate departments within the town as far as sponsorship
- Can provide guests on the Jay Oliver show, and talk about the goings on in a scheduled appearance each month
- A bank of 10 commercials a week to be played on the LI News Radio show
- Website inclusion on the LI News Radio website
- LI in the AM carries 240,000 listeners each week
- LI in the PM has 145,000 listeners each week

JANUARY-DECEMBER 2024 INVESTMENT \$12,000

Agreed & Accepted:

_____ **Date:** _____

All rates/commercials subject to availability, pre-emption and mobility. All price quotes valid for date of offering only. Orders are accepted only upon the approval of the management of JVC Broadcasting. Four-weeks written cancellation notice required on all orders.



TOWN OF ISLIP

ECONOMIC DEVELOPMENT

- A bank of sixty second radio commercials to be used during the year as public service announcements brought to you by TOI- can be used for.
- Sponsorship of the LI in the PM sponsorship Monday to Friday 6P-7p.
- Excerpts from Jay Oliver LI in the AM 6A-9A radio show, played in the PM.
- TOI ED to receive title sponsorship of the 6P-7P hour, along with bottom of the hour and end of hour.
- Can alternate departments within the town as far as sponsorship
- Can provide guests on the Jay Oliver show, and talk about the goings on in a scheduled appearance each month
- A bank of 10 commercials a week to be played on the LI News Radio show
- Website inclusion on the LI News Radio website
- LI in the AM carries 240,000 listeners each week
- LI in the PM has 145,000 listeners each week

JANUARY-DECEMBER 2024 INVESTMENT \$12,000

Agreed & Accepted:

_____ **Date:** _____

All rates/commercials subject to availability, pre-emption and mobility. All price quotes valid for date of offering only. Orders are accepted only upon the approval of the management of JVC Broadcasting. Four-weeks written cancellation notice required on all orders.

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR**

AGENDA ITEM # 16

**TYPE OF RESOLUTION: INDUCEMENT RESOLUTION
BETWEEN 80 WILSHIRE BLVD. L.P.**

RESOLUTION OF THE TOWN OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY TAKING OFFICIAL ACTION TOWARD APPOINTING 80 WILSHIRE BLVD. L.P., A NEW YORK LIMITED PARTNERSHIP, ON BEHALF OF ITSELF AND/OR THE PRINCIPALS OF 80 WILSHIRE BLVD. L.P. AND/OR AN ENTITY FORMED OR TO BE FORMED ON BEHALF OF THE FOREGOING AS AGENT(S) OF THE AGENCY FOR THE PURPOSE OF ACQUIRING, CONSTRUCTING AND EQUIPPING THE FACILITY AND MAKING CERTAIN FINDINGS AND DETERMINATIONS WITH RESPECT TO THE FACILITY.

WHEREAS, 80 Wilshire Blvd. L.P., a New York limited partnership, on behalf of itself and/or the principals of 80 Wilshire Blvd. L.P. and/or an entity formed or to be formed on behalf of any of the foregoing (collectively, the “**Company**”), has applied to the Town of Islip Industrial Development Agency (the “**Agency**”) to enter into a transaction in which the Agency will assist in the acquisition of an approximately 20.02 acre parcel of land located at 90 Wilshire Boulevard, Edgewood, New York (the “**Land**”) and the construction and equipping of an approximately 156,000 square foot building to be located on the Land (the “**Improvements**”), and the acquisition and installation therein of certain equipment and personal property (the “**Equipment**”; and together with the Land and the Improvements, the “**Facility**”), which Facility will be leased by the Agency to the Company, for subleasing to a tenant or tenants not yet determined to be used as warehouse or light industrial space (the “**Project**”); and

WHEREAS, the Agency will acquire a leasehold interest in the Land and the Improvements and title to the Equipment and will sublease the Facility to the Company, all pursuant to Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 47 of the Laws of 1974 of the State of New York, as the same may be amended from time to time (collectively, the “**Act**”); and

WHEREAS, the Act authorizes and empowers the Agency to promote, develop, encourage and assist projects such as the Facility and to advance the job opportunities, health, general prosperity and economic welfare of the people of the State of New York; and

WHEREAS, the Agency contemplates that it will provide financial assistance to the Company, in the form of exemptions from mortgage recording taxes in connection with the financing or any subsequent refinancing of the Facility, exemptions from sales and use taxes and abatement of real property taxes on the Facility, consistent with the policies of the Agency, all to be more particularly described in a Final Authorizing Resolution to be adopted by the Agency prior to the closing of the transactions described herein; and

WHEREAS, the Act authorizes and empowers the Agency to promote, develop, encourage and assist projects such as the Facility and to advance the job opportunities, health, general prosperity and economic welfare of the people of the State of New York; and

WHEREAS, prior to the date of the Hearing (defined below), the Agency will have made a determination for financial assistance; and

WHEREAS, prior to the closing of the transaction described herein, a public hearing (the “**Hearing**”) will be held so that all persons with views in favor of or opposed to either the financial assistance contemplated by the Agency or the location or nature of the Facility can be heard; and

WHEREAS, notice of the Hearing will be given prior to the closing of the transaction described herein, and such notice (together with proof of publication) will be substantially in the form annexed hereto as Exhibit A; and

WHEREAS, the minutes of the Hearing are or will be annexed hereto as Exhibit B; and

WHEREAS, the Agency has given due consideration to the application of the Company and to representations by the Company that the proposed financial assistance is either an inducement to the Company to maintain the Facility in the Town of Islip or is necessary to maintain the competitive position of the Company in its industry; and

WHEREAS, pursuant to Article 8 of the Environmental Conservation Law and the regulations adopted pursuant thereto by the Department of Environmental Conservation of the State of New York (collectively, the “**SEQR Act**” or “**SEQR**”), the Agency constitutes a “State Agency”; and

WHEREAS, to aid the Agency in determining whether the Facility may have a significant effect upon the environment, the Company has prepared and submitted to the Agency an Environmental Assessment Form (the “**EAF**”) and related documents (the “**Questionnaire**”) with respect to the Facility, a copy of which is on file at the office of the Agency; and

WHEREAS, the Agency constitutes an “Involved Agency” (as defined in SEQR); and

WHEREAS, pursuant to a negative declaration, dated October 19, 2023, issued by the Town of Islip (the “**Lead Agency**”), determined that the Action in connection with the Facility (the “**Action**”), is an Unlisted Action for SEQR purposes and that the Facility would not have a significant impact on the environment, and adopted a negative declaration for the Facility pursuant to the provisions of SEQR; and

WHEREAS, this determination constitutes a negative declaration for purposes of SEQR and such negative declaration by the Lead Agency is binding on the Agency; and

WHEREAS, the Agency has reviewed the Questionnaire and such other documents as the Agency felt it necessary or appropriate to examine to adequately review the proposed Action; and

WHEREAS, the Company has agreed to indemnify the Agency against certain losses, claims, expenses, damages and liabilities that may arise in connection with the transaction contemplated by the leasing of the Facility by the Agency to the Company.

NOW, THEREFORE, BE IT RESOLVED by the Town of Islip Industrial Development Agency (a majority of the members thereof affirmatively concurring) that:

Section 1. Based upon the EAF completed by the Company and other representations and information furnished regarding the Facility, the Lead Agency determined that, based upon its review of the EAF, the appropriate criteria for determination of significance, and such other and further information which the Lead Agency felt necessary to review the Facility, the Facility would not have a “significant effect” on the environment and, therefore, an environmental impact statement will not be prepared. That determination constitutes a negative declaration for purposes of SEQRA, which is binding on the Agency. The Agency concurs in the determination of the Lead Agency that the changes proposed to the Facility are consistent with the Lead Agency’s negative declaration, which remains binding on the Agency.

Section 2. The acquisition, construction, and equipping of the Facility by the Agency, the subleasing and leasing of the Facility to the Company and the provision of financial assistance on the Facility pursuant to the Act will promote job opportunities, health, general prosperity and the economic welfare of the inhabitants of the Town of Islip and the people of the State of New York and improve their standard of living, and thereby serve the public purposes of the Act, and the same is, therefore, approved.

Section 3. Subject to the provisions of this resolution, the Agency shall (i) acquire, construct and equip the Facility, and (ii) lease and sublease the Facility to the Company.

Section 4. The Company is hereby notified that it will be required to comply with Section 875 of the Act. The Company shall be required to agree to the terms of Section 875 pursuant to the Lease and Project Agreement, dated a date to be determined (the “**Lease Agreement**”), by and between the Company and the Agency. The Company is further notified that the tax exemptions and abatements provided pursuant to the Act and the appointment of the Company as agent of the Agency pursuant to this resolution are subject to termination and recapture of benefits pursuant to Sections 859-a and 875 of the Act and the recapture provisions of the Lease Agreement.

Section 5. Counsel to the Agency is authorized and directed to work with Transaction Counsel (Nixon Peabody LLP) to prepare, for submission to the Agency, all documents necessary to affect the transactions described in the foregoing resolution.

Section 6. The Chairman, the Executive Director, the Deputy Executive Director and all members of the Agency are hereby authorized and directed (i) to distribute copies of this resolution to the Company, and (ii) to do such further things or perform such acts as may be necessary or convenient to implement the provisions of this resolution.

Section 7. Any expenses incurred by the Agency with respect to the Facility, including the expenses of Transaction Counsel, shall be paid by the Company. The Company shall agree to pay such expenses and further agree to indemnify the Agency, its members, directors, employees and agents and hold the Agency and such persons harmless against claims for losses, damage or injury or any expenses or damages incurred as a result of action taken by or on behalf of the Agency in good faith with respect to the Facility.

Section 8. This resolution shall take effect immediately.

STATE OF NEW YORK)
 : SS.:
COUNTY OF SUFFOLK)

I, the undersigned Assistant Secretary of the Town of Islip Industrial Development Agency, DO HEREBY CERTIFY THAT:

I have compared the foregoing copy of a resolution of the Town of Islip Industrial Development Agency (the "Agency") with the original thereof on file in the office of the Agency, and the same is a true and correct copy of such resolution and of the proceedings of the Agency in connection with such matter.

Such resolution was passed at a meeting of the Agency duly convened in public session on January 23, 2024, at 2:00 p.m., local time, at Islip Town Hall, 655 Main Street, Islip, New York, at which meeting the following members were:

Present:

Absent:

Also Present:

The question of the adoption of the foregoing resolution was duly put to vote on roll call, which resulted as follows:

Voting Aye

and, therefore, the resolution was declared duly adopted.

The Application are in substantially the form presented to and approved at such meeting.

I FURTHER CERTIFY that (i) all members of the Agency had due notice of said meeting, pursuant to Sections 103a and 104 of the Public Officers Law (Open Meetings Law), (ii) said meeting was open to the general public and public notice of the time and place of said meeting was duly given in accordance with such Sections 103a and 104, (iii) the meeting in all respects was duly held, and (iv) there was a quorum present throughout.

IN WITNESS WHEREOF, I have hereunto set my hand as of January 23, 2024.

Assistant Secretary

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 2

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Meeting of the Town of Islip Economic Development Corporation.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

John Walser

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF



MEETING OF THE TOWN OF ISLIP
ECONOMIC DEVELOPMENT CORPORATION
January 23, 2024
Agenda

1. Call the meeting of the Town of Islip Economic Development Corporation to order.
2. To consider the adoption of a Resolution on Behalf of the Town of Islip Economic Development Corporation to approve the **Minutes** from the Meeting of the Members of the Town of Economic Development Corporation on **October 17, 2023**.
3. To consider the **Adoption of a Resolution approving** the **2024 EDC Meeting Schedule** of the Town of Islip Economic Development Corporation.
4. To consider the adoption of a **Resolution to Appointing Officers** of the Town of Islip Economic Development Corporation as follows: *John M. Lorenzo., Secretary to the Corporation, James P. O'Connor, Treasurer of the Corporation, John G. Walser Assistant Secretary of the Corporation, John G. Walser, Compliance Officer of the Corporation.*
5. To consider the **Adoption of a Resolution** on behalf of the Town of Islip Economic Development Corporation to adopt an **Audit Committee** in compliance with the Public Authority Accountability Act ("PAAA") and to appoint *Michael J. Mc Elwee, John Lorenzo, and Anne Danziger* to that committee.
6. To consider the **Adoption of a Resolution** on Behalf of the Town of Islip Economic Development Corporation to adopt a **Finance Committee** in compliance with the Public Authority Accountability Act ("PAAA") and to appoint *John M. Lorenzo., James O'Connor and Robert Kordic* to that committee.
7. To consider the **Adoption of a Resolution** on behalf of the Town of Islip Economic Development Corporation to adopt a **Governance Committee** in compliance with the Public Authority Accountability Act ("PAAA") and to appoint *Jorge Guadron, John Lorenzo and Taryn Jewell Esq.* to that committee.
8. To consider the **Adoption of a Resolution** on behalf of the Town of Islip Economic Development Corporation to adopt a **Code of Ethics Policy** in compliance with the Public Authority Accountability Act ("PAAA") and to appoint the Board of Ethics of the Economic Development Corporation as its Ethics Officer.
9. To consider the adoption of a **Resolution** on behalf of the Town of Islip Economic Development Corporation to adopt an **Investment Policy** in compliance with the Public Authority Accountability Act ("PAAA") which shall apply to all operating funds, bond

proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the financial statements of the Corporation.

10. To consider the **Adoption of a Resolution** on behalf of the Town of Islip Economic Development Corporation to adopt a **Procurement Policy** in compliance with the Public Authority Accountability Act ("PAAA") which will apply to the procurement for goods and services not subject to the competitive bidding requirements set forth in General Municipal Law Section 103 and which goods and services are paid for and used by the Corporation.
11. To consider the **Adoption of a Resolution** on behalf of the Town of Islip Economic Development Corporation to adopt a **Conflict-of-Interest Policy** in compliance with the Public Accountability Act ("PAAA") and amending the by-laws of the Corporation.
12. To consider the **Adoption a Resolution** on behalf of the Town of Islip Economic Development Corporation to adopt a **Property Disposition Policy** in compliance with the Public Authority Accountability Act ("PAAA").
13. To consider the **Adoption of a Resolution** on behalf of the Town of Islip Economic Development Corporation to adopt the **Travel Authorization and Mileage Reimbursement** guidelines as stated in the Town of Islip Administrative Procedures Manual, Section 303, as recommended by the New York State Authorities Budget Office.
14. To consider any other business that may come before the corporation.

TOWN OF ISLIP
ECONOMIC DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 23, 2024

AGENDA ITEM #2

**TYPE OF RESOLUTION: RESOLUTION TO APPROVE
THE MINUTES FROM OCTOBER 17, 2023**



MEETING OF THE TOWN OF ISLIP
ECONOMIC DEVELOPMENT CORPORATION

Date: October 17, 2023

Minutes

1. Call the meeting of the Town of Islip Industrial Development Agency to order on a motion by Angie Carpenter and seconded by John Cochrane, Chairwoman Angie Carpenter acknowledged that a quorum was present. Members present to Chairwoman Angie Carpenter were, John Cochrane, James O' Connor, Jorge Guadron and John Lorenzo.
2. To consider the **Adoption of a Resolution** on behalf of the **Town of Islip Economic Development Corporation** to approve the minutes from August 15, 2023. On a motion by Jorge Guadron and seconded by John Lorenzo, said motion was approved.
3. To consider the adoption of a **Resolution Authorizing** on behalf of the **Town of Islip Economic Development Corporation** to approve the **2024 EDC Budget**. On a motion by Jorge Guadron and seconded by John Lorenzo, said motion was approved. 5-0
4. To consider any other business to come before the Agency, there being none the meeting adjourned on a motion by James O'Connor and seconded by John Cochrane.

TOWN OF ISLIP
ECONOMIC DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 23, 2024

AGENDA ITEM #3

**TYPE OF RESOLUTION: RESOLUTION TO APPROVE
THE MEETING SCHEDULE FOR 2024**

TOWN BOARD MEETINGS/CLOSING DATES - 2024

Town Board Meeting Dates	Closing Dates
Wednesday, January 3, 2024 @ 10:00am (<i>Organizational Meeting</i>)	
January 23, 2024	January 9, 2024
February 13, 2024 (<i>Black History Month</i>)	January 30, 2024
March 19, 2024 (<i>Women's History Month</i>)	March 5, 2024
April 16, 2024 @ 5:30pm (<i>Student Achievement Awards</i>)	April 2, 2024
May 14, 2024	April 30, 2024
June 11, 2024	May 28, 2024
July 16, 2024	July 2, 2024
August 13, 2024	July 30, 2024
September 17, 2024 @ 5:30pm (<i>Hispanic Heritage Month</i>)	September 3, 2024
October 22, 2024 (<i>Italian Heritage Month</i>)	October 8, 2024
November 7, 2024 (<i>Budget Hearing</i>) @ 10:30a	
November 19, 2024	November 4, 2024
December 17, 2024	December 3, 2024

RESOLUTION OF THE TOWN OF ISLIP ECONOMIC DEVELOPMENT CORPORATION REGARDING THE APPROVAL OF THE **MEETING SCHEDULE** FOR 2024.

WHEREAS, pursuant to and in accordance with the provisions of Section 1411 of the New York Not-for-Profit Corporation Law, as amended (collectively, the “**Act**”), the Town of Islip Economic Development Corporation (the “**Issuer**”) was created with the authority and power to issue its revenue bonds for the purpose of, among other things, acquiring certain facilities as authorized by the Act; and

WHEREAS, the New York State Legislature adopted the Public Authorities Accountability Act of 2005 and the Public Authorities Reform Act of 2009, each as amended (the “**PAAA**”), designed to ensure that New York’s public authorities operate more efficiently, more openly, and with greater accountability; and

WHEREAS, the PAAA and the EDC’s By-Laws require that the EDC adopt a calendar of scheduled meetings each year; and

WHEREAS, in order to fully comply with the provisions of the PAAA and the EDC’s By-Laws, the EDC intends to approve the meeting schedule for 2024; and

WHEREAS, to carry out the aforesaid purposes, the EDC has the power under the Act, the PAAA and its By-Laws to do all things necessary to fulfill its obligations imposed by the Act, the PAAA and its By-Laws.

NOW, THEREFORE, BE IT RESOLVED by the EDC (a majority of the members thereof affirmatively concurring) as follows:

Section 1. The EDC hereby finds and determines:

(a) By virtue of the Act, the EDC has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act; and

(b) Approving the 2024 meeting schedule of the EDC will allow the EDC to continue to operate in compliance with the Act, the provisions of the PAAA, and the EDC’s By-Laws, and cause the EDC to operate more efficiently, openly and with greater accountability to the residents of the Town of Islip.

Section 2. In consequence of the foregoing, the EDC hereby determines to approve its calendar of scheduled meetings for 2024.

Section 3. The EDC hereby undertakes to comply with all other provisions of the PAAA applicable to the EDC as diligently as possible.

Section 4. The EDC is hereby authorized to do all things necessary or appropriate for the accomplishment of the purposes of this resolution, and all acts heretofore taken by the EDC with respect to such activities are hereby approved, ratified and confirmed.

Section 5. This resolution shall take effect immediately.

STATE OF NEW YORK)
 : SS.
COUNTY OF SUFFOLK)

I, the undersigned Secretary of the Town of Islip Economic Development Corporation,
DO HEREBY CERTIFY:

That I have compared the annexed extract of the minutes of the meeting of the Town of Islip Economic Development Corporation (the "EDC"), including the resolutions contained therein, held on the 23th day of January 2024, with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the EDC and of such resolutions set forth therein and of the whole of said original insofar as the same related to the subject matters therein referred to.

I FURTHER CERTIFY that public notice of the time and place of said meeting was duly given to the public and the news media in accordance with the New York Open Meetings Law, constituting Chapter 511 of the Laws of 1976 of the State of New York, as amended, that all members of said EDC had due notice of said meeting and that said meeting was in all respects duly held.

IN WITNESS WHEREOF, I have hereunto set my hand as of the 23th day of January 2024.

By: _____
 Assistant Secretary

Date: January 23, 2024

At a meeting of the **Town of Islip Economic Development Corporation** (the "EDC"), held at Islip Town Hall, 655 Main Street, Islip, New York on the 23th day of January, 2024, the following members of the EDC were:

Present:

Also Present:

After the meeting had been duly called to order, the Chair announced that among the purposes of the meeting was to consider and take action on certain matters pertaining to the Town of Islip Economic Development Corporation's meeting schedule.

The following resolution was duly moved, seconded, discussed and adopted with the following members voting:

Voting Aye

Voting Nay

TOWN OF ISLIP ECONOMIC DEVELOPMENT
CORPORATION

AGENDA ITEMS FOR JANUARY 23, 2024

AGENDA ITEM #4

**TYPE OF RESOLUTION: TO ADOPT APPOINTING OF
THE OFFICERS**

RESOLUTION OF THE TOWN OF ISLIP ECONOMIC
DEVELOPMENT CORPORATION REGARDING THE
APPOINTMENT OF OFFICERS

WHEREAS, pursuant to and in accordance with the provisions of Section 1411 of the New York Not-for-Profit Corporation Law, as amended (collectively, the "Act"), the Town of Islip Economic Development Corporation (the "EDC") was created with the authority and power to issue its revenue bonds for the purpose of, among other things, acquiring certain facilities as authorized by the Act; and

WHEREAS, the New York State Legislature adopted the Public Authorities Accountability Act of 2005 and the Public Authorities Reform Act of 2009, each as amended (the "PAAA"), designed to ensure that New York's public authorities operate more efficiently, more openly, and with greater accountability; and

WHEREAS, the PAAA and the EDC's By-Laws require that the EDC appoint officers of the EDC; and

WHEREAS, in order to fully comply with the provisions of the PAAA and the EDC's By-Laws, the EDC intends to appoint certain members as officers of the EDC whose responsibilities are to provide oversight and management of all persons employed in chief executive and senior management positions of the EDC; and

WHEREAS, to carry out the aforesaid purposes, the EDC has the power under the Act, the PAAA and its By-Laws to do all things necessary to fulfill its obligations imposed by the Act, the PAAA and its By-Laws.

NOW, THEREFORE, BE IT RESOLVED by the EDC (a majority of the members thereof affirmatively concurring) as follows:

Section 1. The EDC hereby finds and determines:

(a) By virtue of the Act, the EDC has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act; and

(b) Appointing the officers of the EDC will allow the EDC to continue to operate in compliance with the Act, the provisions of the PAAA, and the EDC's By-Laws, and cause the EDC to operate more efficiently, openly and with greater accountability to the residents of the Town of Islip.

Section 2. In consequence of the foregoing, the EDC hereby determines to designate and appoint *John M. Lorenzo, Secretary of the EDC, James P. O'Connor, Treasurer of the EDC, John G. Walser, Assistant Secretary, of the EDC and John G. Walser, Compliance Officer of the EDC.*

Section 3. In consequence of the foregoing, the EDC hereby determines to designate and appoint *John G. Walser as Chief Executive Officer* of the EDC.

Section 4. The EDC hereby undertakes to comply with all other provisions of the PAAA applicable to the EDC as diligently as possible.

Section 5. The EDC is hereby authorized to do all things necessary or appropriate for the accomplishment of the purposes of this resolution, and all acts heretofore taken by the EDC with respect to such activities are hereby approved, ratified and confirmed.

Section 6. This resolution shall take effect immediately.

Date: January 23, 2024

At a meeting of the Town of Economic Development Corporation (the "EDC"), held at Islip Town Hall, 655 Main Street, Islip, New York on the 23th day of January, 2024, the following members of the EDC were:

Present:

Also Present:

After the meeting had been duly called to order, the Chair announced that among the purposes of the meeting was to consider and take action on certain matters pertaining to the appointment of officers of the Town of Islip Economic Development Corporation.

The following resolution was duly moved, seconded, discussed and adopted with the following members voting:

Voting Aye

Voting Nay

STATE OF NEW YORK)
 : SS.
COUNTY OF SUFFOLK)

I, the undersigned Secretary of the Town of Islip Economic Development Corporation,
DO HEREBY CERTIFY:

That I have compared the annexed extract of the minutes of the meeting of the Town of Islip Economic Development Corporation (the “EDC”), including the resolutions contained therein, held on the 23th day of January, 2024, with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the EDC and of such resolutions set forth therein and of the whole of said original insofar as the same related to the subject matters therein referred to.

I FURTHER CERTIFY that public notice of the time and place of said meeting was duly given to the public and the news media in accordance with the New York Open Meetings Law, constituting Chapter 511 of the Laws of 1976 of the State of New York, as amended, that all members of said EDC had due notice of said meeting and that said meeting was in all respects duly held.

IN WITNESS WHEREOF, I have hereunto set my hand as of the 23th day of January
2024.

By: _____
 Assistant Secretary

TOWN OF ISLIP
ECONOMIC DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 23, 2024

AGENDA ITEM #5

**TYPE OF RESOLUTION: RESOLUTION TO ADOPT THE
AUDIT COMMITTEE**

January 23, 2024

Whereas, the Public Authority Accountability Act, (the Act) Section 18, requires all public authorities within the State of New York to establish an **Audit Committee**, and

Whereas, the **Town of Islip Economic Development Corporation** has been identified as an “Authority” subject to the Act, and

Resolved, that the Corporation has created an **Audit Committee of the Town of Islip Economic Development Corporation** in compliance with Section 18 of the Act, and appoints the following individuals to that committee:

Member: Michael J. Mc Elwee

Member: John M. Lorenzo

Member: Anne Danziger

Upon a vote being taken, the result was,

TOWN OF ISLIP
ECONOMIC DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 23, 2024

AGENDA ITEM #6

**TYPE OF RESOLUTION: RESOLUTION TO ADOPT THE
FINANCE COMMITTEE**

January 23, 2024

Whereas, the Public Authority Accountability Act, (the Act) Section 18, requires all public authorities within the State of New York to establish a **Finance Committee**, and

Whereas, the Town of Islip Economic Development Corporation has been identified as an “Authority” subject to the Act, and

Resolved, that the Corporation has created a **Finance Committee of the Town of Islip Economic Development Corporation** in compliance with Section 18 of the Act, and appoints the following individuals to that committee:

Member John M. Lorenzo

Member, James P. O’Connor

Member, Robert Kordic

Upon a vote being taken, the result was,

TOWN OF ISLIP
ECONOMIC DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 23, 2024

AGENDA ITEM #7

**TYPE OF RESOLUTION: RESOLUTION TO ADOPT THE
GOVERNANCE COMMITTEE**

January 23, 2024

Whereas, the Public Authority Accountability Act, (the Act) Section 18, requires all public authorities within the State of New York to establish a **Governance Committee**, and

Whereas, the Town of Islip Economic Development Corporation has been identified as an “Authority” subject to the Act, and

Resolved, that the Corporation has created a **Governance Committee of the Town of Islip Economic Development Corporation** in compliance with Section 18 of the Act, and appoints the following individuals to that committee:

Chairperson: Jorge Guadron
Member: John M. Lorenzo
Member: Taryn Jewell Esq.

Upon a vote taken, the result was,

TOWN OF ISLIP
ECONOMIC DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 23, 2024

AGENDA ITEM #8

**TYPE OF RESOLUTION: RESOLUTION TO ADOPT THE
CODE OF ETHICS POLICY**

January 23, 2024

Whereas, the Public Authority Accountability Act, (the Act) Section 18, requires all public authorities within the State of New York to adopt a **Code of Ethics**, and

Whereas, the **Town of Islip Economic Development Corporation** has been identified as an “Authority” subject to the Act, and

Whereas, the Act requires that the Corporation appoint an “Ethics Officer” to counsel board members, directors and employees about ethical behavior, receive and investigate complaints about ethical behavior, and perform additional duties involving the implementation of the **Code of Ethics**.

Resolved, that the Corporation adopts the **Code of Ethics of the Town of Islip Economic Development Corporation**, as attached to this resolution, in compliance with Section 18 of the Act, and be it further

Resolved, that the Corporation appoints the **Board of Ethics** of the Town of Islip as its Ethics Officer, to fulfill the legal requirements of the Act.

Upon a vote taken, the result was:

CODE OF ETHICS

The Town of Islip Economic Development Corporation (“EDC” or “the Corporation”), in compliance with the Public Authority Accountability Act of 2005, has adopted the following Code of Ethics applicable to each Corporation Board Member, the Executive Director and employees. These policies shall serve as a guide for official conduct and are intended to enhance the ethical and professional performance of the Corporation’s directors and employees and to preserve public confidence in the Corporation’s mission.

Responsibility of Board Members, Directors and Employees

1. Board members, directors and employees shall perform their duties with transparency, without favor and refrain from engaging in outside matters of financial or personal interest, including other employment that could impair independence of judgment, or prevent the proper exercise of one's official duties.
2. Board members, directors and employees shall not directly or indirectly, make, advise, or assist any person to make any financial investment based upon information available through the director's or employee's official position that could create any conflict between their public duties and interests and their private interests.
3. Board members, directors and employees shall not accept or receive any gift or gratuities where the circumstances would permit the inference that: (a) the gift is intended to influence the individual in the performance of official business or (b) the gift constitutes a tip, reward, or sign of appreciation for any official act by the individual. This prohibition extends to any form of financial payments, services, loans, travel reimbursement, entertainment, hospitality, thing or promise from any entity doing business with or before the Corporation. Any gifts or gratuities received by a board member, director or employee shall be reported to the Ethics Officer within forty eight hours of the receipt thereof.
4. Board members, directors and employees shall not use or attempt to use their official position with the Corporation to secure unwarranted privileges for themselves, members of their family or others, including employment with the Corporation or contracts for materials or services with the Corporation.
5. Board members, directors and employees must conduct themselves at all times in a manner that avoids any appearance that they can be improperly or unduly influenced, that they could be

affected by the position of or relationship with any other party, or that they are acting in violation of their public trust.

6. Board members, directors and employees may not engage in any official transaction with an outside entity in which they have a direct or indirect financial interest that may reasonably conflict with the proper discharge of their official duties.

7. Board members, directors and employees shall manage all matters within the scope of the Corporation's mission independent of any other affiliations or employment. Directors, including ex officio board members, and employees employed by more than one government shall strive to fulfill their professional responsibility to the Corporation without bias and shall support the Corporation's mission to the fullest.

8. Board members, directors and employees shall not use Corporation property, including equipment, telephones, vehicles, computers, or other resources, or disclose information acquired in the course of their official duties in a manner inconsistent with State or local law or policy and the Corporation's mission and goals.

9. Board members, directors and employees are prohibited from appearing or practicing before the Corporation for two (2) years following employment with the Agency, consistent with the provisions of the New York State Public Officers Law.

Implementation of Code of Ethics

This Code of Ethics shall be provided to all board members, directors and employees upon commencement of employment or appointment and shall be reviewed annually by the Governance Committee. The board may designate an Ethics Officer, who shall report to the board and shall have the following duties:

- Counsel in confidence Corporation board members, directors and employees who seek advice about ethical behavior.
- Receive and investigate complaints about possible ethics violations.
- Dismiss complaints found to be without substance.
- Prepare an investigative report of their findings for action by the Executive Director or the board.
- Record the receipt of gifts or gratuities of any kind received by a director or employee.

Penalties

In addition to any penalty contained in any other provision of law, any Corporation board member, director or employee who knowingly and intentionally violates any of the provisions of this code may be removed in the manner provided for in law, rules or regulations.

Reporting Unethical Behavior

Board members, directors and employees are required to report possible unethical behavior by a board member, director or employee of the Corporation to the Ethics Officer. Board members, directors and employees may file ethics complaints anonymously and are protected from retaliation by the policies adopted by the Corporation.

TOWN OF ISLIP
ECONOMIC DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 23, 2024

AGENDA ITEM #9

**TYPE OF RESOLUTION: RESOLUTION TO ADOPT THE
INVESTMENT POLICY**

January 23, 2024

Whereas, the Public Authority Accountability Act, (the Act) Section 18, requires all public authorities within the State of New York to adopt an **Investment Policy**, and

Whereas, the **Town of Islip Economic Development Corporation** has been identified as an “Authority” subject to the Act.

Resolved, that the Corporation adopts a policy entitled **Investment Policy of the Town of Islip Economic Development Corporation**, as attached to this resolution, in compliance with Section 18 of the Act.

Upon a vote being taken, the result was,

INVESTMENT POLICY
Town of Islip Economic Development Corporation

This Investment Policy of the Town of Islip Economic Development Corporation (the Corporation) shall apply to all operating funds, bond proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the financial statements of the Corporation. Each investment made pursuant to this Investment Policy must be authorized by applicable law and this written Investment Policy. This Investment Policy is intended to comply with the General Municipal Law, the Public Authorities Law, and any other applicable Federal, State and Local Laws.

DELEGATION OF AUTHORITY

The responsibility for conducting investment transactions involving the Corporation resides with the Chief Financial Officer of the Corporation under the direction and oversight of the Chairman of the Corporation. Only the Chief Financial Officer and those authorized by resolution or the Corporations' By-laws may invest public funds.

All contracts or agreements with outside persons investing public funds, advising on the investment of public funds, directing the deposit of funds or acting in a fiduciary capacity for the Corporation, shall require the outside person to notify the Corporation in writing, within thirty (30) days of receipt of all communication from its auditor of the outside person or any regulatory authority, of the existence of material weakness in the internal control structure of the outside person or regulatory orders or sanctions regarding the type of services being provided to the Corporation by the outside person.

The records of investment transactions made by or on behalf of the Corporation are public records and are the property of the Corporation whether in the custody of the Corporation or in the custody of a fiduciary or other third party.

The Chief Financial Officer of the Corporation under the direction and oversight of the Chairman shall establish a written system of internal controls and investment practices. The controls shall be designed to prevent losses of public funds, to document those officers and employees of the Corporation responsible for elements of the investment process and to address the capability of investment management. The controls shall provide for receipt and review of the audited financial statements and related reports on internal control structure of all outside persons performing any of the following for the Corporation:

- (i) investing public funds of the Corporation;
- (ii) advising on the investment of public funds of the Corporation;
- (iii) directing the deposit or investment of public funds of the Corporation; or
- (iv) acting in a fiduciary capacity for the Corporation.

A bank, savings and loan association or credit union providing only depository services shall not be required to provide an audited financial statement and related report on its internal control structure.

OBJECTIVES

The primary objectives, in order of priority, of all investment activities involving the financial assets of the Corporation shall be the following:

- (i) Safety: Safety and preservation of principal in the overall portfolio is the foremost investment objective;
- (ii) Liquidity: Maintaining the necessary liquidity to match expected liabilities and expenses is the second investment objective;
- (iii) Return: Obtaining a reasonable return is a third investment objective.

OPERATIVE POLICY

The Corporation shall conduct its investment activities involving all operating funds, bond proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the financial statements of the Corporation in a manner that complies with the General Municipal Law and the Public Authorities Law of New York State.

Prior to making an investment of any operating funds, bond proceeds and other funds of the Corporation, other than those associated with a bank, savings and loan association or credit union involving a depository relationship only, the Corporation shall obtain at least three (3) bids and award the contract to the most responsible bidder whose bid most closely meets the objectives of this Investment Policy.

The Chief Financial Officer, the Chairman and all officers and employees of the Corporation involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Nothing contained within this Policy however, shall prohibit the Chief Financial Officer, the Chairman, or any other officer or member of the Board, or employee of the Corporation from obtaining interests in mutual funds which may include within its investment portfolio, bonds, debentures, notes or other evidence of indebtedness of the Corporation; provided however, that the Corporations' bonds, debentures, notes or other evidence of indebtedness may not make up more than ten percent (10%) of the mutual fund=s total portfolio and the Chief Financial Officer, the Chairman, other officers or Board Members, or employees may not exercise any discretion with respect to the investments made by the mutual fund company.

The Chief Financial Officer shall submit to the Board an investment report that summarizes recent market conditions and investment strategies employed since the last investment report. The report shall set out the current portfolio in terms of maturity, rates of return and other features and summarize all investment transactions that have occurred during the reporting period and compare the investment results with budgetary expectations, if any.

This Investment Policy shall be reviewed and approved annually.

Adopted by the EDC Board of Directors on January 20, 2016.

TOWN OF ISLIP
ECONOMIC DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 23, 2024

AGENDA ITEM #10

**TYPE OF RESOLUTION: RESOLUTION TO ADOPT THE
POCUREMENT POLICY**

January 23, 2024

Whereas, the Public Authority Accountability Act, (the Act) Section 18, requires all public authorities within the State of New York to adopt a **Procurement Policy**, and

Whereas, the **Town of Islip Economic Development Corporation** has been identified as an “Authority” subject to the Act, and

Resolved, that the Corporation adopts a policy entitled **Procurement Policy of the Town of Islip Economic Development Corporation**, as attached to this resolution, in compliance with Section 18 of the Act.

Upon a vote being taken, the result was:

PROCUREMENT POLICY
Town of Islip Economic Development Corporation

ARTICLE I. SCOPE AND PURPOSE

Pursuant to Section 2824 of the Public Authorities Law, the Town of Islip Economic Development Corporation (the Corporation) is required to establish and adopt a procurement policy which will apply to the procurement for goods and services not subject to the competitive bidding requirements set forth in General Municipal Law section 103 and which goods and services are paid for and used by the Corporation. The primary objectives of this Procurement Policy (the Policy) are to assure the prudent and economical use of public monies in the best interests of the taxpayers in the Town of Islip, to facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances, and to guard against favoritism, improvidence, extravagance, fraud and corruption.

ARTICLE II. PROCUREMENT PROCEDURE

1. PROCUREMENT SUBJECT TO COMPETITIVE BIDDING. In order to determine if the procurement of goods or services is subject to competitive bidding, the Chairman or an authorized designee shall:
 - a. Make an initial determination as to whether the expenditure will be (i) more than \$35,000 for the performance of a public works contract (services, labor or construction) or (ii) more than \$20,000 for any purchase contract (commodities, materials, supplies or equipment).
 - b. Review the purchase request against prior years= expenditures and shall make a good faith effort to determine whether it is known or can reasonably be expected that the aggregate purchases of a similar nature will exceed the dollar amounts set forth in paragraph (a) of this Section. If so, the procurement will be subject to competitive bidding.
2. DETERMINATION. If the procurement is not subject to competitive bidding, as determined in section (1) above, then prior to commencing any procurement of goods and services, the Chairman or an authorized designee shall prepare a written statement setting forth a determination that (a) competitive bidding is not required for such procurement, and, if applicable, (b) such procurement is not subject to the requirements of this Policy. Such written statements shall be maintained in a specially designated file at the Agency offices and shall also be filed with the purchase order or contract of the goods or services.
3. PROCEDURES FOR THE PURCHASE OF GOODS UNDER \$20,000.
 - a. \$0.01 - \$500 May be purchase at the discretion of the Chairman or the authorized designee.
 - b. \$501 - \$3,000 Upon Corporation approval, may be purchased from the vendor providing the lowest quote after receiving and documenting at least three (3)

verbal quotes.

- c. \$3,000 - \$19,999 Upon Corporation approval, may be purchased from the vendor providing the lowest quote after receiving at least three (3) written, faxed, or e-mailed quotes.

4. PROCEDURES FOR THE PURCHASE OF PUBLIC WORKS OR SERVICES UNDER \$35,000.

- a. \$0.01 - \$1,000 May be purchased at the discretion of the Chairman or the authorized designee.
- b. \$1,001 - \$5,000 Upon Corporation approval, may be purchased after receiving and documenting at least three (3) verbal quotes.
- c. \$5,001 - \$34,999 Upon Corporation approval, may be purchased from the vendor providing the lowest quote after receiving at least three (3) written, faxed, or e-mailed quotes.

5. QUOTES.

- b. Verbal Quote. The documentation of a verbal quote shall include, at a minimum, the date, item or service desired, price quoted, name of vendor, name of vendor's representative, if any, delivery or service date.
- c. Written Quote. The Vendor should provide, at a minimum, the date, description of item or details of service, price quoted, name of vendor, contact information, delivery or service date.
- d. Award of Contract. Contracts shall be awarded to the lowest responsible vendor whose goods and/or services meet the specifications.

6. CIRCUMSTANCES JUSTIFYING AN AWARD TO OTHER THAN LOWEST QUOTE.

- a. Delivery or service requirements.
- b. Specification requirements.
- c. Quality.
- d. Past vendor performance.
- e. Unavailability of three (3) or more vendors who are able to provide a quote.
- f. It is in the best interests of the Corporation to consider only one vendor who has previous expertise with respect to the particular procurement.

When an award is made to a vendor who did not provide the lowest quote, the reason why it is in the best interests of the Agency must be set forth and justified in writing, by the Chairman or an authorized designee, and maintained in a specially designated file at the Corporation Offices and shall also be filed with the purchase order or contract of the goods or services.

ARTICLE III. EXCEPTIONS FROM BIDDING.

1. EMERGENCY. An emergency exists if the delay caused by soliciting quotes would endanger the health, welfare or property of the municipality or of the citizens. With approval of the Chairman, such emergency shall not be subject to competitive bidding or the procedures stated herein. The Chairman shall obtain a verbal quote, at a minimum, which shall be documented and shall also include a description of the facts giving rise to the emergency and that it meets the criteria set forth herein. Said documentation may also include the opinions of Counsel regarding the exception from bidding.
2. Professional Services. This category includes services which require special education and/or training, license to practice or are creative in nature. Examples include: lawyers, doctors, accountants, engineers, artists, etc. The Agency may seek Requests for Proposals for such services. In its selection, the Agency should consider cost, experience, expertise, reputation, staffing, location and suitability for the needs of the Agency. The Chairman shall prepare, in writing, the basis for the selection and the description of the professional service. Said documentation may also include the opinions of Counsel regarding the exception from bidding.
3. SOLE SOURCES. In this situation, there is only one possible source from which to procure goods and/or services and it is shown that the item needed has unique benefits compared to other goods and/or services available in the marketplace; no other item provides substantially equivalent or similar benefits; and considering the benefits the cost is reasonable. The Agency should adopt a resolution describing the goods and/or services and waiving the bidding requirements prior to procurement and should provide evidence that, as a matter of fact, there is no competition available. Said documentation may also include the opinions of Counsel regarding the exception from bidding.
4. TRUE LEASE. The Chairman shall obtain written quotes and shall prepare a cost benefit analysis of leasing versus purchasing. Said documentation may also include the opinions of Counsel regarding the exception from bidding.
5. INSURANCE. The Chairman shall, at a minimum, obtain several verbal quotes, as defined herein. An analysis regarding why a particular selection was made should be prepared and documented. Said documentation may also include the opinions of Counsel regarding the exception from bidding.

ARTICLE IV. MISCELLANEOUS.

1. The Corporation shall annually review this Policy.
2. The unintentional failure to comply with the provisions of this Policy and the applicable law shall not be grounds to void action taken or give rise to a cause of action against the Corporation or any director, officer, member or employee thereof.

This Policy was duly adopted by the EDC Board of Directors on _____.

**TOWN OF ISLIP
ECONOMIC DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 23, 2024**

AGENDA ITEM #11

**TYPE OF RESOLUTION: RESOLUTION TO ADOPT THE
CONFLICT OF INTEREST POLICY**

Date: January 23, 2024

At a meeting of the Town of Islip Economic Development Corporation (the “**Issuer**”), held at Islip Town Hall, 655 Main Street, Islip, New York on the 23th day of January, 2024, the following members of the Issuer were:

Present:

Also Present:

After the meeting had been duly called to order, the Chairman announced that among the purposes of the meeting was to consider and take action on certain matters pertaining to the adoption of a Conflict-of-Interest Policy and the amendment to the by-laws of the Town of Islip Economic Development Corporation in furtherance of the provisions of the PAAA and the Act, each as amended.

The following resolution was duly moved, seconded, discussed and adopted with the following members voting:

Voting Aye

Voting Nay

RESOLUTION OF THE TOWN OF ISLIP ECONOMIC DEVELOPMENT CORPORATION AUTHORIZING AND ADOPTING A CONFLICT-OF-INTEREST POLICY AND AMENDMENT OF BY-LAWS NECESSARY TO IMPLEMENT THE PROVISIONS OF THE PAAA AND THE ACT, AS AMENDED AND APPROVING THE FORM, SUBSTANCE AND EXECUTION OF RELATED DOCUMENTS

WHEREAS, pursuant to and in accordance with the provisions of Section 1411 of the New York Not-for-Profit Corporation Law, as amended (collectively, the “Act”), the Town of Islip Economic Development Corporation (the “Issuer”) was created with the authority and power to issue its revenue bonds for the purpose of, among other things, acquiring certain facilities as authorized by the Act; and

WHEREAS, the New York State Legislature adopted the Public Authorities Accountability Act of 2005 and the Public Authorities Reform Act of 2009, each as amended (collectively, the “PAAA”), designed to ensure that New York’s public authorities operate more efficiently, more openly, and with greater accountability; and

WHEREAS, the purpose of a conflict-of-interest policy is to protect the Issuer’s interest when it is contemplating entering into a transaction or arrangement that could benefit the private interest of a board member or employee of the Issuer or could result in a possible excess benefit transaction; and

WHEREAS, in order for the Issuer to be more transparent and accountable to the public, the Issuer desires to develop a written conflict of interest policy to formally establish the procedures for dealing with conflict-of-interest situations and assure that the Issuer’s interest prevails over personal interests of the Issuer’s board members and employees; and

WHEREAS, a Conflict-of-Interest Policy would permit the Issuer to continue to provide financial assistance to various business entities to acquire, locate, construct, renovate, equip and/or expand in the Town of Islip, New York (the “Town”), which would generate additional revenues, housing and employment within the Town; and

WHEREAS, to carry out the Issuer’s purposes under the PAAA, as amended and the Act, the Issuer has the power under the Act to adopt the Conflict-of-Interest Policy; and

WHEREAS, in connection with the adoption of a stand-alone Conflict of Interest Policy, the Issuer desires to amend its by-laws to permit the deletion of Article IX (Conflicts of Interest) in its entirety; and

NOW, THEREFORE, BE IT RESOLVED by the Issuer (a majority of the members thereof affirmatively concurring) as follows:

Section 1. The Issuer hereby finds and determines:

(a) By virtue of the Act, the Issuer has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act; and

(b) Authorizing and adopting the Conflict-of-Interest Policy will allow the Issuer to formally establish the procedures for dealing with conflict-of-interest situations and assure that the Issuer's interest prevails over personal interests of the Issuer's board members and employees; and

(c) Authorizing and adopting the Conflict-of-Interest Policy will allow the Issuer to continue to provide financial assistance to various business entities to acquire, locate, construct, renovate, equip and/or expand in the Town, which would generate additional revenues, housing and employment within the Town; and

(d) It is desirable and in the public interest for the Issuer to adopt the Conflict-of-Interest Policy.

(e) The adoption of a stand-alone Conflict of Interest Policy and the amendment by the Issuer of its by-laws will permit the Issuer to maintain stand-alone Conflict of Interest Policy.

Section 2. In consequence of the foregoing, the Issuer hereby determines to (i) adopt the Conflict-of-Interest Policy, a copy of which is attached hereto as Exhibit A and made a part hereof and (ii) amend its by-laws to reflect the deletion of Article IX in its entirety, a copy of such by-laws, as amended, is attached hereto as Exhibit B and made a part hereof.

Section 3. The Issuer is hereby authorized to do all things necessary or appropriate for the accomplishment of the purposes of this resolution, and all acts heretofore taken by the Issuer are hereby approved, ratified and confirmed.

Section 4. This resolution shall take effect immediately.

STATE OF NEW YORK)
 : SS.
COUNTY OF SUFFOLK)

I, the undersigned Assistant Secretary of the Town of Islip Economic Development Corporation, DO HEREBY CERTIFY:

That I have compared the annexed extract of the minutes of the meeting of the Town of Islip Economic Development Corporation (the "Issuer"), including the resolutions contained therein, held on the 14th day of January, 2020, with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the Issuer and of such resolutions set forth therein and of the whole of said original insofar as the same related to the subject matters therein referred to.

I FURTHER CERTIFY that public notice of the time and place of said meeting was duly given to the public and the news media in accordance with the New York Open Meetings Law, constituting Chapter 511 of the Laws of 1976 of the State of New York, as amended, that all members of said Issuer had due notice of said meeting and that said meeting was in all respects duly held.

IN WITNESS WHEREOF, I have hereunto set my hand as of the 23th day of January, 2023.

By: _____
 Assistant Secretary

TOWN OF ISLIP
ECONOMIC DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 23, 2024

AGENDA ITEM #12

**TYPE OF RESOLUTION: TO ADOPT THE PROPERTY
DISPOSITION POLICY**

RESOLUTION OF THE TOWN OF ISLIP ECONOMIC
DEVELOPMENT AGENCY ADOPTING A
PROPERTY DISPOSITION POLICY OF THE TOWN
OF ISLIP ECONOMIC DEVELOPMENT AGENCY
NECESSARY TO IMPLEMENT THE PROVISIONS OF
THE PAAA AND ACT, AS AMENDED

WHEREAS, by Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 47 of the Laws of 1974 of the State of New York, as amended from time to time (collectively, the “Act”), the Town of Islip Economic Development Agency (the “Agency”), was created with the authority and power among other things, to assist with the acquisition of certain industrial development projects as authorized by the Act; and

WHEREAS, the New York State Legislature adopted the Public Authorities Accountability Act of 2005, as amended (the “PAAA”), designed to ensure that New York’s public authorities operate more efficiently, more openly, and with greater accountability; and

WHEREAS, the PAAA requires that the Agency adopt policies including a Property Disposition Policy (the “Property Disposition Policy”), to comply with the provisions of the PAAA; and

WHEREAS, to carry out the aforesaid purposes, the Agency has the power under the Act to do all things necessary to fulfill its obligations imposed by the PAAA.

NOW, THEREFORE, BE IT RESOLVED by the Agency (a majority of the members thereof affirmatively concurring) as follows:

Section 1. The Agency hereby finds and determines:

(a) By virtue of the Act, the Agency has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act; and

(b) Adopting the Property Disposition Policy will allow the Agency to operate in compliance with the Act and in compliance with the PAAA, and cause the Agency to operate more efficiently, openly and with greater accountability to the residents of the Town.

Section 2. In consequence of the foregoing, the Agency hereby determines to adopt (i) the Property Disposition Policy, a copy of which is attached hereto as Exhibit A and made a part hereof.

Section 3. The Agency hereby undertakes to comply with all other provisions of the PAAA applicable to the Agency as diligently as possible.

Section 4. The Agency is hereby authorized to do all things necessary or appropriate for the accomplishment of the purposes of this resolution, and all acts heretofore taken by the Agency with respect to such activities are hereby approved, ratified and confirmed.

Section 5. This resolution shall take effect immediately.

Exhibit A

Town of Islip Industrial Development Agency

Property Disposition Policy

In keeping with the policy of maintaining the highest standards of conduct and ethics and to operate in the most accountable and open manner, the Town of Islip Industrial Development Agency (the "Agency") will maintain adequate inventory controls and accountability systems for all Property (as such term is defined below) under its control. Furthermore, the Agency will Dispose (as such term is defined below) of Property in compliance with any applicable Law, Rule or Regulation (as such term is defined below). Failure to follow the provisions of this Property Disposition Policy will result in disciplinary action including possible termination of employment, dismissal from one's board or agent duties and possible civil or criminal prosecution if warranted.

Definitions

Contracting Officer shall mean the Executive Director of the Agency.

Dispose, Disposed or Disposal shall mean the transfer of title or any other beneficial interest in personal or real property in accordance with Section 2897 of the New York Public Authorities Law.

Law, Rule or Regulation: Any duly enacted statute, or ordinance or any rule or regulation promulgated pursuant to any federal, state or local statute or ordinance.

Property shall mean (a) personal property in excess of five thousand dollars (\$5,000.00) in value, (b) real property, and (c) any inchoate or other interest in such property, to the extent that such interest may be conveyed to another person for any purpose, excluding an interest securing a loan or other financial obligation of another party.

Operative Policy

Inventory Controls and Accountability Systems

The Contracting Officer of the Agency shall be responsible for the Agency's compliance with this Property Disposition Policy and the supervision and control of all Property Disposed of by the Agency. In addition, the Contracting Officer shall have the responsibility to insure the Agency operates in compliance with Article 9 Title 5-A of the New York Public Authorities Law, including creating and maintaining adequate inventory controls and accountability systems for all Property under the control of the Agency and periodically inventorying such property to determine which, if any, property should be Disposed by the Agency. The Contracting Officer shall recommend to the Board any Property he or she deems suitable for Disposal.

Disposition of Property

Unless otherwise authorized by this Policy, the Agency shall Dispose of Property for not less than fair market value ("FMV") by sale, exchange, or transfer, for cash, credit, or other property, with or without warranty, and upon such terms and conditions as the Contracting Officer deems proper. Provided, however, that no disposition of real property, any interest in real property, or any other Property which because of its unique nature is not subject to fair market pricing shall be made unless an appraisal of the value of such Property has been made by an independent appraiser and included in, the record of the transaction.

Unless otherwise authorized by this Policy, prior to disposing of Property or entering into a contract for the Disposal of Property, the Agency shall publicly advertise for bids for such Disposal or contract for Disposal. The advertisement for bids shall be made at such a time prior to the Disposal or contract for Disposal, through such methods, and on such terms and conditions as shall permit full and free competition consistent with the value and nature of the Property. Such advertisement shall include the date, time and place the bids will be publicly disclosed by the Agency. The Agency shall award the contract with reasonable promptness to the most responsible bidder whose bid, conforming to the invitation for bids, is most advantageous to New York State (the "State"), price and other factors considered; provided, however, that Agency reserves the right to reject all such bids when it is in the public interest to do so.

The Agency may Dispose of Property or enter into contracts for the disposal of Property via negotiation or public auction without regard to the two (2) paragraphs immediately above, but subject to obtaining such competition as is feasible under the circumstances, if:

- (i) the personal property involved is of a nature and quantity which, if Disposed of under the first two (2) paragraphs of this section, would adversely affect the state or local market for such Property, and the estimated FMV of such Property and other satisfactory terms of the Disposal can be obtained by negotiation;
- (ii) the FMV of the Property does not exceed fifteen thousand dollars (\$15,000.00);
- (iii) bid prices after advertising therefore are not reasonable, either as to all or some part of the Property, or have not been independently arrived at in open competition;
- (iv) the Disposal is to the State or any political subdivision of the State, and the estimated FMV of the Property and other satisfactory terms of the Disposal are obtained by negotiation;
- (v) the Disposal is for an amount less than the estimated FMV of the Property, the terms of such Disposal are obtained by public auction or negotiation, the Disposal of the Property is intended to further the public health, safety or welfare or an economic development interest of the State or a political subdivision of the State, including but not limited to, the prevention or

remediation of a substantial threat to public health or safety, the creation or retention of a substantial number of job opportunities, or the creation or retention of a substantial source of revenues, and the purpose and terms of the Disposal are documented in writing and approved by resolution of the Board;
or

- (vi) such Disposal or related action is otherwise authorized by law.

The Agency shall file an explanatory statement with the comptroller, the director of the division of budget, the commissioner of general services and the legislature not less than ninety (90) days before the Agency Disposes the Property if the Property is personal property in excess of \$15,000, or real property that has a fair market value in excess of \$100,000. When the Property is Disposed by lease (or exchange), then the Agency shall file an explanatory statement when the Property is real property leased for a term of five (5) years or less with an estimated fair annual rent exceeding one-hundred thousand (\$100,000.00) in any given year, real property leased for a term greater than five (5) years with an estimated fair annual rent exceeding one-hundred thousand (\$100,000.00) for the entire lease term; or any real property or real and related personal property Disposed of by exchange, regardless of value, or any property any part of the consideration for which is real property.

Reporting Requirements

Annual Report

The Agency shall publish, at least annually, an Annual Report (the "Annual Report") listing all Property consisting of real property of the Agency. In addition, the Annual Report shall include a list and full description of all Property consisting of real and personal property Disposed of during such period covered by the Annual Report. The Annual Report shall include the price received by the Agency for the Property, in addition to the name of the purchaser for all such Property sold by the Agency during such period covered by the Annual Report.

The Agency shall deliver copies of the Annual Report with the comptroller, the director of the division of budget, the commissioner of general services and the legislature, and to the extent practicable, post such Annual Report on its website.

Property Disposition Policy

The Agency shall review and approve this Property Disposition Policy annually by resolution of the Board. On or before March 31 of each year, the Agency shall file with the Comptroller a copy of its Property Disposition Policy, including the name of the Contracting Officer appointed by the Agency. Upon such filing with the comptroller, the Agency shall post its Property Disposition Policy on its website.

Adopted: January 11, 2022

Date: January 23, 2024

At a meeting of the **Town of Islip Economic Development Agency** (the "Agency"), held at 40 Nassau Avenue, Islip, New York on the 23th day of January 2024, the following members of the Agency were:

Present:

After the meeting had been duly called to order, the Chairman announced that among the purposes of the meeting was to consider and take action on certain matters pertaining to adopting a Property Disposition Policy of the **Town of Islip Economic Development Agency** necessary to implement the provisions of the PAAA, as amended.

The following resolution was duly moved, seconded, discussed and adopted with the following members voting:

Voting Aye

Voting Nay

TOWN OF ISLIP
ECONOMIC DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 23, 2024

AGENDA ITEM #13

**TYPE OF RESOLUTION: TO ADOPT THE TRAVEL AND
MILEAGE REIMBURSEMENT POLICY**

January 23, 2024

WHEREAS, the **Town of Islip Economic Development Agency** (the Agency) is duly established under Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 47 of the Laws of 974 of the State of New York, as amended; and

WHEREAS, the purpose of the Agency is to promote and encourage **Economic Development within the Town of Islip**; and

WHEREAS, periodically, it is necessary that the Agency participates in various conferences, conventions and educational schooling and/or requests mileage reimbursement for the use of personal vehicles; and

WHEREAS, **Travel Authorization and Mileage Reimbursement** guidelines have been adopted in the Town of Islip's Administrative Procedures Manual, Section 303; and

WHEREAS, as a recommended Governance Practice by the Authorities Budget Office, the Agency wishes to adopt and adhere to the same guidelines as outlined in the Town of Islip's Administrative Procedures Manual, Section 303; and

RESOLVED, that the Chairman, or his designee, has authorized the Agency to adopt and abide by the Travel Authorization and Mileage Reimbursement guidelines as outlined in the Town of Islip's Administrative Procedures Manual, Section 303, subject to approval of the Agreement by the Town Attorney as to form.

UPON a vote taken the result was;

Date: January 23, 2024

At a meeting of the Town of Economic Development Corporation (the "EDC"), held at Islip Town Hall, 655 Main Street, Islip, New York on the 23th day of January, 2024, the following members of the EDC were:

Present:

Also Present:

After the meeting had been duly called to order, the Chair announced that among the purposes of the meeting was to consider and take action on certain matters pertaining to the appointment of officers of the Town of Islip Economic Development Corporation.

The following resolution was duly moved, seconded, discussed and adopted with the following members voting:

Voting Aye

Voting Nay

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 3

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Meeting of the Town of Islip Resource Recovery Agency.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Martin Bellew

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF



ISLIP RESOURCE RECOVERY AGENCY
January 23, 2024

1. Call the Meeting of the Islip Resource Recovery Agency to Order.
2. Approval of the Minutes for the December 12, 2023 Agency Board Meeting.
3. Resolution authorizing the president to enter into contract #OBTS-2023-01 between the Agency and Rosemar Contracting Inc, for Replacement of the Outbound Truck Scale at the Multi-Purpose Recycling Facility.
4. Resolution authorizing the President to enter into a contract extension between the Agency and Winters Bros. Recycling of Long Island, LLC to provide for the Transport and Disposal of Bulky Solid Waste from the Multi-Purpose Recycling Facility (MRF) for the Years 2024 and 2025.
5. Other Business
6. Adjournment



ISLIP RESOURCE RECOVERY AGENCY

December 12, 2023

On a motion of Chairwoman Carpenter, seconded by Councilperson O'Connor, a meeting of the Islip Resource Recovery Agency was convened at 3:40 p.m. in the Town Board Room of Islip Town Hall, 655 Main Street, Islip, NY 11751. A Quorum was present for this Agency Board Meeting.

DIRECTORS PRESENT

Angie M. Carpenter
John Lorenzo
James P. O'Connor
Jorge Guadrón
John C. Cochrane, Jr.

OFFICERS PRESENT

Martin Bellew, President
Linda Bunde, Secretary

On a motion of Councilperson O'Connor, seconded by Councilperson Cochrane and unanimously approved, the minutes from the November 14, 2023 Agency Board Meeting were approved.

On a motion of Councilperson Cochrane, seconded by Councilperson Guadrón and unanimously approved, a resolution was passed authorizing the President to enter into contract extension with D&B Engineers and Architects, P.C., to provide Professional On-call, Planning and Environmental/Regulatory Compliance Support Services Related to the Continued Operation and Maintenance of the MacArthur Waste to Energy Facility for the calendar year 2024.

There being no further business to come before the Board, the meeting was adjourned on a motion of Councilperson Cochrane seconded by Chairwoman Carpenter and unanimously approved.

Respectfully submitted,

Linda Bunde
Secretary

**ISLIP RESOURCE RECOVERY AGENCY
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

RESOLUTION AUTHORIZING THE PRESIDENT TO ENTER INTO CONTRACT #OBTS-2023-01 BETWEEN THE AGENCY AND ROSEMAR CONTRACTING INC, FOR REPLACEMENT OF THE OUTBOUND TRUCK SCALE AT THE MULTI-PURPOSE RECYCLING FACILITY.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Islip Resource Recovery Agency
 2. Site or Location affected by resolution: Multi-purpose Recycling Facility
 3. Cost: \$312,500
 4. Budget Line: TBD
 5. Amount and source of outside funding: N/A
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6NYCRR, Section 617.4(b), number _____ . Full EAF required.
- Type 2 action under 6NYCRR, Section 617.5(c), number 26 . SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of NYCRR. Short EAF required.
-

Math Bellan

1/9/24

Signature of President/Department Head Sponsor

Date

January 23, 2024

AUTHORIZATION FOR THE PRESIDENT TO ENTER INTO CONTRACT #OBTS-2023-01 BETWEEN THE AGENCY AND ROSEMAR CONTRACTING INC, FOR REPLACEMENT OF THE OUTBOUND TRUCK SCALE AT THE MULTI-PURPOSE RECYCLING FACILITY.

WHEEAS, the Agency operates the Multi-Purpose Recycling Facility located 1155 Lincoln Ave., Holbrook, NY; and

WHEREAS, the Agency advertised for and received one bid on December 7, 2023 for Replacement of the Outbound Scale at the facility; and

WHEREAS, this contract was re-bid and one bid was received on January 4, 2024 for Replacement of the Outbound Scale at the facility; and

WHEREAS, Rosemar Contracting Inc., with a bid price of \$312,500; and

WHEREAS, Rosemar Contracting Inc. has been determined to be a responsible bidder.

NOW THEREFORE, on motion by _____ seconded by _____, be it hereby

RESOLVED, that the President is authorized to enter into a contract between the Agency and Rosemar Contracting Inc. PO Box 16, Patchogue New York 11772; for the Replacement of the Outbound Scale at the Multi-Purpose Recycling Facility; and be it further;

RESOLVED, that the Treasurer is hereby authorized to amend the budget as deemed necessary in accordance with this contract.

UPON A VOTE being taken, the result was: _____

**ISLIP RESOURCE RECOVERY AGENCY
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

Resolution Authorizing the President to enter into a contract extension between the Agency and Winters Brothers Recycling of Long Island, LLC.; for the transport and disposal of Bulky Solid Waste from the Multi-Purpose Recycling Facility for years 2024 and 2025, at a fixed fee per ton.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Winters Bros. Recycling of Long Island, LLC
 2. Site or Location affected by resolution: Multi-Purpose Recycling Facility
 3. Cost: Option Year 1 (2024): \$141,000.00 (\$94/Ton); Option Year 2 (2025): \$141,000 (\$94.00/Ton)
 4. Budget Line: ZR02.1020.4.8177
 5. Amount and source of outside funding: N/A
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6NYCRR, Section 617.5(c), number 26. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of NYCRR. Short EAF required.
-

Maith Bellan

1/9/24

Signature of President/Department Head Sponsor

Date

January 2024

AUTHORIZING THE PRESIDENT TO ENTER INTO A CONTRACT EXTENSION BETWEEN THE AGENCY AND WINTERS BROS. RECYCLING OF LONG ISLAND, LLC TO PROVIDE FOR THE TRANSPORT AND DISPOSAL OF BULKY SOLID WASTE FROM THE MULTI-PURPOSE RECYCLING FACILITY (MRF) FOR THE YEARS 2024 and 2025.

WHEREAS the Agency owns and operates the Multi-Purpose Recycling facility located at 1155 Lincoln Avenue, Holbrook, NY; and

WHEREAS the Agency has certain quantities of Bulky Solid Waste material which is not acceptable to dispose of at the Covanta MacArthur Waste to Energy Facility; and

WHEREAS at April 20, 2021 Agency Board Meeting, the President was authorized to enter into a contract between the Agency and Winters Brothers Recycling of Long Island, LLC., to provide for the transport and disposal of Bulky Solid Waste from the Multi-Purpose Recycling Facility, at a fixed fee per ton, hauled for three (3) years with an option to extend the contract for two (2) additional option years at the sole discretion of the Agency; and

WHEREAS the Agency would like to exercise the option to extend the contract for the two (2) options years, 2024 and 2025; now

THEREFORE on a motion of _____, seconded by _____
be it hereby

RESOLVED that the President is authorized to enter into a contract extension between the Agency and Winters Brothers Recycling of Long Island, LLC., 120 Nancy Street, West Babylon, NY 11704; for the transport and disposal of Bulky Solid Waste from the Multi-Purpose Recycling Facility, at a fixed fee per ton. Option Year 1 (2024): \$141,000.00 (\$94/Ton); Option Year 2 (2025): \$141,000 (\$94.00/Ton)

UPON A VOTE being taken, the result was: _____

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 4

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to enter into a contract extension with Cherveney Carting, LLC for the Provision of Solid Waste Services for Atlantique Beach/Marina on Fire Island, NY for the years 2024 and 2025.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Martin Bellew

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

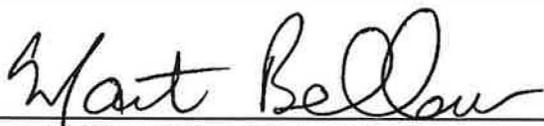
AUTHORIZING THE SUPERVISOR TO ENTER INTO A CONTRACT EXTENSION WITH CHERVENY CARTING, LLC FOR THE PROVISION OF SOLID WASTE SERVICES FOR ATLANTIQUE BEACH/MARINA ON FIRE ISLAND, NY; FOR THE YEARS 2024 and 2025

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Cherveny Carting, LLC
 2. Site or location effected by resolution: Atlantique Beach/Marina
 3. Cost: 2024: 41,185; 2025: TBD (Per May 2024 CPI)
 4. Budget Line: SR 8160.40010
 5. Amount and source of outside funding: _____
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 26. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-



Signature of Commissioner/Department Head Sponsor

1/9/24

Date

January 23, 2024
Resolution # 4 _____

AUTHORIZING THE SUPERVISOR TO ENTER INTO A CONTRACT EXTENSION WITH CHERVENY CARTING, LLC FOR THE PROVISION OF SOLID WASTE SERVICES FOR ATLANTIQUE BEACH/MARINA ON FIRE ISLAND, NY; FOR THE YEARS 2024 and 2025

WHEREAS, at the April 20, 2021 Town Board Meeting, the Supervisor was authorized to enter into a contract with Cherveny Carting, LLC for the Provision of Solid Waste Removal at Atlantique Beach/Marina for the Years 2021, 2022 and 2023; with an option to extend the contract for two (2) additional option years at the sole discretion of the Town; and

WHEREAS, the Town would like to exercise the option to extend this contract for the option years 2024 and 2025; and

THEREFORE, on a motion of _____ seconded by _____, be it hereby

RESOLVED, that the Supervisor is authorized to enter into a contract extension for the Provision of Solid Waste Services, with Cherveny Carting, LLC located at P.O. Box 304, Ocean Beach, NY 11770; for the removal of solid waste at Atlantique Beach/Marina for the Years 2024 and 2025; and; be it further;

RESOLVED, that the Comptroller is hereby authorized to amend the budget as deemed necessary in accordance with this contract.

UPON A VOTE BEING TAKEN, the result was: _____.

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 5

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Town Board approval for the designation of Viably, LLC as sole source provider of Komptech equipment parts and technical service for Komptech machinery utilized for operations at the Town's Compost Facility.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23, 2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Martin Bellew

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

RESOLUTION DESIGNATING VIABLY, LLC AS SOLE SOURCE PROVIDER OF KOMPTECH EQUIPMENT PARTS AND TECHNICAL SERVICE FOR KOMPTECH MACHINERY UTILIZED FOR OPERATIONS AT THE TOWN'S COMPOST FACILITY.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Town of Islip
 2. Site or Location affected by resolution: Compost Facility
 3. Cost: N/A
 4. Budget Line: N/A
 5. Amount and source of outside funding: N/A
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6NYCRR, Section 617.5(c), number 26. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of NYCRR. Short EAF required.
-

Math Bellan

Signature of Commissioner/Department Head Sponsor

1/9/24
Date

January 23, 2024
Resolution # 5

DESIGNATING VIABLY, LLC AS SOLE SOURCE PROVIDER OF KOMPTECH EQUIPMENT PARTS AND TECHNICAL SERVICE FOR KOMPTECH MACHINERY UTILIZED FOR OPERATIONS AT THE TOWN'S COMPOST FACILITY.

WHEREAS, the Town of Islip owns and operates the Compost Facility; and

WHEREAS, the Compost Facility receives approximately 55,000 tons of yard waste per year which must be processed in a timely manner in order to comply with New York State DEC permit regulations, and

WHEREAS, the Town of Islip Department of Environmental Control has a current inventory of Komptech de-stoners and screeners and utilizes such to process yard waste; and

WHEREAS, Viably, LLC is the sole source provider and distributor of Komptech parts and technical service made specifically for Komptech de-stoners and screeners utilized for operations at the Town's Compost Facility.

THEREFORE on a motion of _____, seconded by _____, be it hereby

RESOLVED, that Viably, LLC is located at 6345 Downing Street., Denver CO, 80216, is designated as sole source provider of Komptech equipment parts and technical service utilized for operations at the Town's Compost Facility.

UPON A VOTE being taken, the result was _____ .

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 6

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Appropriation Transfers.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Joseph Ludwig

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

TOWN OF ISLIP

Resolution Authorizing Appropriation Transfers

Resolution prepared on 1/10/24 for the DEC approved by Commissioner/Department Head (print name & sign) Greg Hancock and Comptroller _____ : at the Town Board Meeting on _____, on a motion by Councilperson _____, seconded by Councilperson _____, it was RESOLVED that the Comptroller is authorized to make the transfer(s) listed below:

Increase			Decrease		
<u>Account Title</u>	<u>Account Number</u>	<u>Amount</u>	<u>Account Title</u>	<u>Account Number</u>	<u>Amount</u>
Radios	A 3510.22510	1,450.00	Equipment Repair	A 3510.44120	1,450.00
		<u><u>1,450.00</u></u>			<u><u>1,450.00</u></u>

Justification: To purchase replacement for damaged radio

Upon a vote being taken, the result was _____

Date _____

DISTRIBUTION

Town Clerk _____ Comptroller _____ Department Head _____

COMPTROLLER'S USE ONLY

Journal Entry Number _____

TOWN OF ISLIP
Resolution Authorizing Appropriation Transfers

Resolution prepared on 1/10/24 for (department) Town Clerk approved by Commissioner/Department Head
 (print name & sign) Joseph Ludwig and Comptroller [Signature] : at the Town Board Meeting on
 (date) 1/23/24, on a motion by Councilperson _____ seconded by Councilperson _____
 it was RESOLVED that the Comptroller is authorized to make the transfer(s) listed below

Increase			Decrease		
<u>Account Title</u>	<u>Account Number</u>	<u>Amount</u>	<u>Account Title</u>	<u>Account Number</u>	<u>Amount</u>
Legal Notices	A.1410.44001	30,000.00	Health Insurance	A.9010.80040	(30,000.00)

30,000.00

(30,000.00)

Justification: Transfer needed to fund legal notices that will published in the Town approved spanish speaking newspapers.

Upon a vote being taken, the result was _____

Date _____

DISTRIBUTION

Town Clerk Comptroller Department Head

COMPTROLLER'S USE ONLY

Journal Entry Number _____

This form is required (effective 1/1/81) for both the processing of appropriation transfers requiring Town Board Resolution and those not requiring Town Board Resolution.

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 7

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCEL WEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

**Authorization for the Supervisor to enter into a contract with P.K.F
O'Connor Davies to perform the audit for the year ended
December 31, 2023.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Martin Bellew

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN of ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All items for Town Board action must be accompanied by a sponsor's memorandum which shall be the covering document for all agenda submissions. All items shall be reported to the Deputy Supervisor no later than 12 days prior to the scheduled meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

Resolution to enter into a contract with P.K.F. O'Connor Davies to perform the audit for the year ended December 31, 2023. Audit includes the Basic Financial Statement (required by General Municipal Law), Single Audit (required by the Federal Government), State DOT Report (required by NYS), compliance with standards established by the Department of Environmental Conservation and the compliance report in accordance with the Passenger Facilities Charge Audit.

SPECIFY WHERE APPLICABLE:

1. **Entity or individual benefitted by resolution:** Town of Islip
2. **Site or location effected by resolution:** Town wide
3. **Cost:** Not to exceed \$295,000
4. **Budget Line:** A.1670.45050
5. **Amount and source of outside funding:** None

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

_____ Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.

___ 2 ___ Type 2 action under 6 NYCRR, Section 617.5(c), number 2.6. SEQR review complete.

_____ Action not listed as Type I or Type II under Park 617 of the NYCRR. Short EAF required.

Signature of Commissioner/Department Head Sponsor.

Date



1/8/23

January 23, 2024
Resolution #7

WHEREAS, the Town of Islip is required by General Municipal Law to have an audit conducted by an independent, licensed accounting firm, and;

WHEREAS, in order to ensure that the Town of Islip will be provided the best services available, at the best cost available, and in compliance with accepted standards, on February 25, 2022, the Town issued a Request for Proposal (RFP) for Accounting and Auditing services, and;

WHEREAS, on April 5, 2022 the Town Board awarded the contract to P.K.F O'Connor Davies, and;

WHEREAS, provisions in the contract allow for four (4) one year extensions upon mutual written consent, and;

WHEREAS, the Town has received notice from P.K.F O'Connor Davies to extend the contract to perform the audit of the Town for the year ended December 31, 2023 and;

WHEREAS, the Town is interested in extending the contract with P.K.F O'Connor Davies to perform the audit.

NOW, THEREFORE, on motion of Councilperson _____,
seconded by Councilperson _____, be it

RESOLVED, that the Town Board hereby authorizes the Supervisor to execute a one year extension with P.K.F. O'Connor Davies, for Auditing and Accounting Services for an amount not to exceed the sum of TWO HUNDRED NINETY-FIVE AND NO/100 (\$295,000), to be charged to Operating Budget line A 1670-45050.

Upon a vote being taken, the result was:

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 8

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Comptroller to make any and all budget adjustments and journal entries in order to properly reflect the 2023 operations for the Town of Islip.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23, 2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Joseph Ludwig

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

Resolution authorizes the Comptroller to make any and all budget adjustments and journal entries in order to properly reflect the 2023 operations for the Town of Islip.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Town of Islip
 2. Site or location effected by resolution: N/A
 3. Cost: None
 4. Budget Line: Various - as needed
 5. Amount and source of outside funding: N/A
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 26. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-

Signature of Commissioner/Department Head Sponsor

Date

1/8/24

January 23, 2024
Resolution #8

WHEREAS, the Town of Islip's 2023 fiscal year ended on December 31, 2023 and:

WHEREAS, there is activity that occurs subsequent to the calendar year end and is related to the 2023 fiscal year; and

WHEREAS, the recording of this activity in the proper period is essential in order to provide the most accurate financial picture of the Town, and;

WHEREAS, to properly record these transactions, adjustments to the operating revenue and/or expenditure budgets of the various funds of the Town might be required.

NOW, THEREFORE, on motion of Councilperson _____,
seconded by Councilperson _____, be it

RESOLVED, that the Comptroller is hereby authorized to make all budget adjustments that are deemed necessary to reconcile and close the books for the fiscal year ending December 31, 2023.

Upon a vote being taken, the result was:

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 9

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

**Adoption of the Capital Budget for the period of 2024-2027 as required
by Town Code.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23, 2024
AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Joseph Ludwig

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN of ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

Resolution will adopt the Capital Budget for the period of 2024 – 2027 as required by Town Code.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Town of Islip
2. Site or location effected by resolution: Townwide
3. Cost: N/A
4. Budget Line: To be established by Comptroller
5. Amount and source of outside funding: General Obligation Serial Bonds

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

_____ Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.

 X Type 2 action under 6 NYCRR, Section 617.5(c), number 26 . SEQR review complete.

_____ Action not listed as Type I or Type II under Park 617 of the NYCRR. Short EAF required.

Signature of Commissioner/Department Head Sponsor.

1/30/24

Date

January 23, 2024
Resolution no. 9

WHEREAS, pursuant to Islip Town Code §10-6, the Town Board is required to hold a public hearing to consider the Town Capital Budget; and,

WHEREAS, a duly noticed public hearing was held on November 9, 2023, to consider adopting the Town of Islip 2024 Capital Budget; and,

WHEREAS, the public hearing was adjourned without a vote.

NOW, THEREFORE, on motion of Councilperson _____,
seconded by Councilperson _____, be it

RESOLVED, that the Town Board hereby adopts the Town of Islip 2024 Capital Budget.

Upon a vote being taken, the result was

**TOWN OF ISLIP
PRELIMINARY CAPITAL BUDGET: 2024 - 2027**

CAPITAL BUDGET DESCRIPTION	LOCATION	2024 PROPOSED CAPITAL	2025 PROPOSED CAPITAL	2026 PROPOSED REQUEST	2027 PROPOSED CAPITAL
PLANNING		\$ 764,000	\$ 618,400	\$ 522,000	\$ 622,000
DATA PROCESSING		1,997,000	870,000	960,000	1,100,000
PUBLIC SAFETY ENFORCEMENT		1,683,000	400,000	455,000	390,000
PUBLIC WORKS		17,725,000	15,937,000	16,895,000	21,885,000
RECREATION		15,525,000	30,075,000	28,450,000	17,375,000
ENVIRONMENTAL CONTROL		987,000	4,225,000	2,900,000	3,795,000
TOTAL TOWN CAPITAL		38,681,000	52,125,400	50,182,000	45,167,000
TOTAL PROPOSED CAPITAL		\$ 38,681,000	\$ 52,125,400	\$ 50,182,000	\$ 45,167,000

**TOWN OF ISLIP
PRELIMINARY CAPITAL BUDGET: 2024 - 2027**

CAPITAL BUDGET DESCRIPTION	LOCATION	2024 PROPOSED CAPITAL	2025 PROPOSED CAPITAL	2026 PROPOSED REQUEST	2027 PROPOSED CAPITAL
PLANNING					
COMPUTER EQUIPMENT/SOFTWARE	ENGINEERING	9,000	9,900	11,000	12,000
HEAVY VEHICLES	ENGINEERING	52,500	55,000	58,000	61,000
COMPUTER EQUIPMENT/SOFTWARE	BUILDING	33,000	15,000	-0-	-0-
HEAVY VEHICLES	BUILDING	52,500	110,000	58,000	124,000
COMMUNITY IMPROVEMENTS	PLANNING	331,000	16,500	-0-	-0-
COMPUTER EQUIPMENT/SOFTWARE	PLANNING	171,000	242,000	275,000	300,000
LIGHT VEHICLES	PLANNING		55,000		
TOWN MATCHING FUNDS (CAPITAL GRANTS)	PLANNING	115,000	115,000	120,000	125,000
TOTAL DEPARTMENT PROPOSED CAPITAL		<u>764,000</u>	<u>618,400</u>	<u>522,000</u>	<u>622,000</u>
DATA PROCESSING					
COMPUTER HARDWARE & SOFTWARE	TOWNWIDE	775,000	800,000	800,000	900,000
CYBER SECURITY	TOWNWIDE	212,000	-0-	-0-	200,000
DISASTER RECOVERY	TOWNWIDE	-0-	-0-		-0-
HEAVY VEHICLES	TOWNWIDE	70,000	-0-	70,000	-0-
LAND / ASSESSMENT / TAX SYSTEM	TOWNWIDE	300,000	-0-		-0-
LIGHT VEHICLES	MAILROOM		70,000		-0-
MAILROOM EQUIPMENT	MAILROOM	90,000		90,000	-0-
PHONE SYSTEM	TOWNWIDE	550,000	-0-		
TOTAL DEPARTMENT PROPOSED CAPITAL		<u>1,997,000</u>	<u>870,000</u>	<u>960,000</u>	<u>1,100,000</u>

**TOWN OF ISLIP
PRELIMINARY CAPITAL BUDGET: 2024 - 2027**

CAPITAL BUDGET DESCRIPTION	LOCATION	2024 PROPOSED CAPITAL	2025 PROPOSED CAPITAL	2026 PROPOSED REQUEST	2027 PROPOSED CAPITAL
PUBLIC SAFETY ENFORCEMENT					
COMMAND VEHICLE	PUBLIC SAFETY - TOWNWIDE	-0-	-0-	-0-	-0-
LIGHT VEHICLES & EQUIPMENT	PUBLIC SAFETY - TOWNWIDE	330,000	180,000	180,000	180,000
MOBILE COMPUTER EQUIPMENT	PUBLIC SAFETY - TOWNWIDE	60,000	-0-	-0-	-0-
OTHER EQUIPMENT	PUBLIC SAFETY - TOWNWIDE	20,000	-0-	-0-	-0-
PARK RANGER EQUIPMENT	PUBLIC SAFETY - TOWNWIDE	20,000	-0-	-0-	-0-
RADIOS	PUBLIC SAFETY - TOWNWIDE	10,000	-0-	-0-	-0-
OTHER EQUIPMENT	OFFICE OF EMERGENCY MANAGEMENT	-0-	15,000	20,000	-0-
HEAVY VEHICLES	FIRE PREVENTION	80,000	80,000	80,000	80,000
OTHER EQUIPMENT	FIRE PREVENTION	25,000	-0-	-0-	-0-
BOATS	HARBOR POLICE	800,000	-0-	-0-	-0-
HEAVY VEHICLE	HARBOR POLICE	58,000	-0-	-0-	-0-
OTHER EQUIPMENT	HARBOR POLICE	40,000	-0-	35,000	-0-
HAZMAT/SAFETY EQUIPMENT	TOWNWIDE - HAZMAT	80,000	-0-	50,000	-0-
OTHER EQUIPMENT	TOWNWIDE - HAZMAT	60,000	35,000	-0-	40,000
HEAVY VEHICLES	CODE ENFORCEMENT	100,000	90,000	90,000	90,000
TOTAL DEPARTMENT PROPOSED CAPITAL		<u>1,683,000</u>	<u>400,000</u>	<u>455,000</u>	<u>390,000</u>
PUBLIC WORKS					
FENCING	TOWNWIDE	-0-	25,000	30,000	50,000
FURNITURE	TOWNWIDE	-0-	25,000	25,000	25,000
GAS SYSTEM UPGRADES	TOWNWIDE	-0-	-0-	-0-	50,000
GUARD RAILS	TOWNWIDE	50,000	12,000	15,000	25,000
HEAVY EQUIPMENT	TOWNWIDE	200,000	100,000	100,000	200,000
HEAVY VEHICLES	TOWNWIDE	750,000	500,000	750,000	1,250,000
IMPROVEMENTS TO TOWN FACILITIES	TOWNWIDE	500,000	500,000	500,000	600,000
INTERSECTION IMPROVEMENTS	TOWNWIDE	100,000	250,000	500,000	750,000
LIGHT VEHICLES	TOWNWIDE	125,000	250,000	250,000	250,000
PARKING LOT REPAVING	TOWNWIDE	1,500,000	1,000,000	500,000	1,000,000
PRISMATIC TRAFFIC SHEETING	TOWNWIDE	100,000	100,000	100,000	200,000
RECONSTRUCTION OF VEHICLES	TOWNWIDE	500,000	350,000	400,000	1,000,000
ROAD DRAINAGE	TOWNWIDE	2,200,000	1,500,000	2,000,000	2,500,000
ROAD PAVING	TOWNWIDE	10,000,000	9,500,000	9,500,000	11,000,000
SAFETY IMPROVEMENTS/TRAFFIC CALMING	TOWNWIDE	100,000	100,000	100,000	200,000
SIDEWALKS	TOWNWIDE	1,100,000	600,000	1,000,000	750,000
SIDEWALKS	FIRE ISLAND	-0-	25,000	25,000	35,000
TRAFFIC SIGNALS	TOWNWIDE	-0-	350,000	350,000	1,000,000
TREE REMOVAL/REPLACEMENT	TOWNWIDE	500,000	750,000	750,000	1,000,000
TOTAL DEPARTMENT PROPOSED CAPITAL		<u>17,725,000</u>	<u>15,937,000</u>	<u>16,895,000</u>	<u>21,885,000</u>

**TOWN OF ISLIP
PRELIMINARY CAPITAL BUDGET: 2024 - 2027**

CAPITAL BUDGET DESCRIPTION	LOCATION	2024 PROPOSED CAPITAL	2025 PROPOSED CAPITAL	2026 PROPOSED REQUEST	2027 PROPOSED CAPITAL
RECREATION					
ASPHALT PATHWAYS	TOWNWIDE	400,000	750,000	750,000	750,000
BALLFIELD IMPROVEMENTS/FENCING	TOWNWIDE	1,000,000	1,250,000	1,250,000	1,250,000
BOATS	TOWNWIDE	-0-	500,000	-0-	-0-
CASAMENTO SOCCER FIELD EXPANSION w/ GRANT	CASAMENTO PARK	2,250,000	-0-	-0-	-0-
COURT REPAIRS	TOWNWIDE	500,000	1,000,000	750,000	750,000
HEAVY VEHICLES	TOWNWIDE	500,000	1,000,000	1,000,000	1,000,000
IMPROVEMENT TO REC FACILITIES	TOWNWIDE	750,000	1,500,000	1,500,000	1,500,000
LIGHT VEHICLES & EQUIPMENT	TOWNWIDE	-0-	125,000	125,000	125,000
MARINAS & BULKHEADING	TOWNWIDE	5,000,000	6,000,000	5,000,000	5,000,000
OTHER EQUIPMENT	TOWNWIDE	250,000	500,000	500,000	500,000
PARK IMPROVEMENTS	TOWNWIDE	500,000	1,000,000	1,000,000	1,000,000
PLAYGROUND EQUIPMENT	TOWNWIDE	200,000	400,000	400,000	400,000
POOL FURNITURE	TOWNWIDE	25,000	-0-	-0-	50,000
POOL IMPROVEMENTS	TOWNWIDE	100,000	11,000,000	11,000,000	-0-
TRAILERS	TOWNWIDE	-0-	-0-	125,000	-0-
TREE REMOVAL	TOWNWIDE	50,000	50,000	50,000	50,000
TURF FIELDS	TOWNWIDE	4,000,000	5,000,000	5,000,000	5,000,000
TOTAL DEPARTMENT PROPOSED CAPITAL		15,525,000	30,075,000	28,450,000	17,375,000
ENVIRONMENTAL CONTROL					
HEAVY VEHICLES	ANIMAL SHELTER	55,000	-0-	50,000	-0-
LIGHT EQUIPMENT	ANIMAL SHELTER	-0-	30,000	-0-	-0-
BOATS	HATCHERY	-0-	275,000	-0-	-0-
DOCKS	HATCHERY	-0-	-0-	500,000	-0-
LIGHT EQUIPMENT	HATCHERY	8,000	80,000	30,000	30,000
FACILITY IMPROVEMENTS	HATCHERY	150,000	-0-	-0-	120,000
HEAVY EQUIPMENT	HATCHERY	-0-	100,000	-0-	125,000
RECONSTRUCTION OF EQUIPMENT	HATCHERY	-0-	125,000	-0-	-0-
FACILITY IMPROVEMENTS - DESIGN	DEC-ADMIN	-0-	-0-	-0-	-0-
LIGHT VEHICLES	DEC-ADMIN	-0-	-0-	40,000	-0-
FACILITY IMPROVEMENTS	COMPOST		40,000	100,000	-0-
HEAVY EQUIPMENT	COMPOST	40,000	50,000	750,000	1,250,000
HEAVY VEHICLES	COMPOST	-0-	60,000	-0-	-0-
LIGHT EQUIPMENT	COMPOST	-0-	15,000	-0-	-0-
SECURITY CAMERAS	COMPOST	-0-	25,000	-0-	-0-
TRAILER	COMPOST	9,000	-0-	-0-	-0-

**TOWN OF ISLIP
PRELIMINARY CAPITAL BUDGET: 2024 - 2027**

CAPITAL BUDGET DESCRIPTION	LOCATION	2024 PROPOSED CAPITAL	2025 PROPOSED CAPITAL	2026 PROPOSED REQUEST	2027 PROPOSED CAPITAL
ENVIRONMENTAL CONTROL - continued					
ASPHALT	MULTI-PURPOSE RECYCLING FACILITY	-0-	-0-	-0-	100,000
DRAINAGE	MULTI-PURPOSE RECYCLING FACILITY	-0-	-0-	125,000	-0-
FACILITY IMPROVEMENTS	MULTI-PURPOSE RECYCLING FACILITY	-0-	1,550,000	-0-	150,000
HEAVY EQUIPMENT	MULTI-PURPOSE RECYCLING FACILITY	470,000	415,000	430,000	445,000
HEAVY VEHICLES	MULTI-PURPOSE RECYCLING FACILITY	55,000	555,000	320,000	600,000
RECONSTRUCTION OF EQUIPMENT	MULTI-PURPOSE RECYCLING FACILITY	-0-	525,000	450,000	550,000
RECONSTRUCTION OF VEHICLES	MULTI-PURPOSE RECYCLING FACILITY	-0-	100,000	-0-	125,000
SECURITY CAMERAS	MULTI-PURPOSE RECYCLING FACILITY	-0-	-0-	-0-	
HEAVY EQUIPMENT	HAUPPAUGE LANDFILL	-0-	-0-	50,000	-0-
HEAVY VEHICLES	HAUPPAUGE LANDFILL	60,000	-0-	55,000	-0-
RECONSTRUCTION OF EQUIPMENT	HAUPPAUGE LANDFILL	-0-	250,000	-0-	300,000
SECURITY CAMERAS	HAUPPAUGE LANDFILL	140,000	30,000	-0-	-0-
TOTAL DEPARTMENT PROPOSED CAPITAL		987,000	4,225,000	2,900,000	3,795,000
TOTAL TOWN PROPOSED CAPITAL		\$ 38,681,000	\$ 52,125,400	\$ 50,182,000	\$ 45,167,000

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 10

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Meeting of the Town of Islip Foreign Trade Zone Authority Board.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23, 2024
AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Thomas Hemingway

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

Agenda for Meeting of the Town of Islip Foreign Trade Zone Board

January 23, 2024

1. Meeting called to order;
2. Approval of the minutes from November 14, 2023 meeting of Town of Islip Foreign Trade Zone Board;
3. Authorization for the Town of Islip Foreign Trade Zone Authority to enter into a landscape contract with Suburban Maintenance and Landscaping with an option to renew for an additional year;
4. Authorization for Town of Islip Foreign Trade Zone Authority to enter into a contract with Quinn and Feiner for heating and cooling maintenance at 1 Trade Zone Drive, Ronkonkoma, NY 11779;
5. Authorization to enter into an agreement for office cleaning at the Town of Islip Foreign Trade Zone Authority with Odds & Ends LLC, dba Spot on Cleaning NY for one year with an option to renew for two additional one year agreements;
6. Adjournment;



TOWN OF ISLIP
FOREIGN TRADE ZONE AUTHORITY

Brad Hemingway
Executive Director

Jaime Martinez
Deputy Director

November 14, 2023

The Town of Islip Foreign Trade Zone Authority has five items on the agenda.

Item number one is a meeting of the Town of Islip Foreign Trade Zone Authority. The meeting called to order at 2:48 P.M., on motion by James O'Connor, seconded by Jorge Guadrón and approved by all.

Board Members Present

John Cochrane Jr
James O'Connor
Jorge Guadrón
John M. Lorenzo

Officers Present

Angie M. Carpenter, Chair
Thomas Hemingway III, Executive Director
Jaime Martinez, Treasurer (Not present)
Shelly LaRose-Arken, VP and Secretary

Item number two is approval of the minutes from previous Town of Islip Foreign Trade Zone Board meeting on July 18, 2023. Motion to approve the minutes by John Cochrane Jr., seconded by John Lorenzo, and approved by all.

Item number three authorization for the Town of Islip Foreign Trade Zone Authority to amend a sublease with Trade Zone Court Holdings, LLC known as parcel 6, with an address of 101 Trade Zone Drive, Ronkonkoma, New York 11779, consisting of 3.187 acres. With no questions asked, motion to approve made by John Cochrane Jr., seconded by Jorge Guadrón and approved by all.

Item number four adoption of the Town of Islip Foreign Trade Zone Authority budget for the year 2024. With no questions being asked, a motion to adopt made by John Lorenzo, seconded by Jorge Guadrón and approved by all.

With no further business, **Item number five** is adjournment of the Foreign Trade Zone Board meeting. A motion by James O'Connor., seconded by John Lorenzo and approved by all at 2:50 P.M.


Jaime Martinez, Treasurer

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

The Town of Islip Foreign Trade Zone Authority is seeking authorization to enter into a landscape contract with Suburban Maintenance and Landscaping for a second year. Original contract went before the FTZ Board January 24, 2023.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Foreign Trade Zone
 2. Site or location effected by resolution: Foreign Trade Zone
 3. Cost: 55,000
 4. Budget Line: zf01.1015.41552
 5. Amount and source of outside funding: na
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 8. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-



Signature of Commissioner/Department Head Sponsor

1/3/24

Date

WHEREAS, by resolution duly adopted on January 24, 2023, the Town of Islip Foreign Trade Zone Board authorized the landscape contract with Suburban Maintenance & Landscaping Inc., PO Box 150, Hawthorne, New York, 10532; and

WHEREAS, said contract was for a one-year term, with an option to renew for two additional one-year periods; and

WHEREAS, Islip Foreign Trade Zone Authority wishes to exercise its option to renew said contract for a period of one year; and

WHEREAS, Suburban Maintenance & Landscaping Inc has met all requirements to move forward with the landscape contract;

THEREFORE, on a motion by _____, seconded by _____,

BE IT RESOLVED, the Town of Islip Foreign Trade Zone Board hereby authorizes the extension of the aforesaid landscape contract with Suburban Maintenance & Landscaping Inc for the period of one year with an option to renew for one additional year;

Upon a vote being taken, the result was:

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

The Town of Islip Foreign Trade Zone Authority is seeking authorization to enter into a heating and cooling contract with Quinn and Feiner. Original contract went before the FTZ Board April 5, 2022, and again January 24, 2023.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Foreign Trade Zone
 2. Site or location effected by resolution: 1 Trade Zone Drive, Ronkonkoma, NY 11779
 3. Cost: 3,500
 4. Budget Line: zf01.1015. 400
 5. Amount and source of outside funding: na
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 1. SEQr review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-



Signature of Commissioner/Department Head Sponsor

1/3/24

Date

January 23, 2024

WHEREAS, by resolution duly adopted on April 5, 2022, the Town of Islip Foreign Trade Zone Board authorized a heating and cooling service contract with Quinn and Feiner Service Company, Inc., with offices at 79 Hazel Street, Glen Cove, New York, 11542; and

WHEREAS, said contract was for a one-year term, with an option to renew for two additional one-year periods; and

WHEREAS, Islip Foreign Trade Zone Authority exercised its option to renew for one year on a resolution dated January 24, 2023; and

WHEREAS, Islip Foreign Trade Zone Authority wishes to exercise its option to renew said contract for its remaining option of one-year; and

WHEREAS, Quinn and Feiner Service Company, Inc. has met all requirements to move forward with the heating and cooling service contract;

THEREFORE, on a motion by _____, seconded by _____;

BE IT RESOLVED, the Town of Islip Foreign Trade Zone Board hereby authorizes the extension of the aforesaid heating and cooling service contract with Quinn and Feiner Service Company, Inc. for the period of one year;

Upon a vote being taken, the result was:

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

Authorization for the Town of Islip Foreign Trade Zone Authority to enter into an office cleaning agreement with Odds & Ends DBA Spot on Cleaning NY. The company does have an office in Florida but there is a local provider for the work done.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Foreign Trade Zone Authority
 2. Site or location effected by resolution: 1 Trade Zone Drove, Ronkonkoma, New York
 3. Cost: 4300.00
 4. Budget Line: zf01.1015.444301
 5. Amount and source of outside funding: na
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____ . Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 1 . SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-

Signature of Commissioner/Department Head Sponsor

Date



1/5/24

Agenda for Meeting of the Town of Islip Foreign Trade Zone Board

January 23, 2024

1. Meeting called to order;
2. Approval of the minutes from November 14, 2023 meeting of Town of Islip Foreign Trade Zone Board;
3. Authorization for the Town of Islip Foreign Trade Zone Authority to enter into a landscape contract with Suburban Maintenance and Landscaping with an option to renew for an additional year;
4. Authorization for Town of Islip Foreign Trade Zone Authority to enter into a contract with Quinn and Feiner for heating and cooling maintenance at 1 Trade Zone Drive, Ronkonkoma, NY 11779;
5. Authorization to enter into an agreement for office cleaning at the Town of Islip Foreign Trade Zone Authority with Odds & Ends LLC, dba Spot on Cleaning NY for one year with an option to renew for two additional years;
6. Adjournment;

January 23, 2024

WHEREAS, the Town of Islip Foreign Trade Zone Authority has determined that it is in need of weekly cleaning and janitorial services at the office, located at 1 Trade Zone Drive, Ronkonkoma, Town of Islip, County of Suffolk, State of New York; and

WHEREAS, the Town of Islip Foreign Trade Zone Authority has sought written quotes from providers of such services; and

WHEREAS, after due and careful consideration, the Town of Islip Foreign Trade Zone Authority has determined that Odds & Ends LLC DBA Spot on Cleaning NY a business with an office at 4697 Estates Circle, Westlake, Florida, is best suited to meet the Authority's cleaning needs; and

WHEREAS, Odds & Ends LLC has provided the Town of Islip Foreign Trade Zone Authority with documentation evidencing compliance with relevant insurance requirements;

NOW, THEREFORE, on a motion by _____, seconded by _____;

BE IT RESOLVED, the Executive Director of the Town of Islip Foreign Trade Zone Authority is hereby authorized to execute an agreement with Odds & Ends LLC for office cleaning and janitorial services to be performed at the office of the Foreign Trade Zone Authority for a term of one year with an for an additional two, one year options.

UPON A VOTE BEING TAKEN, the result was:

FTZ Office cleaning quotes:

- Clean and Reliable - \$135 per week
- Spot on Cleaning NY - \$82 per week
- Cleaning Group No response

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 11

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to sign a Declaration of Covenants and Restrictions for a subtenant, 101 Roebling LLC, of the Town of Islip Foreign Trade Zone Authority.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23, 2024
AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Thomas Hemingway

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

Authorization for the Town of Islip Supervisor to sign a Declaration of Covenants and Restrictions for a subtenant, 101 Roebling LLC, of the Town of Islip Foreign Trade Zone Authority. Said Declaration is required by the Suffolk County Department of Health Services for the subtenants site development.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Foreign Trade Zone
 2. Site or location effected by resolution: 101 Roebling Court, Ronkonkoma, NY
 3. Cost: na
 4. Budget Line: na
 5. Amount and source of outside funding: na
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 32. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-


Signature of Commissioner/Department Head Sponsor

1/3/24
Date

January 23, 2024

WHEREAS, the Town of Islip is the fee owner of real property by the street address 101 Roebing Court, Ronkonkoma, New York and identified on the Suffolk County Tax Map as 0500-150.01-01.00-002.001 ("Premises");

WHEREAS, the Town of Islip leases said land to the Town of Islip foreign Trade Zone Authority ("FTZ") under a Master Lease Agreement;

WHEREAS, pursuant to the Master Lease Agreement the Town of Islip Foreign Trade Zone Authority has the authority to sublease the Premises;

WHEREAS, the Town of Islip Foreign Trade Zone Authority has entered into a sublease agreement for the Premises with 101 Roebing LLC ("subtenant") dated November 1, 2021;

WHEREAS, said subtenant has made certain applications to the Suffolk County Department of Health Services necessary for its intended site development; and

WHEREAS, as a condition to granting said application the Suffolk County Department of Health Services requires certain covenants and restrictions be recorded against the Premises; and

WHEREAS, the FTZ has requested that the Town Board authorize the Supervisor to sign the Declaration of Covenants and Restrictions as the fee owner of the Premises.

THEREFORE, on motion of _____, seconded by _____, be it

RESOLVED, the Town of Islip Town Board authorizes the Supervisor to sign a Declaration of Covenants and Restrictions as the fee owner of that certain real property known by the street address 101 Roebing Court, Ronkonkoma, New York and identified on the Suffolk County Tax Map as 0500-150.01-01.00-002.001 in furtherance of the Sub-Lease by and between the Town of Islip Foreign Trade Zone Authority and 101 Roebing LLC, subject to review and approval of the Town Attorney.

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 12

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

**Authorization for the Town Clerk to advertise for a Public Hearing
to consider amending the Town of Islip Uniform Traffic Code.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Thomas Owens

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

The attached resolution lists various traffic control devices recommended by the Traffic Safety Division.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Residents of the Town of Islip
 2. Site or location effected by resolution: Various Locations
 3. Cost: N/A
 4. Budget Line: N/A
 5. Amount and source of outside funding: N/A
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

Type 1 action under 6 NYCRR, Section 617.4(b), number _____ . Full EAF required.

Type 2 action under 6 NYCRR, Section 617.5(c), number 22 . SEQR review complete.

Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.

Allyson Bullock
Signature of Commissioner/Department Head Sponsor

01/3/24
Date

On a motion of Councilperson _____, seconded by
 Councilperson _____ be it

RESOLVED, that the Town Clerk be and is hereby authorized to advertise for Public
 Hearing to consider amending the Uniform Code of Traffic Ordinances for the Town of Islip as
 follows:

**SCHEDULE G
 STOP AND YIELD INTERSECTIONS
 ADD**

INTERSECTION	SIGN	CONTROLLING TRAFFIC
Amuxen Court at Nassau Avenue (ISL)	Stop	West on Amuxen Court
Connecticut Avenue at Ohio Avenue (BSR)	Stop	North/South on Ohio Avenue

**SCHEDULE J
 PARKING, STOPPING AND STANDING REGULATIONS
 AMEND TO READ**

LOCATION	REGULATION	HOURS/DAYS
Crooked Hill Road (CR 13)/West From Community College Dr. (CR 106) to Merrill St. (BWD)	No parking stopping	
Saxon Avenue/East From 210 <u>435</u> ft. south of Union Blvd. to Union Blvd. (ISL) (<u>BSR</u>)	No stopping	

**SCHEDULE J
 PARKING, STOPPING AND STANDING REGULATIONS
 DELETE**

LOCATION	REGULATION	HOURS/DAYS
Broadway Avenue/West From 75 ft. north of Versa Place to 75 ft. south of the entrance to Broadway Ave. Park (SVL)	No parking	

**SCHEDULE J
PARKING, STOPPING AND STANDING REGULATIONS
DELETE**

LOCATION	REGULATION	HOURS/DAYS
Broadway Avenue/West From 75 ft. north of the Islip Grange entrance to 75 ft. south of the Islip Grange entrance (SVL)	No parking	
Crooked Hill Road (CR 13)/East From Wicks Road (CR 7) north for 45 ft. (BWD)	No stopping	
Crooked Hill Road (CR 13)/East From 45 ft. north of Wicks Road (CR 7) to Community College Dr. (CR 106), BWD	No parking	

**SCHEDULE J
PARKING, STOPPING AND STANDING REGULATIONS
ADD**

LOCATION	REGULATION	HOURS/DAYS
Broadway Avenue/West From Versa Place to Montauk Highway (SVL)	No stopping	
Crooked Hill Road (CR 7)/East From Wicks Road (CR 7) to Community College Drive (CR 106) (BWD)	No stopping	

TRAFFIC CODE AMENDMENT SUMMATIONS

LOCATION: AMUXEN COURT AT NASSAU COURT, ISLIP

REGULATION: None

RECOMMENDATION: Install a stop sign to control westbound traffic on Amuxen Court

BRIEF JUSTIFICATION: Establishing right-of-way at intersection

LOCATION: CONNECTICUT AVENUE AT OHIO AVENUE, BAY SHORE

REGULATION: None

RECOMMENDATION: Install stop signs to control northbound and southbound traffic on Ohio Avenue

BRIEF JUSTIFICATION: Meets Town of Islip policy for stop sign installations

LOCATION: CROOKED HILL ROAD (CR 13)/WEST, BRENTWOOD

REGULATION: Existing – No Parking restriction from Community College Drive (CR 106) to Merrill Street

RECOMMENDATION: Replace No Parking signs with No Stopping signs along this stretch of road

BRIEF JUSTIFICATION: In accordance with a Suffolk County Road Improvement Project

LOCATION: SAXON AVENUE/EAST, BAY SHORE

REGULATION: Existing – Parking is restricted from 210 feet south of Union Blvd. to Union Blvd. s

RECOMMENDATION: Extend the parking restriction to 435 feet along this stretch of road

BRIEF JUSTIFICATION: Restrict parking to ensure sight distance/clearance exiting Fairfield Complex driveway

TRAFFIC CODE AMENDMENT SUMMATIONS

LOCATION: BROADWAY AVENUE/WEST, SAYVILLE

REGULATION: Existing – No parking restriction from 75 feet north of Versa Place to 75 feet south of the entrance to Broadway Avenue Park

RECOMMENDATION: Remove No Parking signs along this stretch of road

BRIEF JUSTIFICATION: Deletion of previously existing ordinance for new No Stopping restriction of be adopted

LOCATION: BROADWAY AVENUE/WEST, SAYVILLE

REGULATION: Existing – No parking restriction from 75 feet north of the Islip Grange entrance to 75 feet south of the Islip Grange entrance

RECOMMENDATION: Remove No Parking signs along this stretch of road

BRIEF JUSTIFICATION: Deletion of previously existing ordinance for new No Stopping restriction of be adopted

LOCATION: CROOKED HILL ROAD (CR 13)/EAST, BRENTWOOD

REGULATION: Existing – No stopping restriction from Wicks Road (CR 7) north for 45 feet

RECOMMENDATION: Remove No Stopping signs along this stretch of road

BRIEF JUSTIFICATION: In accordance with a Suffolk County Road Improvement Project

LOCATION: CROOKED HILL ROAD (CR 13)/EAST, BRENTWOOD

REGULATION: Existing – No stopping restriction from 45 feet north of Wicks Road (CR 7) to Community College Drive (CR 106) feet

RECOMMENDATION: Remove No Stopping signs along this stretch of road

BRIEF JUSTIFICATION: In accordance with a Suffolk County Road Improvement Project

TRAFFIC CODE AMENDMENT SUMMATIONS

LOCATION: BROADWAY AVENUE/WEST, SAYVILLE

REGULATION: None

RECOMMENDATION: Install "No Stopping" signs from Versa Place to Montauk Highway

BRIEF JUSTIFICATION: Eliminate on-street parking adjacent to Broadway Avenue Park, which is creating congestion along this length of road

LOCATION: CROOKED HILL ROAD (CR 13)/EAST, BRENTWOOD

REGULATION: None

RECOMMENDATION: Install "No Stopping" signs from Wicks Road (CR 7) to Community College Drive (CR 106)

BRIEF JUSTIFICATION: In accordance with a Suffolk County Road Improvement Project

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 13

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to enter into a contract with Best Climate Control Corp., for DPW 2-2024, Burner/Boiler Repair and Service Contract.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23, 2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Thomas Owens

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN of ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTION: All items for Town Board action must be accompanied by a sponsor's memorandum which shall be the covering document for all agenda submissions. All items should be reported to the Deputy Supervisor no later than 12 days prior to the scheduled meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have been passed or denied by the Board.

To authorize the Supervisor to enter into a contract with Best Climate Control Corp., 760 Koehler Avenue, Suite 4, Ronkonkoma, New York 11779 for DPW 2-2024, Burner/Boiler Repair and Service Contract. The length of this contract is from date of contract execution to December 31, 2026 with an additional one (1) extension at the Town's option.

Best Climate Control Corp. submitted the lowest dollar bid of \$30,000.00.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Town of Islip
2. Site or location effected by resolution: Various Locations
3. Cost: \$30,000.00
4. Budget Line: A 1630.44300
5. Amount and source of outside funding:

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

Type 1 action under 6 NYCRR, Section 617.4(b), number _____ . Full EAF required.

Type 2 action under 6 NYCRR, Section 617.5(c), number 26 . SEQR review complete.

Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.

Signature of Commissioner/Department Head Sponsor

Form A-8/85 GWM

1/3/2024
Date

WHEREAS, the Town of Islip Department of Public Works has solicited competitive bids for DPW 2-2024, Burner/Boiler Repair and Service Contract; and

WHEREAS, sealed bids were opened on December 28, 2023 and Best Climate Control Corp., 760 Koehler Avenue, Suite 4, Ronkonkoma, New York 11779 submitted the lowest bid of \$30,000.00; and

WHEREAS, Best Climate Control, Corp. has been determined to be a responsible bidder, and

WHEREAS, the length of this contract is from date of contract execution to December 31, 2026 with an option to extend for an additional one (1) year period at the sole discretion of the Town Board; and

WHEREAS, the Commissioner of Public Works, Thomas Owens, recommends the approval of this resolution; and

NOW THEREFORE, on a motion of Council _____, by Council _____, be it

RESOLVED, that the Supervisor is hereby authorized to execute a contract with Best Climate Control Corp. for DPW 2-2024, “Burner/Boiler Repair and Service Contract,” and be it further

RESOLVED, that the Comptroller is hereby authorized to make the accounting entries necessary to amend the budget in accordance with the terms of the contract.

Upon a vote being taken, the result was:

DPW 2-2024
BURNER/BOILER REPAIR AND SERVICE CONTRACT

BIDDERS	AMOUNT
Best Climate Control Corp. 760 Koehler Avenue Suite 4 Ronkonkoma, NY 11779	<u>\$30,000.00</u>
Ultimate Power, Inc. 45 Nancy Street West Babylon, NY 11704	<u>\$39,500.00</u>
Traditional Air Conditioning, Inc. 32 East Carl Street Hicksville, NY 11801	<u>\$71,200.00</u>

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 14

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to execute an intermunicipal agreement with Nassau County for use and access to the Town of Islip Rifle, Pistol, and Archery Range by the Nassau County Sheriff's Department.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23, 2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Thomas Owens

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: The Resolution authorizes the Supervisor to execute an intermunicipal agreement with Nassau County for use and access to the Town of Islip Rifle, Pistol, and Archery Range by the Nassau County Sheriff's Department, at the rate of \$450.00 per day for a term of three years, the form and content of which shall be subject to the approval of the Town Attorney.

SPECIFY WHERE APPLICABLE:

Entity or individual benefitted by resolution: Nassau County Sheriff's Department, 100 Carmen Avenue, East Meadow NY 11554

Site or location effected by resolution: Town of Islip Rifle, Pistol, and Archery Range, 200 Freeman Avenue, Islip, NY 11751

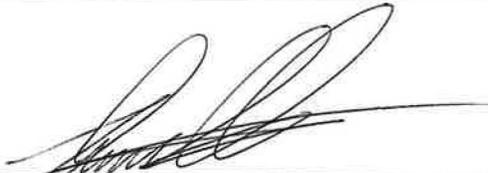
Cost: N/A – Sheriff's Department will pay the Town \$450.00 per day

Budget Line: A2011.1

Amount and source of outside funding: NA

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5©, number 26. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-



Signature of Commissioner/Department Head Sponsor:

1/8/2024
Date:

WHEREAS, the Nassau County Sheriff's Department, having its principal office at 100 Carman Avenue, East Meadow, New York 11554, has requested permission to utilize the Town of Islip Rifle, Pistol, and Archery Range located at 200 Freeman Avenue, Islip New York 11751 ("the Range"), for the rate of \$450.00 per day for a term of three years; and

WHEREAS, the Town has determined that granting such request would be in the best interest of the public and is amenable to granting the request, provided that the parties agree on the dates of use by the Sheriff's Department; and

WHEREAS, the parties are authorized, pursuant to both Article 9, §1 of the New York State (the "State") Constitution and article 5-G of the General Municipal Law to enter into intergovernmental agreements; and

WHEREAS, the Range will not be open to the public for each date of use by the Nassau County Sheriff's Department;

NOW, THEREFORE, on motion of Councilperson _____, seconded by Councilperson _____, be it

RESOLVED that the Supervisor is hereby authorized to execute an Intermunicipal Agreement with Nassau County for use of and access to the Range by the Nassau County Sheriff's Department, at the rate of \$450.00 per day for a term of three years, the form and content of which shall be subject to the approval of the Town Attorney; and be it further

RESOLVED, that the Comptroller is hereby authorized to make the accounting entries necessary to amend the budget in accordance with the terms of the agreement.

Upon a vote being taken, the result was _____.

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 15

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

**Appointment of Gail Prudenti, Esq. to serve as Chairwoman of the
Town of Islip Ethics Board.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Michael P. Walsh, Esq.

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

Appointment of Gail Prudenti, Esq. to serve as Chairwoman of the Town of Islip Ethics Board.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Townwide
 2. Site or location effected by resolution: Townwide
 3. Cost: n/a
 4. Budget Line: n/a
 5. Amount and source of outside funding: n/a
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 26. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-

Signature of Commissioner/Department Head Sponsor

Date

January 23, 2024
Resolution# 15

WHEREAS, pursuant to Chapter 14, "Code of Ethics and Financial Disclosure Law" of the Islip Town Code, the Town Board is authorized to appoint members to fill an unexpired term on said Board, which term shall be at the discretion of the Town Board; and

WHEREAS, a vacancy exists on the Town of Islip Board of Ethics as a result of the resignation of Chairman Nicholas Campasano, Esq., and

WHEREAS, Gail Prudenti, Esq. possesses the necessary expertise to serve on said Board, and

WHEREAS, the Town Board wishes to appoint Gail Prudenti to fill the unexpired term on the Town of Islip Ethics Board.

NOW, THEREFORE, on a motion of _____, seconded by _____ be it

RESOLVED, that Gail Prudenti, Esq. is hereby appointed to serve as Chairwoman of the Town of Islip Ethics Board to fill the unexpired term of the former Chairman, Nicholas Campasano, Esq.

Upon a vote being taken, the result was:

GAIL PRUDENTI

Former Chief Administrative Judge of the Courts of NYS
Former Dean, Maurice A. Deane School of Law at Hofstra University

Partner, Burner Prudenti Law, P.C.
12 Research Way, East Setauket, NY 11733

Founding Member, Mediation Solutions NY, LLC
1377 Motor Parkway – Suite 204
Islandia, NY 11749

EDUCATION

Bachelor of Laws: University of Aberdeen, Aberdeen, Scotland, United Kingdom

Bachelor of Arts: Marymount College of Fordham University, Tarrytown, NY

EXPERIENCE

Burner, Prudenti Law, P.C., East Setauket, NY

- Partner
Specializing in Trusts and Estates Law and Guardianships

Maurice A. Deane School of Law, Hempstead, NY

- Dean
Interim Dean
- Executive Director, Center for Children, Families and the Law
- Senior Associate Dean of Operations
- Special Advisor to the Dean

Reported to Hofstra University President, responsible for overseeing all facets of administration and operation of Hofstra Law with approximately 830 full- and part-time students, 41 full-time professors, 10 visiting professors, 96 adjunct professors, 75 administrators and staff, and more than 13,000 alumni.

Determined strategic vision for the Law School. Developed and implemented new programs and initiatives designed to enhance the Law School's prestige and standing, inspire the Law School community to pursue excellence in research, teaching and practice, expand the inclusive and diverse learning community, and motivate and mentor the students to reach their full potential as future

GAIL PRUDENTI

attorneys, legal professionals and citizens of the world. Raised resources for fulfilling the mission of the school and identified new sources of revenue. Consulted with the faculty in designing academic programs and encouraging and recognizing excellence in teaching and scholarship. Developed new partnerships and relationships in the state of New York and locally. Deepened and enlarged connections with alumni. Worked collaboratively with University senior leadership to advance Law School and University-wide initiatives, develop interdisciplinary programming that increases academic excellence and create new opportunities for students, and improve the University's and Law School's reputations nationally and globally.

SELECT STRATEGIC ACCOMPLISHMENTS AS DEAN

Improved Student Quality and Success

- Increased quality of credentials for entering class, with median GPA and median LSAT scores rising annually: median GPA increased to 3.58, bottom quartile GPA to 3.26, top quartile GPA increased to 3.75; median LSAT score improved by 5 points to 156 and bottom quartile LSAT score by 6 points to 152 [REDACTED]
- Increased the applicant pool by 72% in first year as dean, and maintained applicant pool each year.
- Instituted mandatory bar exam preparatory program. Revamped the Office of Academic Success to offer frequent skills workshops and counsel upper-level students on refining analytical and writing skills. The Law School has created two new courses to assist at-risk students for the rigors of the bar exam: Legal Methods and Approaches to Legal Writing and Analysis.
- Improved rate of employment of students at time of graduation from 41.9% to 67.4%, and at 10 months after graduation from 79.8% to 83.5% in the gold-standard jobs category.

Developed Signature Focus on Technology and Legal Education

- Enhanced and increased legal technology learning opportunities by sponsoring Legal Tech Boot Camp, and launching new tech courses such as Introduction to Cybersecurity and Law, Evidence with Trial Technology, Introduction to E-Discovery, Artificial Intelligence and the Law, and Introduction to Blockchain and Law.
- Secured over \$350K towards technology upgrades and oversaw the redesign of the Law School's "Courtroom of the Future" with the latest advancements in courtroom technology.
- Created Dean's Legal Tech Fellowship Program for law and engineering students to work on artificial intelligence projects in the Law, Logic & Technology Research Lab.
- In October 2022, Hofstra Law will host a National Legal Innovation Tournament with the New York State Bar Association and Hofstra's School of Engineering and Institute of Innovation and Entrepreneurship.
- Quickly adapted to virtual and hybrid teaching during the Pandemic with upgraded lecture capture technology in all classrooms, and modernized classrooms, student lounge, and public event spaces. Provided technology training and ongoing support to faculty, enabling excellent remote instruction and the successful implementation of remote examinations.

GAIL PRUDENTI

Launched Capital Campaign, Identified New Resources for Fundraising and Raised Funds for Scholarships

- Launched major capital campaign in conjunction with Law School's 50th Anniversary – only the second in the Law School's history – with total fundraising of over 23.6M, far exceeding the initial goal of \$12.5M.
- Engaged in on-going outreach to nurture relationships with and garner support from various industries and foundations unrelated to Hofstra Law, who value the resources the Law School can offer. These efforts have resulted in an increase in grants by more than \$2M in the last three years, including a \$360K grant from the Tortora Sillcox Foundation to support the Deportation Defense Clinic, and four annual grants of \$25K each from the AHRC, with additional support in kind through the Long Island Real Estate Group (LIREG) and others.
- Increased student support to more than 200 named scholarships and fellowships.

Created New Revenue Streams

- Brought the Hofstra University Paralegal Program into the Law School in 2021. Enrolled 107 students in the program, exceeding 100 student goal.
- The Law School brought its online MA and LLM programs in Health Law & Policy fully in-house.

Served as a Catalyst for Expanding Diversity, Equity and Inclusion

- Established the Committee on Diversity, Equity and Inclusion, comprised of diverse faculty and administrators, mandated to increase diversity and inclusion on campus through expanded programming, conferences and symposia, the active recruitment of diverse faculty, and by providing forums for student engagement. Members of the Committee have collaborated within the Law School and with other institutions in developing important programming on racial justice.
- In 2022, the Law School promoted three racially diverse administrators, including one to the role of Assistant Dean.
- Instituted changes in the Office of Enrollment Management regarding diversity recruitment strategy, and in the process of hiring new faculty, administrators and staff.
- Launched the Inaugural Diversity Mentorship Program, which included 70 alumni mentors and law student mentees.
- Established the Phillip Randall Scott, Esq. Internship program at National Grid for diverse Hofstra Law students.
- Formed the Student Bar Association's DEI Committee to create programming through the Workplace Empowerment Series which focuses on providing alumni of color panels in different areas of law for affinity group student members.
- Created library webpages dedicated for research on LGBTQIA, racial justice, and people with disabilities, as well as a Black History Month page of resources.
- Increased the number of student affinity groups, which now include: Asian Pacific American Law Student Association; Black Law Student Association; Latino/a American Law Student Association; Muslim Law Student Association; OUTLaw; Social Justice Alliance; South Asian Law Student Association; and Women of Color Collective
- Hosted 20 DEI-related and sponsored events during AY [REDACTED]
- Supported the inauguration of the Long Island Legal Diversity Fellowship Program organized by Hofstra Law and a leading Long Island law firm, through which a select group of diverse

GAIL PRUDENTI

1L students from the three Long Island based law schools are employed in the summer by participating Long Island firms.

- Forged a partnership with Nassau County District Attorney (NCDA) Madeline Singas, and the Hofstra Law Committee on Diversity, Equity and Inclusion to review and analyze the NCDA Office's charging documents and dispositions to identify racial disparity and bias.
- Recruited Judge Fern Fisher to serve as Special Assistant for Social Justice Initiatives to the Dean, and has made recruiting diverse faculty a priority, inspiring the hiring of at least three other diverse faculty members.
- Nurtured Hofstra Law's strong alliance to the Nassau County Women's Bar Association and the Suffolk County Women's Bar Association, offered support and mentorship to countless women students and lawyers. Honored the achievements of women in the law through the establishment of the annual Outstanding Women in the Law event and hosted the 5th Annual Outstanding Women in Law Garden Party [REDACTED], with special guest speaker Secretary Hillary Rodham Clinton.

Created Practice-Ready Academic Programs Which Support the Community

- Oversaw the 2018 creation and ongoing operations of the Hofstra Northwell Medical-Legal Partnership, which offers pro bono legal services to underserved patients at Northwell, including focus on cross training of professionals, funded through a \$512K grant from the Nassau-Queens Performing Provider System.
- Oversaw the integration, staffing and continuing operations of the Wilbur F. Breslin Center for Real Estate Studies, which became a part of the Law School in 2019, and serves as an educational hub for students and the Long Island real estate community, offering numerous legal conferences, webinars and other real-estate related events, and partnering with LIREG to offer an introduction to real estate practice course, which covers the interrelationship between municipal real estate law and the Long Island development community.
- Established new access to justice clinics and programs such as the Deportation Defense Clinic and the Robert W. Entenmann Veteran's Law Clinic.
- Expanded various pro bono opportunities at the Law School, including the founding of the *Pro Se* Legal Assistance Program, in the U.S District Court for the Eastern District of New York in Central Islip.
- Advocated to bring the Hofstra University Paralegal Program into the Law School in 2021, which offers another opportunity for Hofstra Law to serve the Long Island legal community through the education of much needed paralegal talent.
- Launched the Legal Hand Call-In Center serving Nassau and Suffolk Counties.

Improved Reputation of the Law School and Engendered Increased Alumni Engagement and Support

- Created resources to evaluate areas to improve ranking of Law School in U.S. News & World Report, and additionally promoted the Law School's external reputation by hosting U.S. Supreme Court Justices Sonia Sotomayor and Stephen Breyer, and by arranging for the New York Appellate Division, Second Department to hold special sittings at the Law School.
- National Recognition: *preLaw Magazine* named Hofstra Law as one of 25 "Most Innovative Law Schools," and the White House recognized Hofstra Law as one of 99 law schools helping to fight the eviction crisis.

GAIL PRUDENTI

- Developed new centers of excellence and interdisciplinary programs with Hofstra's graduate schools.
- The Law School hired and promoted 5 new full-time members for the 2022-23 academic year.
- Hofstra Law faculty ranked 63 nationally among law school faculties for its scholarly impact, which is calculated based on law journal citations.
- Increased alumni engagement through extensive outreach, better communication to inform alumni of positive developments at the Law School, and by organizing events to celebrate and give back to alumni.

Supported Faculty Scholarship and Research

- Created new role of Reference and Scholarly Initiatives Librarian to promote and maximize visibility of faculty scholarship.
- Expanded library services including the addition of databases to provide in-depth legislative research, legal news, remote access, and a *habeas corpus* listserv.
- Promoted the Faculty Workshop Series, which invites legal scholars from other schools to present to the faculty, and supports the faculty in visiting other institutions to present their research.
- Expanded the scholarly presentations of Centers and the number of CLE programs offered to alumni and the legal community.

SELECT STRATEGIC ACCOMPLISHMENTS AS EXECUTIVE DIRECTOR OF THE CENTER FOR CHILDREN, FAMILIES AND THE LAW (CCFL)

Created Programs to Support the Community and Student Learning

- Established the Mediation Project for Divorcing and Separating Parents, which offers interdisciplinary assistance to families in transition, as well as mediation of custody disputes, and offers assistance with financial problems.
- Oversaw creation of the Family Law Practicum/Mediation Project, a joint endeavor of the Law School's CCFL and Hofstra University's Psychology Department, through which law students and doctoral psychology students are trained to provide mediation services to select parents who have minor children and are referred by the court system.
- Launched and co-teach the 17-A Guardianship Project, now in its fourth year, an interdisciplinary program with the Nassau County AHRC Foundation, in which law students, under supervision, assist families in need by petitioning the Surrogate's Courts in Nassau and Suffolk Counties for the appointment of guardians for developmentally delayed youth.
- Established the Navigator Program, which enables students to assist and provide legal information to select unrepresented litigants in the Nassau County Supreme Court Matrimonial Center.

GAIL PRUDENTI

Promoted Scholarship

- Oversaw the Sidney and Walter Siben Distinguished Professorship in Family Law annual lecture/conference series featuring leading scholars from law schools across the United States and promoting scholarly research, conferences and publications in the field of family law.
- Oversaw the student editorial staff for the *Family Court Review*, a peer-reviewed, international, interdisciplinary, quarterly journal, and the leading interdisciplinary academic and research journal for family law professionals, which is published in conjunction with the Association of Family and Conciliation Courts (AFCC).

Instituted Programmatic Changes to Improve Student Experience

- Revamped the Child and Family Advocacy Fellowship to ensure faculty and staff of the CCFL provide Fellows with mentoring and professional development opportunities throughout all three years of law school, including attendance at various program events, and participation in CCFL public service projects and experiential opportunities.

Raised Capital

- Led fundraising efforts for continuing operations of CCFL such as the creation, planning and orchestration of the Outstanding Women in Law Annual Awards and Dinner Gala, which celebrates select women in the law who have made meaningful and inspiring contributions to the legal community. Raised over \$100K in a single event each year.

JUDICIAL EXPERIENCE

- Chief Administrative Judge, New York State Unified Court System, Office of Court Administration [REDACTED]
Appointed, pursuant to Article VI, Section 28(a), of the New York State Constitution, by Chief Judge Jonathan Lippman, with the advice and consent of the Administrative Board of the Courts, New York State Unified Court System, Office of Court Administration.
- Presiding Justice, Supreme Court of the State of New York, Appellate Division, Second Judicial Department [REDACTED]
As Presiding Justice, led the Appellate Court, and was also responsible for serving as the Department's Chief Administrator, overseeing the operations of ancillary court functions.
- Associate Justice, Supreme Court of the State of New York, Appellate Division, Second Judicial Department [REDACTED]
- Justice, Supreme Court of the State of New York, Tenth Judicial District (ran concurrent with Chief Administrative Judge and Presiding Justice appointments) [REDACTED]
- Acting Justice, Supreme Court of the State of New York, Guardianship Part, Supreme Court, Suffolk County [REDACTED]

GAIL PRUDENTI

- Surrogate, Surrogate's Court, Suffolk County
- Acting Justice, Supreme Court of the State of New York, Tenth Judicial District
- Justice, Supreme Court of the State of New York, Tenth Judicial District
- Dedicated Matrimonial Part, Supreme Court, Suffolk County

SELECT JUDICIAL ACCOMPLISHMENTS

As Chief Administrative Judge:

Administered the NYS Court System

- In capacity as Chief Administrative Judge, and by constitutional delegation from the Chief Judge, oversaw the administration and operation of a court system with a budget of more than two billion dollars, 1,200 state-paid judges, 2,300 town and village judges, and over 15,000 non-judicial personnel in 350 court locations around the state. Assisted the Chief Judge in shaping a strategic vision for the court system and in developing and implementing new projects and initiatives designed to advance the quality of justice in New York.
- Managed the crisis of the Unified Court System, which dealt with budgetary constraints and handled a major administrative challenge.
- Determined, in collaboration with the Presiding Justices, the annual assignment of over 1,200 justices and judges in the trial courts of the State of New York.
- Acted as final authority on all administrative actions and services in the New York State Unified Court System, including human resource administration (recruitment, hiring, training, discipline and termination), employee relations (grievances and labor/management agreements), information technology, public safety and fiscal management (revenue collection, purchasing and budget development/oversight).

Facilitated Collaboration

- Worked collaboratively with leaders in the Executive and Legislative Branches of government to further the interests of the Judiciary and promote good inter-governmental relations. Coordinated the Judiciary's annual legislative program, which enacts new laws to enhance the administration of justice both procedurally and substantively.

Procured and Managed Funding to Support Needed Initiatives

- Served as the sole signatory and oversaw the design and development of all applications for federal, state and other grants sought and disbursed in support of the New York State courts, thereby securing millions of dollars annually to fund new and ongoing initiatives, including the creation and integration of numerous problem-solving courts, including drug courts, domestic violence and integrated domestic violence courts, mental health and veteran's courts.

GAIL PRUDENTI

As Presiding Justice of the Appellate Division, Second Judicial Department:

Led the Second Department Court System

- Led one of the busiest appellate courts in the United States, processing over 4,000 appeals and 14,000 motions/applications annually. Oversaw the day-to-day management of New York State's most heavily populated judicial department (containing over half the state's population) and was responsible for the operations of the Appellate Division, Appellate Term and six auxiliary agencies, including the deployment of 21 Associate Justices, 10 Justices of the Appellate Term, 500+ non-judicial employees and the administration of an annual budget of \$66.5M.
- Determined, in collaboration with the Chief Administrative Judge, the annual assignment of over 500 justices and judges in the trial courts of the Second Judicial Department.
- Served on the five-member Administrative Board of the Courts, the Judiciary's primary decision-making body, which establishes statewide standards, practices, rules and administrative policies for the New York State Unified Court System.

Created Initiatives to Promote Justice

- Appointed a 30-member panel, known as the Krausman Committee, to review the policies and procedures of the Departmental Committees on Character and Fitness, Grievance Committees and the Appellate Division resulting in a wide range of substantive changes designed to streamline and improve the process of admission, discipline and reinstatement of attorneys in the Second Judicial Department.
- Convened the Guardianship Task Force to examine the practices of the guardianship parts throughout the Second Judicial Department. Established the Committee to Expedite Family Court Appeals to identify why appeals taken from the Family Court were not perfected in a timely manner. Created the Mental Health Professionals Panel, in partnership with the First Judicial Department, to ensure that judges and parties in court proceedings have access to licensed social workers, psychologists and psychiatrists whose credentials have been certified.
- Developed the Article 81 Project to assure that indigent persons, who are the subject of guardianship proceedings, are properly represented and protected by expanding the role and availability of the Mental Hygiene Legal Service throughout the Second Judicial Department.

Enhanced Technology

- Initiated a major overhaul and modernization of the Appellate Division's computer operations and case management system, including enhancement of the court's website to provide electronic access to its decisions and calendars.

As District Administrative Judge of Suffolk County:

Managed the Tenth Judicial District Court System

- Supervised the operations of all courts and court-related agencies in a large judicial district (Tenth Judicial District - Suffolk County), including the Supreme, County, Family, District and Surrogate's Courts, as well as the Jury and Law Librarian Programs, comprised of 78 judges, over 1,100 non-judicial employees and a budget of \$74.1M.

GAIL PRUDENTI

Facilitated Collaboration

- Forged strategic partnerships with a variety of government leaders in the County of Suffolk, including the County Executive, District Attorney, County Attorney, Director of Probation, Sheriff, and Police Commissioner, to foster interagency cooperation and coordinate major initiatives impacting the criminal justice and legal community.

Created Initiatives to Promote Justice

- Eliminated the backlog of matrimonial judgments waiting to be signed in the Supreme Court from six (6) months upon submission to less than one (1) month. Cleared backlog of over 900 cases in the Law Department of the Supreme Court. Instituted a series of new initiatives in the criminal courts of Suffolk County, including the creation of specialized parts, the expedited treatment of violations of probation and the reassignment of judges and support staff to critical areas, resulting in a substantial reduction of backlogged cases.
- Opened the specialized Domestic Violence Court in the District Court of Suffolk County in order to enhance victim safety, increase the accountability of offenders, and eliminate repeat offenses. Planned the creation of the Juvenile Drug Treatment Court in the Family Court of Suffolk County to target youth with substance abuse problems and provide them with early intervention and a coordinated delivery of social services. Planned the creation of the Adoption and Permanency Planning Court in the Family Court of Suffolk County to expedite all adoptions in the County.

LEGAL EXPERIENCE

- Partner, Burner Prudenti Law, P.C.
- Founding Member, Mediation Solutions of NY, LLC
- General Practitioner, Emphasis upon Trusts and Estates
- Assistant District Attorney, Suffolk County District Attorney's Office
- Law Clerk, Suffolk County Surrogate's Court

RECENT AWARDS AND HONORS

- Honoree, Most Dynamic Women Leaders, Long Island Business News 
- Honoree, Long Island Business Influencers in Law, Long Island Business News 

GAIL PRUDENTI

- Recipient of Suffolk County Bar Association's Lifetime Achievement Award [REDACTED]
- Selected as a Long Island Business News ("LIBN") Top 50 Most Powerful Women [REDACTED]
- Selected as a LIBN Power 25 in Law [REDACTED]

SELECT PROFESSIONAL MEMBERSHIPS

- *Law and Safety Committee Chair*, Transition Team, Suffolk County Executive-Elect, Edward Romaine, [REDACTED]
- *Member, Board of Directors*, AHRC Nassau Foundation, [REDACTED]
- *Member*, New York State COVID-19 Recovery Task Force established in partnership with the York State Bar Association and New York State Unified Court System, to oversee the pro bono network of lawyers who will be assisting New Yorkers suffering from the pandemic, 2020 to present
- *Member*, Executive Board of the Long Island Real Estate Group (LIREG), 2020 to present
- *Member*, Task Force on New York State Bar Exam/Uniform Bar Exam, New York State Bar Association, [REDACTED]
- *Member*, Board of Directors of BankUnited, Inc., [REDACTED]
- *Member*, Advisory Board for the Paralegal Program, Hofstra University, [REDACTED]
- *Member*, Independent Reconciliation and Compensation Program (IRCP), Diocese of Rockville Centre, [REDACTED]
- *Member*, Long Island Advisory Committee of ProBono Partnership, [REDACTED]
- *Honorary Chair*, Joint Task Force of Nassau and Suffolk County Bar Associations, to explore the feasibility of creating a fifth judicial department to hear and decide appeals from courts of Long Island, [REDACTED]
- *Member*, Nassau County Judicial Committee on Women in the Courts, [REDACTED]
- *Member*, Advisory Council, Long Island Alzheimer's Foundation, [REDACTED]

GAIL PRUDENTI

- *Chair*, NYS Permanent Judicial Commission on Justice for Children, [REDACTED]
- *Member*, Judicial Restoration of Parent Education in New York State (JUROPE), [REDACTED]
- *Member*, New York State Permanent Commission on Access to Justice, [REDACTED]
- *Chair*, Commission on Statewide Attorney Discipline, [REDACTED]
- *Member*, Advisory Committee on the Uniform Bar Examination, November, [REDACTED]

PERSONAL NOTES

- Married to Robert J. Cimino, Esq.
- Enjoys Architecture and Design, Jewelry Design, Travel and Reading on Vacation, Spending Time with Family

Detailed in accompanying Curriculum Vitae:

Professional Presentations, Professional Publications, Honors and Awards, Leading Judicial Cases, Professional Memberships and Committee Appointments

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 16

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

**Re-appointment of Christopher Nicolia to serve as a member of the
Zoning Board of Appeals.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Michael P. Walsh, Esq.

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

Appointment of Christopher Nicolia to serve as a member of the Zoning Board of Appeals.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Town of Islip
 2. Site or location effected by resolution: n/a
 3. Cost: n/a
 4. Budget Line: n/a
 5. Amount and source of outside funding: n/a
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____ . Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 26 . SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-

Signature of Commissioner/Department Head Sponsor

Date

January 23, 2024
Resolution No. 16

WHEREAS, pursuant to Town Law Section 267 the Town Board is authorized to appoint members to the Zoning Board of Appeals; and

WHEREAS, the Town Board recognizes that Christopher Nicolia has been ably performing the duties of a member of the Board of the Zoning Board of Appeals and desires to reappoint him to the Board for an additional (5) five years;

NOW, THEREFORE on motion of _____,
seconded by _____, be it

RESOLVED, that Christopher Nicolia is hereby reappointed as a member of the Zoning Board of Appeals for a five year term, ending December 31, 2028.

Upon a vote being taken, the result was:

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 17

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to enter into an agreement with Hera Property Registry, LLC. to manage the Town's Mortgage-in-Default Registry and Ordinance Enforcement for properties within the Town of Islip.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23, 2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Jeffrey Panasci, Esq.

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

To secure a new vendor to manage the Town of Islip's Mortgage-in-Default Registry and Ordinance Enforcement.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Town of Islip
 2. Site or location effected by resolution: Townwide
 3. Cost: No upfront cost to Town of Islip (chosen vendor collects 50% of each registration fee and 20% of all penalties/late fees)
 4. Budget Line: N/A
 5. Amount and source of outside funding: N/A
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 26. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-

Signature of Commissioner/Department Head Sponsor

Date

Date: January 23, 2024
Resolution #17

WHEREAS, a Request for Proposals (“RFP”) was advertised by the Town of Islip entitled “Request for Proposal to Manage the Town of Islip’s Mortgage-in-Default Registry and Ordinance Enforcement”, seeking a qualified firm to develop and maintain both an ordinance and a registry for properties within the Town of Islip that have defaulted mortgages; and

WHEREAS, two (2) property registry firms submitted a response to the RFP (see attachment “A”); and

WHEREAS, a review committee (the “Committee”) was formed of representatives from various town departments to review all proposals received in response to the RFP; and

WHEREAS, the Committee conducted a comprehensive review of all proposals received and recommends that a professional service agreement be entered into with Hera Property Registry, LLC to provide the requested services of developing and maintaining an ordinance and mortgage-in-default registry; and

WHEREAS, Hera Property Registry, LLC, which received the highest allotment of points pursuant to the rating system outlined in the Town’s RFP, has been determined to be a responsible proposer who has the necessary qualifications and experience to conduct the work required by the RFP; and

WHEREAS, the cost of the agreement is 50% of each registration fee collected and 20% of all penalties and late fees, with all fees to be paid by the servicers/lenders of the properties with mortgages in default, resulting in no cost to the Town of Islip.

NOW, THEREFORE, on motion of _____, seconded by _____, be it

RESOLVED, that the Supervisor is hereby authorized to execute an Agreement with Hera Property Registry, LLC to provide the requested services of developing and maintaining an ordinance and mortgage-in-default registry for a term of the period of the time of Contract acceptance through December 31, 2024, with an option, at the discretion of the Town for two (2), two (2) year renewals, the terms of which agreement shall be subject to the approval of the Islip Town Attorney.

Upon a vote being taken, the result was _____.

Attachment "A"

FIRM	POINTS
Hera Property Registry, LLC	70
Avenue Insights and Analytics	60

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 18

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Town Clerk to advertise for a Public Hearing to consider amending the Official Map of the Town of Islip by deleting a portion of Sylvan Avenue in Bayport.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23, 2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Michael P. Walsh, Esq.

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN of ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All items for Town Board action must be accompanied by a sponsor's memorandum which shall be the covering document for all agenda submissions. All items shall be reported to the Deputy Supervisor no later than 12 days prior to the scheduled meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

To authorize the Town Clerk to advertise for a ~~Public Hearing~~ pursuant to Sec. 172 NYS Highway Law to ~~consider changing the Official Map of the Town of Islip by deleting a portion of Sylvan Avenue, Bayport, Suffolk County, New York adjoining Suffolk County Tax Lot 0500-239.00-04.00-006.002.~~ The described portion of road has been discontinued and abandoned by Order of the Superintendent of Highways dated 12/12/2023, which Order was filed in the Office of the Town Clerk on 1/2/2024.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: TOI & One Thousand Sylvan LLC/Brook Ave. LLC
2. Site or location effected by resolution: Sylvan Avenue, Bayport, NY
3. Cost: N/A
4. Budget Line: N/A
5. Amount and source of outside funding:

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____ . Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 23.33 . SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.

Signature of Commissioner/Department Head Sponsor

Date:

*OK
agc*

**NOTICE OF PUBLIC HEARING ON PROPOSED CHANGE
IN OFFICIAL MAP OF THE TOWN OF ISLIP**

NOTICE IS HEREBY GIVEN that the Town Board of the Town of Islip will hold a Public Hearing on Tuesday, February 13, 2024 at 2:00 P.M. at 655 Main Street, Islip, New York 11751 on a proposal to change the Official Map of the Town of Islip by deleting a portion of Sylvan Avenue, Bayport, Suffolk County, New York. The format of this meeting is subject to change, attendees should check the Town website for instructions prior to the date of the meeting.

The Town Board Meeting will be held electronically via Live Stream. Members of the public may view the Town Board meeting via Live Stream by visiting the Town of Islip's website at <http://islipny.gov> or by visiting the Town of Islip's YouTube Channel at <http://www.youtube.com/user/townofislip>.

ALL that certain plot, piece or parcel of land situate, lying and being in Bayport, Town of Islip, County of Suffolk and State of New York bounded and described as follows:

BEGINNING at a point on the northerly side of Rajon Road, at the westerly end of a curve connecting the northerly side of Rajon Road and the westerly side of Sylvan Avenue (Spence Avenue);

RUNNING THENCE along the arc of a curve, bearing to the left, having a Radius of 25.00 feet, a length of 39.43 feet to the westerly side of Sylvan Avenue (Spence Avenue);

THENCE along the westerly side of Sylvan Avenue (Spence Avenue) , North 01 degrees 14 minutes 47 seconds West, 255.32 feet to the southerly side of Nicolls Road (C.R. 97);

THENCE along the southerly and westerly sides of Nicolls Road (C.R. 97), the following two (2) courses and distances:

1. North 88 degrees 45 minutes 11 seconds East, 66.00 feet;
2. South 01 degrees 14 minutes 47 seconds East, 280.86 feet;

THENCE South 89 degrees 05 minutes 03 seconds West, 91.15 feet POINT OR PLACE OF BEGINNING.

Said parcel containing 18,660 square feet more or less.

NOTICE IS FURTHER GIVEN that any person who needs accommodations to access the meeting should contact Constituent Services at (631) 224-5380.

Dated: _____, 2024

By Order of Town Board of Town of Islip

LINDA D. VAVRICKA TOWN
CLERK TOWN OF ISLIP

WHEREAS, on January 2, 2024 an Order was filed by Thomas Owens, as Superintendent of Highways, with the Islip Town Clerk pursuant to Section 172 of the NYS Highway Law, discontinuing and abandoning a portion of a Town street appearing on the Official Map of the Town of Islip as Sylvan Avenue, in the Hamlet of Bayport, which portion of said street is adjacent to Suffolk County Tax Map Lot designated as District 0500 Section 239.00 Block 04.00 Lot 006.002 owned by One Thousand Sylvan LLC and Brook Avenue LLC; and

WHEREAS, in order for this portion of roadway to be added to the aforementioned adjoining Tax Lot, it is incumbent upon the Town Board to effectuate a change in the Official Map by deleting said abandoned portion of roadway from it; and

NOW, THEREFORE, on motion of Councilperson _____, seconded by Councilperson _____,

BE IT RESOLVED that the Town Clerk is hereby authorized to advertise for a Public Hearing to consider a change to the Official Map of the Town of Islip by deleting the following described portion of Sylvan Avenue, Bayport from said map:

ALL that certain plot, piece or parcel of land situate, lying and being in Bayport, Town of Islip, County of Suffolk and State of New York bounded and described as follows:

BEGINNING at a point on the northerly side of Rajon Road, at the westerly end of a curve connecting the northerly side of Rajon Road and the westerly side of Sylvan Avenue (Spence Avenue);

RUNNING THENCE along the arc of a curve, bearing to the left, having a Radius of 25.00 feet, a length of 39.43 feet to the westerly side of Sylvan Avenue (Spence Avenue);

THENCE along the westerly side of Sylvan Avenue (Spence Avenue), North 01 degrees 14 minutes 47 seconds West, 255.32 feet to the southerly side of Nicolls Road (C.R. 97);

THENCE along the southerly and westerly sides of Nicolls Road (C.R. 97), the following two (2) courses and distances:

1. North 88 degrees 45 minutes 11 seconds East, 66.00 feet;
2. South 01 degrees 14 minutes 47 seconds East, 280.86 feet;

THENCE South 89 degrees 05 minutes 03 seconds West, 91.15 feet POINT OR PLACE OF BEGINNING.

Said parcel containing 18,660 square feet more or less.

Upon a vote being taken, the result was:

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 19

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Special Events.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Linda D. Vavricka

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

On a motion of Councilperson

seconded by Councilperson

be it,

RESOLVED, that permission is hereby granted to hold the following events in the Town:

- A. 5K Run For The Bay-Sayville-Blue Island Oyster Co. Inc. Saturday, April 20 2024 from 8:00AM to 9:00AM. Assembly is at the Sayville Marina Park, proceeds heading East on Browns River Road, make a left headed North on River road, left headed West on Terry Street, right headed North Foster Avenue, make a left headed West on Edwards Street, make a left headed South on Candee Avenue, make a right headed West on Maple Street, make a left headed South on Handsome Avenue, make a left headed West on Jones Drive, make a left headed South Sunset Drive, continue onto Palmer Circle, make a right headed East on Jones Drive, and make a right headed South on Handsome Avenue, make a left headed East on Elm Street, make a right headed South to finish on Foster Avenue Park. Permission for this event will be granted pending approval from Town and County Offices and proof of liability insurance.
- B. St. Patrick's Day Parade - Bay Shore/ Brightwaters - St. Patrick's Parade of Greater- Bay Shore - Saturday, March 9, 2024 from 2:00PM to 4:00PM, route as follows: Parade assembles at South Saxon Avenue and Awixa Avenue at 12:30PM, proceeds West on Main (Street (Montauk Hwy.) to St. Patrick's Church. Marchers will then proceed north on Clinton Avenue and Mechanicsville to Union Blvd. where the parade will terminate. Requesting permission for no parking on Main Street from Homan Avenue, to Clinton Avenue starting at 1:00PM., Permission for this event will be granted pending approval from Town and County Offices and proof of liability insurance.

Upon a vote being taken the result was:

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 20

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

**Acceptance of a grant offer from the New York State Department
of Transportation for work at the Long Island MacArthur Airport
in connection with PIN 0A04.25.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Shelley LaRose

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

Authorizing acceptance of a grant offer from the New York State Department of Transportation (NYSDOT) for work at the Long Island MacArthur Airport described as: Rehabilitate 1,900 Linear Feet of Taxiway C Pavement between Taxiway B and Taxiway S, including Associated Drainage and Remarking—Design and Construction; Reconstruct Taxiway G Edge Lighting System--Construction. PIN 0A04.25 (the Project)

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: T o w n o f I s l i p
 2. Site or location effected by resolution: Long Island MacArthur Airport
 3. Cost: N/A
 4. Budget Line: N/A
 5. Amount and source of outside funding: NYSDOT: \$101,864
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____ . Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 26 . SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-



Signature of Commissioner/Department Head Sponsor

01/08/2024

Date

**MUNICIPAL RESOLUTION FOR
AVIATION CAPITAL PROJECT
RESOLUTION NUMBER: _____**

Authorizing acceptance of a grant offer from the New York State Department of Transportation (NYSDOT) for work at the Long Island MacArthur Airport described as: Rehabilitate 1,900 Linear Feet of Taxiway C Pavement between Taxiway B and Taxiway S, including Associated Drainage and Remarkings—Design and Construction; Reconstruct Taxiway G Edge Lighting System--Construction. PIN 0A04.25 (the Project)

WHEREAS, the NYSDOT has offered a matching grant to federal grant 3-36-0046-125-2023 for the above referenced project; and

WHEREAS, the Town Board of the Town of Islip desires to advance the Project by committing funds for the local match, the total funding shares for the Project being distributed as Federal (FAA): \$1,833,541; State \$101,864; Local \$101,864; for a Total Project Cost: \$2,037,268; and

WHEREAS, if the Town Board of the Town of Islip and/or the FAA notifies the NYSDOT that the Town Board of the Town of Islip has requested and received an increase in Federal funding for the Project based on increased eligible costs and has authorized the proportionate increase in local funding, the State share noted above shall be increased proportionately up to a maximum increase of 15%;

NOW, THEREFORE, the Town Board does hereby approve the above referenced Project on a motion of Councilperson _____, seconded by Councilperson _____, be it;

RESOLVED, that the Supervisor of the Town of Islip is hereby authorized to execute all necessary Agreements on behalf of the Town of Islip with NYSDOT in connection with the Project, and it is further

RESOLVED, that a certified copy of this Resolution be filed with the New York State

Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and it is further

RESOLVED, that this Resolution shall take effect immediately.

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 21

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

**Acceptance of a grant offer from the New York State Department
of Transportation for work at the Long Island MacArthur Airport
in connection with PIN 0A04.24.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Shelley LaRose

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

Authorizing acceptance of a grant offer from the New York State Department of Transportation (NYSDOT) for work at the Long Island MacArthur Airport described as: Reconstruct the Existing Taxiway C Edge Lighting System—Design and Construction; Reconstruct the Existing Taxiway G Edge Lighting System—Design. PIN 0A04.24 (the Project)

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Town of Isl ip
 2. Site or location effected by resolution: Long Island MacArthur Airport
 3. Cost: N/A
 4. Budget Line: N/A
 5. Amount and source of outside funding: NYSDOT: \$27,778
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 26. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-



Signature of Commissioner/Department Head Sponsor

01 /08/2024

Date

**MUNICIPAL RESOLUTION FOR
AVIATION CAPITAL PROJECT
RESOLUTION NUMBER: _____**

Authorizing acceptance of a grant offer from the New York State Department of Transportation (NYSDOT) for work at the Long Island MacArthur Airport described as: Reconstruct the Existing Taxiway C Edge Lighting System—Design and Construction; Reconstruct the Existing Taxiway G Edge Lighting System—Design. PIN 0A04.24 (the Project)

WHEREAS, the NYSDOT has offered a matching grant to federal grant 3-36-0046-124-2023 for the above referenced project; and

WHEREAS, the Town Board of the Town of Islip desires to advance the Project by committing funds for the local match, the total funding shares for the Project being distributed as Federal (FAA): \$500,002; State \$27,778; Local \$27,778; for a Total Project Cost: \$555,558; and

WHEREAS, if the Town Board of the Town of Islip and/or the FAA notifies the NYSDOT that the Town Board of the Town of Islip has requested and received an increase in Federal funding for the Project based on increased eligible costs and has authorized the proportionate increase in local funding, the State share noted above shall be increased proportionately up to a maximum increase of 15%;

NOW, THEREFORE, the Town Board does hereby approve the above referenced Project on a motion of Councilperson _____, seconded by Councilperson _____, be it;

RESOLVED, that the Supervisor of the Town of Islip is hereby authorized to execute all necessary Agreements on behalf of the Town of Islip with NYSDOT in connection with the Project, and it is further

RESOLVED, that a certified copy of this Resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with

the Project; and it is further

RESOLVED, that this Resolution shall take effect immediately.

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 22

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

**Acceptance of a grant offer from the New York State Department
of Transportation for work at the Long Island MacArthur Airport
in connection with PIN 0A04.20.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Shelley LaRose

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

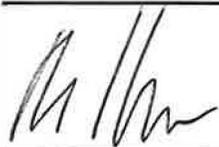
Authorizing acceptance of a grant offer from the New York State Department of Transportation (NYSDOT) for work at Long Island MacArthur Airport described as: Replace and Upgrade Terminal Mechanical, Electrical and Plumbing (MEP (Design & Construction). PIN 0A04.20 (the Project).

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Town of Isl ip
 2. Site or location effected by resolution: Long Island MacArthur Airport
 3. Cost: N/A
 4. Budget Line: N/A
 5. Amount and source of outside funding: NYSDOT: \$340,268
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____ . Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 26 . SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-



Signature of Commissioner/Department Head Sponsor

01 /08/2024

Date

**MUNICIPAL RESOLUTION FOR
AVIATION CAPITAL PROJECT
RESOLUTION NUMBER: _____**

Authorizing acceptance of a grant offer from the New York State Department of Transportation (NYSDOT) for work at the Long Island MacArthur Airport described as: Replace and Upgrade Terminal Mechanical, Electrical and Plumbing (MEP) (Design & Construction). PIN 0A04.20 (the Project)

WHEREAS, the NYSDOT has offered a matching grant to federal grant 3-36-0046-120-2023 for the above referenced project; and

WHEREAS, the Town Board of the Town of Islip desires to advance the Project by committing funds for the local match, the total funding shares for the Project being distributed as Federal (FAA): \$12,930,168; State \$340,268; Local \$340,268; for a Total Project Cost: \$13,610,704; and

WHEREAS, if the Town Board of the Town of Islip and/or the FAA notifies the NYSDOT that the Town Board of the Town of Islip has requested and received an increase in Federal funding for the Project based on increased eligible costs and has authorized the proportionate increase in local funding, the State share noted above shall be increased proportionately up to a maximum increase of 15%;

NOW, THEREFORE, the Town Board does hereby approve the above referenced Project on a motion of Councilperson _____, seconded by Councilperson _____, be it;

RESOLVED, that the Supervisor of the Town of Islip is hereby authorized to execute all necessary Agreements on behalf of the Town of Islip with NYSDOT in connection with the Project, and it is further

RESOLVED, that a certified copy of this Resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with

the Project; and it is further

RESOLVED, that this Resolution shall take effect immediately.

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 23

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

**Acceptance of a grant offer from the New York State Department
of Transportation for work at the Long Island MacArthur Airport
in connection with PIN 0A04.23.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Shelley LaRose

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

Authorizing acceptance of a grant offer from the New York State Department of Transportation (NYSDOT) for work at the Long Island MacArthur Airport described as: Rehabilitate Main Terminal Building—Replace One Baggage Claim Unit (#1), Replace 24 Vestibule Doors and Replace Two (2) Sets of Americans with Disabilities Act (ADA) Compliant Doors—Phase 3 (Construction) PIN 0A04.23 (the Project)

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Town of Islip
 2. Site or location effected by resolution: Long Island MacArthur Airport
 3. Cost: N/A
 4. Budget Line: N/A
 5. Amount and source of outside funding: NYSDOT: \$10,651
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 26. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-



Signature of Commissioner/Department Head Sponsor

01/08/2024

Date

**MUNICIPAL RESOLUTION FOR
AVIATION CAPITAL PROJECT
RESOLUTION NUMBER: _____**

Authorizing acceptance of a grant offer from the New York State Department of Transportation (NYSDOT) for work at the Long Island MacArthur Airport described as: Rehabilitate Main Terminal Building—Replace One Baggage Claim Unit (#1), Replace 24 Vestibule Doors and Replace Two (2) Sets of Americans with Disabilities Act (ADA) Compliant Doors—Phase 3 (Construction) PIN 0A04.23 (the Project)

WHEREAS, the NYSDOT has offered a matching grant to federal grant 3-36-0046-123-2023 for the above referenced project; and

WHEREAS, the Town Board of the Town of Islip desires to advance the Project by committing funds for the local match, the total funding shares for the Project being distributed as Federal (FAA): \$2,711,717; State \$150,651; Local \$150,651; for a Total Project Cost: \$3,013,019; and

WHEREAS, if the Town Board of the Town of Islip and/or the FAA notifies the NYSDOT that the Town Board of the Town of Islip has requested and received an increase in Federal funding for the Project based on increased eligible costs and has authorized the proportionate increase in local funding, the State share noted above shall be increased proportionately up to a maximum increase of 15%;

NOW, THEREFORE, the Town Board does hereby approve the above referenced Project on a motion of Councilperson _____, seconded by Councilperson _____, be it;

RESOLVED, that the Supervisor of the Town of Islip is hereby authorized to execute all necessary Agreements on behalf of the Town of Islip with NYSDOT in connection with the Project, and it is further

RESOLVED, that a certified copy of this Resolution be filed with the New York State

Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and it is further

RESOLVED, that this Resolution shall take effect immediately.

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 24

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

**Acceptance of a grant offer from the New York State Department
of Transportation for work at the Long Island MacArthur Airport
in connection with PIN 0A04.22.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Shelley LaRose

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

Authorizing acceptance of a grant offer from the New York State Department of Transportation (NYSDOT) for work at the Long Island MacArthur Airport described as: Rehabilitate 1,925 x 75 Linear Feet of Taxiway B between Taxiway B3 and Taxiway W Edge, Excluding Runway 6/24 RSA, including Associated Drainage and Remarking & Reconstruct 12 Direction Signs for Taxiway B between Taxiway B3 and Taxiway W Edge, excluding Runway 6/24 RSA (Construction) PIN 0A04.22 (the Project)

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Town of Isl ip
 2. Site or location effected by resolution: Long Island MacArthur Airport
 3. Cost: N/A
 4. Budget Line: N A
 5. Amount and source of outside funding: NYSDOT: \$92,722
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 26. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-



Signature of Commissioner/Department Head Sponsor

01/08/2024

Date

**MUNICIPAL RESOLUTION FOR
AVIATION CAPITAL PROJECT
RESOLUTION NUMBER: _____**

Authorizing acceptance of a grant offer from the New York State Department of Transportation (NYSDOT) for work at the Long Island MacArthur Airport described as: Rehabilitate 1,925 x 75 Linear Feet of Taxiway B between Taxiway B3 and Taxiway W Edge, Excluding Runway 6/24 RSA, including Associated Drainage and Remarketing & Reconstruct 12 Direction Signs for Taxiway B between Taxiway B3 and Taxiway W Edge, excluding Runway 6/24 RSA (Construction) PIN 0A04.22 (the Project)

WHEREAS, the NYSDOT has offered a matching grant to federal grant 3-36-0046-122-2023 for the above referenced project; and

WHEREAS, the Town Board of the Town of Islip desires to advance the Project by committing funds for the local match, the total funding shares for the Project being distributed as Federal (FAA): \$1,668,982; State \$92,722; Local \$92,721; for a Total Project Cost: \$1,854,425; and

WHEREAS, if the Town Board of the Town of Islip and/or the FAA notifies the NYSDOT that the Town Board of the Town of Islip has requested and received an increase in Federal funding for the Project based on increased eligible costs and has authorized the proportionate increase in local funding, the State share noted above shall be increased proportionately up to a maximum increase of 15%;

NOW, THEREFORE, the Town Board does hereby approve the above referenced Project on a motion of Councilperson _____, seconded by Councilperson _____, be it;

RESOLVED, that the Supervisor of the Town of Islip is hereby authorized to execute all necessary Agreements on behalf of the Town of Islip with NYSDOT in connection with the Project, and it is further

RESOLVED, that a certified copy of this Resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and it is further

RESOLVED, that this Resolution shall take effect immediately.

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 25

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

**Acceptance of a grant offer from the New York State Department
of Transportation for work at the Long Island MacArthur Airport
in connection with PIN 0A04.21.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Shelley LaRose

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

Authorizing acceptance of a grant offer from the New York State Department of Transportation (NYSDOT) for work at Long Island MacArthur Airport described as: Reconstruct approximately 7,000 linear feet of the Runway 6/24 Light Emitting Diode (LED) Edge Lighting and Associated Cabling, Reconstruct 29 Holding Position/Location Signs, 16 Direction Signs and Two (2) Boundary Signs for Runway 6/24 (Design & Construction) PIN 0A04.21 (the Project).

SPECIFY WHERE APPLICABLE:

- 1. Entity or individual benefitted by resolution: Town of Islip
 - 2. Site or location effected by resolution: Long Island MacArthur Airport
 - 3. Cost: N/A
 - 4. Budget Line: N/A
 - 5. Amount and source of outside funding: NYSDOT: \$62,236
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
 - Type 2 action under 6 NYCRR, Section 617.5(c), number 26. SEQR review complete.
 - Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-



Signature of Commissioner/Department Head Sponsor

01/08/2024

Date

**MUNICIPAL RESOLUTION FOR
AVIATION CAPITAL PROJECT
RESOLUTION NUMBER: _____**

Authorizing acceptance of a grant offer from the New York State Department of Transportation (NYSDOT) for work at the Long Island MacArthur Airport described as: Reconstruct approximately 7,000 linear feet of the Runway 6/24 Light Emitting Diode (LED) Edge Lighting and Associated Cabling, Reconstruct 29 Holding Position/Location Signs, 16 Direction Signs and Two (2) Boundary Signs for Runway 6/24 (Design & Construction) PIN 0A04.21 (the Project)

WHEREAS, the NYSDOT has offered a matching grant to federal grant 3-36-0046-121-2023 for the above referenced project; and

WHEREAS, the Town Board of the Town of Islip desires to advance the Project by committing funds for the local match, the total funding shares for the Project being distributed as Federal (FAA): \$1,120,239; State \$62,236; Local \$62,235; for a Total Project Cost: \$1,244,710; and

WHEREAS, if the Town Board of the Town of Islip and/or the FAA notifies the NYSDOT that the Town Board of the Town of Islip has requested and received an increase in Federal funding for the Project based on increased eligible costs and has authorized the proportionate increase in local funding, the State share noted above shall be increased proportionately up to a maximum increase of 15%;

NOW, THEREFORE, the Town Board does hereby approve the above referenced Project on a motion of Councilperson _____, seconded by Councilperson _____, be it;

RESOLVED, that the Supervisor of the Town of Islip is hereby authorized to execute all necessary Agreements on behalf of the Town of Islip with NYSDOT in connection with the Project, and it is further

RESOLVED, that a certified copy of this Resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and it is further

RESOLVED, that this Resolution shall take effect immediately.

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 26

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to execute a supplemental professional engineering services agreement with C&S Companies for construction services within the Main Terminal Building at Long Island MacArthur Airport.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23, 2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Shelley LaRose

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

RESOLUTION AUTHORIZING the Supervisor to execute a supplemental professional engineering services agreement with C&S Companies for construction administration and construction inspection services relating to the upgrade of the existing Mechanical, Electrical and Plumbing (MEP) and Fire Protection Systems within the Main Terminal Building at Long Island MacArthur Airport (ISP) at a cost not to exceed \$811,500.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Town of Islip
 2. Site or location effected by resolution: Long Island MacArthur Airport
 3. Cost: Not to exceed \$811,500.00
 4. Budget Line: TBD
 5. Amount and source of outside funding: FAA 95%; NYSDOT 2.5%; PFC 2.5%
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____ . Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 26 . SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-



1/5/2024

Signature of Commissioner/Department Head Sponsor

Date

RESOLUTION AUTHORIZING the Supervisor to execute a supplemental professional engineering services agreement with C&S Companies for construction administration and construction inspection services relating to the upgrade of the existing Mechanical, Electrical and Plumbing (MEP) and Fire Protection Systems within the Main Terminal Building at Long Island MacArthur Airport (ISP).

WHEREAS, the Town of Islip (“Town”) owns, operates and maintains Long Island MacArthur Airport (“the Airport”), a 14 CFR Part 139 certificated airport with commercial (air carrier) and general aviation operation; and

WHEREAS, in embarking on a transformative stage of growth and to remedy ongoing operational and maintenance concerns in the main terminal building for future growth, the upgrade of the existing MEP and Fire Protection Systems (“the Project”) is necessary; and

WHEREAS, the Department of Aviation and Transportation submitted an application to the Federal Aviation Administration (“FAA”) and was approved for funding of the costs through Airport Improvement Program (“AIP”) grants at the Airport based on the following allocation: 95% FAA; 2.5% New York State Department of Transportation (“NYSDOT”); and 2.5% Passenger Facility Charge (“PFC”); and

WHEREAS, the Department of Aviation and Transportation has bonded funds and Empire State Development (“ESD”) funds available to fund portions of the Project that are not eligible through the AIP program;

WHEREAS the Department of Aviation & Transportation requires a professional engineering firm to perform construction administration and construction inspection services for the Project; and

WHEREAS, the Department of Aviation & Transportation solicited requests for qualifications (RFQ) for construction administration and construction inspection services for the Project; and

WHEREAS, upon review of the Statement of Qualifications, C&S Companies with a corporate office located at 499 Col. Eileen Collins Blvd., Syracuse, NY, 13212, was determined to be the most qualified proposer; and

WHEREAS, the Town of Islip previously awarded the professional engineering services agreement to perform construction administration and construction inspection services for the Project to C&S Companies at a cost not to exceed \$595,000.00 on October 19, 2022; and

WHEREAS, additional construction administration and construction inspection services are necessary and additional scope of work at a cost not to exceed \$811,500; and

NOW, THEREFORE, on a motion of Councilperson _____; seconded by Councilperson _____; be it

RESOLVED, that the Supervisor, or her designee, is hereby authorized to execute a supplemental professional engineering services agreement with C&S Companies, for additional

construction administration and construction inspection services related to the Project at Long Island MacArthur Airport (ISP) at a cost not to exceed \$811,500.00; and

FURTHER RESOLVED, that the comptroller is authorized to make any and all budgeting adjustments necessary to facilitate this contract.

Upon a vote being taken, the result was:

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 27

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to enter into an agreement with the CDA for calendar year 2023 whereby the Town will provide certain services related to code enforcement in designated areas.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23, 2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Julia MacGibbon

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

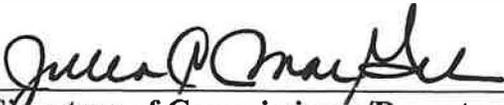
Authorization for the Supervisor to enter into an agreement with the Community Development Agency in referenced to grant funding provided by the Federal Government (CDBG) from year 2023 whereby the Town will provide certain services related to code enforcement to designated areas.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Townwide
 2. Site or location effected by resolution: Bay Shore, Brentwood and Central Islip
 3. Cost: n/a
 4. Budget Line: n/a
 5. Amount and source of outside funding: n/a
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 26. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-



Signature of Commissioner/Department Head Sponsor

1-16-24

Date

January 23, 2024
Resolution #27

WHEREAS, the Town of Islip Community Development Agency (CDA) is the recipient of Community Development Block Grant (CDBG) funds provided by the Federal Government and the purpose of those funds is to provide certain services to designated areas of the Town of Islip; and

WHEREAS, certain designated community improvement areas in low and moderate income target areas (Bay Shore, Brentwood and Central Islip) within the Town of Islip have widespread code violations and the CDA and the Town of Islip wish to insure that adequate code enforcement services are provided to those areas.

NOW THEREFORE, on motion of _____,
seconded by _____, be it

RESOLVED, that the Supervisor is authorized to enter into an agreement with the CDA for calendar year 2023 whereby the Town will provide certain services related to code enforcement in the designated areas, and the CDA will provide \$100,000.00 for these services. The Supervisor is authorized to sign any documents necessary in connection with this agreement.

UPON A VOTE BEING TAKEN, THE RESULT WAS:

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 28

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

**Authorization for the Supervisor to enter into various agreements
for recreation programs or events to be held throughout the Town.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Thomas Owens

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

January 23, 2024

<u>Date</u>	<u>Name</u>	<u>Program/Event</u>	<u>Location</u>
2/1	Linda Weingarten dba Boho Art Shed	Resin Series Art Classes	Brookwood Hall Park 50 Irish Lane, E.I
2/7	Linda Weingarten dba Boho Art Shed	After School Pizza & Art Club	Brookwood Hall Park 50 Irish Lane, E.I
2/29	Linda Weingarten dba Boho Art Shed	Teen "School's Out" Art Workshop	Brookwood Hall Park 50 Irish Lane, E.I
3/7	Minieri's Parkview Riding	Horseback Riding Instruction	989 Connetquot Avenue Central Islip, NY
3/10	Robert Patch	Basketball Training Clinics	Town Hall West- 401 Main St. Islip, NY 11751
3/16	Parkview Trail Rides Inc./ Rocking House Farms Ltd.	(80) Trail Rides	Connetquot State Park Preserve 3525 Sunrise Highway, Oakdale

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: By this resolution, the Town Board authorizes the Supervisor to enter into an agreement with the Linda Weingarten dba Boho Art Shed to provide three (3) sessions of resin series art classes at Brookwood Hall, 50 Irish Lane, East Islip, NY 11730. The program will consist of three (3) sessions between February 1, 2024 through May 30, 2024. The registration fee is \$165.00 per session for each registrant and a \$45.00 surcharge for each non-resident registrant. The minimum amount of participants will be six (6) per session and the maximum amount of participants will be twelve (12) per session for a maximum total of 36 participants. This program will be self-sustaining. The total minimum revenue will be \$990.00 and the maximum revenue including the non-resident surcharge will be \$7,560.00. Compensation for said services to Linda Weingarten dba Boho Art Shed will be 80% of the total revenue for an amount not to exceed \$4,158.00 excluding the non-resident surcharge. Dates are subject to change at the discretion of the Town of Islip Department of Parks, Recreation & Cultural Affairs. A similar resolution was passed for Linda Weingarten dba Boho Art Shed by the Town Board in 2023.

SPECIFY WHERE APPLICABLE:

Entity or individual benefitted by resolution: Linda Weingarten dba Boho Art Shed

Site or location effected by resolution: Brookwood Hall
50 Irish Lane, East Islip, NY 11730

Cost: No cost to the Town of Islip – self-sustaining

Budget Line: A7035.4 5006

Amount and source of outside funding: Maximum revenue is \$7,560.00 including non-resident surcharge.
Maximum revenue to be retained by the Town is \$3,402.00.

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6NYCRR, Section 6.17.5©, number 26. SEQR review complete.
- Action not listed as Type I or Type II under Park 617 of the NYCRR. Short EAF required.
-

Signature of Commissioner/Department Head Sponsor:

Date:

12/5/2023

WHEREAS, the Town of Islip, Department of Parks, Recreation and Cultural Affairs provides a variety of recreational opportunities and has identified a need to provide access to resin series art classes for our citizens; and

WHEREAS, Linda Weingarten dba Boho Art Shed will hold the workshop at Brookwood Hall, 50 Irish Lane, East Islip, New York 11730, has the required skills, background and existing infrastructure to perform this task in a satisfactory manner; and

WHEREAS, the Town of Islip is desirous of entering into an agreement with Linda Weingarten dba Boho Art Shed to provide said instruction;

NOW, THEREFORE, on a motion of _____,
seconded by _____, be it

RESOLVED, that the Town Board authorizes the Supervisor to execute an agreement with Linda Weingarten dba Boho Art Shed to provide three (3) sessions of resin series art classes to our citizens for an amount not to exceed \$4,752.00, which excludes the non-resident surcharge, the form and content of which shall be subject to the approval of the Town Attorney; and be it further

RESOLVED, that the Comptroller is hereby authorized to make the accounting entries or budgetary amendments necessary in accordance with the terms of the contract.

UPON A VOTE BEING TAKEN, the result was:

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: By this resolution, the Town Board authorizes the Supervisor to enter into an agreement with the Linda Weingarten dba Boho Art Shed to provide three (3) sessions of an after school pizza & art club at Brookwood Hall, 50 Irish Lane, East Islip, NY 11730. The program will consist of three (3) sessions between February 7, 2024 through June 12, 2024. The registration fee is \$190.00 per session for each registrant and a \$50.00 surcharge for each non-resident registrant. The minimum amount of participants will be six (6) per session and the maximum amount of participants will be twelve (12) per session for a maximum total of 36 participants. This program will be self-sustaining. The total minimum revenue will be \$1,140.00 and the maximum revenue including the non-resident surcharge will be \$8,640.00. Compensation for said services to Linda Weingarten dba Boho Art Shed will be 80% of the total revenue for an amount not to exceed \$5,472.00 excluding the non-resident surcharge. Dates are subject to change at the discretion of the Town of Islip Department of Parks, Recreation & Cultural Affairs. A similar resolution was passed for Linda Weingarten dba Boho Art Shed by the Town Board in 2023.

SPECIFY WHERE APPLICABLE:

Entity or individual benefitted by resolution: Linda Weingarten dba Boho Art Shed

Site or location effected by resolution: Brookwood Hall
50 Irish Lane, East Islip, NY 11730

Cost: No cost to the Town of Islip – self-sustaining

Budget Line: A7035.4 5006

Amount and source of outside funding: Maximum revenue is \$8,640.00 including non-resident surcharge.
Maximum revenue to be retained by the Town is \$3,168.00.

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6NYCRR, Section 617.4(b), number _____ Full EAF required.
- Type 2 action under 6NYCRR, Section 6.17.5©, number 26. SEQR review complete.
- Action not listed as Type I or Type II under Park 617 of the NYCRR. Short EAF required.



Signature of Commissioner/Department Head Sponsor:

11/1/2023

Date:

WHEREAS, the Town of Islip, Department of Parks, Recreation and Cultural Affairs provides a variety of recreational opportunities and has identified a need to provide access to an after school pizza & art club for our citizens; and

WHEREAS, Linda Weingarten dba Boho Art Shed will hold the workshop at Brookwood Hall, 50 Irish Lane, East Islip, New York 11730, has the required skills, background and existing infrastructure to perform this task in a satisfactory manner; and

WHEREAS, the Town of Islip is desirous of entering into an agreement with Linda Weingarten dba Boho Art Shed to provide said instruction;

NOW, THEREFORE, on a motion of _____,
seconded by _____, be it

RESOLVED, that the Town Board authorizes the Supervisor to execute an agreement with Linda Weingarten dba Boho Art Shed to provide three (3) sessions of an after school pizza & art club to our citizens for an amount not to exceed \$5,472.00, which excludes the non-resident surcharge, the form and content of which shall be subject to the approval of the Town Attorney; and be it further

RESOLVED, that the Comptroller is hereby authorized to make the accounting entries or budgetary amendments necessary in accordance with the terms of the contract.

UPON A VOTE BEING TAKEN, the result was:

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: By this resolution, the Town Board authorizes the Supervisor to enter into an agreement with the Linda Weingarten dba Boho Art Shed to provide two (2) sessions of a five-day teen "school's out" art workshop at Brookwood Hall, 50 Irish Lane, East Islip, NY 11730. The program will consist of two (2) sessions between February 19, 2024 through April 26, 2024. The registration fee is \$275.00 per session for each registrant and a \$70.00 surcharge for each non-resident registrant. The minimum amount of participants will be six (6) per session and the maximum amount of participants will be twelve (12) per session for a maximum total of 24 participants. This program will be self-sustaining. The total minimum revenue will be \$275.00 and the maximum revenue including the non-resident surcharge will be \$8,280.00. Compensation for said services to Linda Weingarten dba Boho Art Shed will be 80% of the total revenue for an amount not to exceed \$5,280.00 excluding the non-resident surcharge. Dates are subject to change at the discretion of the Town of Islip Department of Parks, Recreation & Cultural Affairs. A similar resolution was passed for Linda Weingarten dba Boho Art Shed by the Town Board in 2023.

SPECIFY WHERE APPLICABLE:

Entity or individual benefitted by resolution: Linda Weingarten dba Boho Art Shed

Site or location effected by resolution: Brookwood Hall
50 Irish Lane, East Islip, NY 11730

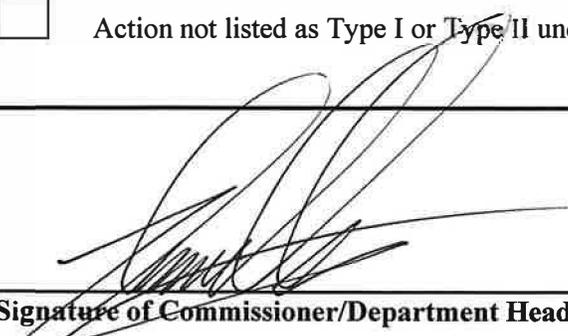
Cost: No cost to the Town of Islip – self-sustaining

Budget Line: A7035.4 5006

Amount and source of outside funding: Maximum revenue is \$8,280.00 including non-resident surcharge.
Maximum revenue to be retained by the Town is \$3,000.00.

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6NYCRR, Section 6.17.5©, number 26. SEQR review complete.
- Action not listed as Type I or Type II under Park 617 of the NYCRR. Short EAF required.
-


Signature of Commissioner/Department Head Sponsor:

12/5/2023
Date:

WHEREAS, the Town of Islip, Department of Parks, Recreation and Cultural Affairs provides a variety of recreational opportunities and has identified a need to provide access to a Teen “School’s Out” 5 Day Art Workshop for our citizens; and

WHEREAS, Linda Weingarten dba Boho Art Shed will hold the workshop at Brookwood Hall, 50 Irish Lane, East Islip, New York 11730, has the required skills, background and existing infrastructure to perform this task in a satisfactory manner; and

WHEREAS, the Town of Islip is desirous of entering into an agreement with Linda Weingarten dba Boho Art Shed to provide said instruction;

NOW, THEREFORE, on a motion of _____,
seconded by _____, be it

RESOLVED, that the Town Board authorizes the Supervisor to execute an agreement with Linda Weingarten dba Boho Art Shed to provide two (2) sessions of a Teen “School’s Out” 5 Day Art Workshop to our citizens for an amount not to exceed \$5,280.00, which excludes the non-resident surcharge, the form and content of which shall be subject to the approval of the Town Attorney; and be it further

RESOLVED, that the Comptroller is hereby authorized to make the accounting entries or budgetary amendments necessary in accordance with the terms of the contract.

UPON A VOTE BEING TAKEN, the result was:

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: By this resolution, the Town Board authorizes the Supervisor to enter into an agreement with the Minieri's Parkview Riding Center Inc. to provide two (2) Horseback Riding Instruction Programs at Minieri's Parkview Riding Center Inc., 989 Connetquot Avenue, Central Islip, NY 11722. The winter program will consist of nine (9) sessions between March 7, 2024 and April 21, 2024 and the spring program consists of nine (9) sessions between May 2, 2024 and June 9, 2024. The registration fee is \$225.00 per session for each registrant and a \$60.00 surcharge for each non-resident registrant. The minimum amount of participants will be one (1) per session and the maximum amount of participants will be six (6) per session for a maximum total of 108 participants. This program will be self-sustaining. The total minimum revenue will be \$225.00 and the maximum revenue including the non-resident surcharge will be \$30,780.00. Compensation for said services to the Minieri's Parkview Riding Center Inc. will be 80% of the total revenue for an amount not to exceed \$19,440.00 excluding the non-resident surcharge. Dates are subject to change at the discretion of the Town of Islip Department of Parks, Recreation & Cultural Affairs. A similar resolution was passed by the Town Board in 2022 and 2023.

SPECIFY WHERE APPLICABLE:

Entity or individual benefitted by resolution: Minieri's Parkview Riding Center Inc.

Site or location effected by resolution: Minieri's Parkview Riding Center Inc.
989 Connetquot Avenue, Central Islip, NY 11722

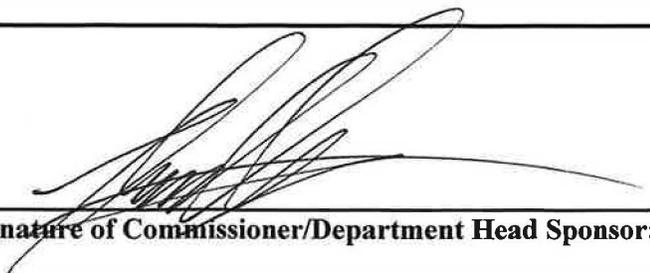
Cost: No cost to the Town of Islip – self-sustaining

Budget Line: A7035.4 5006

Amount and source of outside funding: Maximum revenue is \$30,780.00 including non-resident surcharge.
Maximum revenue to be retained by the Town is \$11,340.00.

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6NYCRR, Section 6.17.5©, number 26. SEQR review complete.
- Action not listed as Type I or Type II under Park 617 of the NYCRR. Short EAF required.
-


Signature of Commissioner/Department Head Sponsor:

1/2/2024
Date:

WHEREAS, the Town of Islip, Department of Parks, Recreation and Cultural Affairs provides a variety of recreational opportunities and has identified a need to provide access to horseback riding instruction for our citizens; and

WHEREAS, Minieri's Parkview Riding Center Inc., located at 989 Connetquot Avenue, Central Islip, New York 11722, has the required skills, background and existing infrastructure to perform this task in a satisfactory manner; and

WHEREAS, the Town of Islip is desirous of entering into an agreement with Minieri's Parkview Riding Center Inc. to provide said instruction;

NOW, THEREFORE, on a motion of _____
seconded by _____, be it

RESOLVED, that the Town Board authorizes the Supervisor to execute an agreement with Minieri's Parkview Riding Center Inc. to provide a winter and a spring program of horseback riding instruction to our citizens for an amount not to exceed \$19,440.00, which excludes non-resident surcharge, the form and content of which shall be subject to the approval of the Town Attorney; and be it further

RESOLVED, that the Comptroller is hereby authorized to make the accounting entries or budgetary amendments necessary in accordance with the terms of the contract.

UPON A VOTE BEING TAKEN, the result was:

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: By this resolution, the Town Board authorizes the Supervisor to enter into an agreement with Robert Patch to offer four (4) separate sessions of basketball training clinics for boys and girls in grades 4 - 8 at Town Hall West Gymnasium. Sessions 1 and 2 will be held Sundays, March 10, 17, 24, 2024 from 5:00 pm - 6:00 pm and 6:00 pm - 7:00 pm, respectively. Sessions 3 and 4 will be held Sundays, May 5, 12, 19, 2024 from 5:00 pm - 6:00 pm and 6:00 - 7:00 pm, respectively. The registration fee is \$50.00 per session per registrant and a \$15.00 surcharge for each non-resident registrant. The minimum amount of participants will be three (3) per session and the maximum amount of participants will be forty (40) per session for a maximum total of one hundred and sixty (160). This program will be self-sustaining. The total minimum revenue will be \$150.00 and the maximum revenue including the non-resident surcharge will be \$10,400.00. Compensation for said services will be 80% of total registration fees collected for an amount not to exceed \$6,400.00 excluding the non-resident surcharge. Dates are subject to change at the discretion of the Town of Islip Department of Parks, Recreation & Cultural Affairs.

SPECIFY WHERE APPLICABLE:

Entity of individual benefitted by resolution: Robert Patch

Site: or location effected by resolution: Town Hall West, 401 Main Street, Islip NY 11751

Cost: No cost to the Town of Islip- self-sustaining.

Budget Line: A7035.4-5006

Amount and source of outside funding: Maximum revenue is \$10,400.00 including non-resident surcharge.
Maximum revenue to be retained by the Town is \$4,000.00.

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5©, number 26. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.

Signature of Commissioner/Department Head Sponsor:

Date:

12/28/2023

WHEREAS, the Town of Islip, Department of Parks, Recreation and Cultural Affairs provides a variety of recreational opportunities and has identified a need to provide access to basketball training for our citizens; and

WHEREAS, Robert Patch, has the required skills, background and existing infrastructure to perform this task in a satisfactory manner; and

WHEREAS, the Town of Islip is desirous of entering into an agreement with Robert Patch to provide said activities;

NOW THEREFORE, on a motion of _____,
seconded by _____, be it

RESOLVED, that the Town Board authorizes the Supervisor to execute an agreement with Robert Patch to provide four (4) separate sessions of basketball clinics to our citizens for an amount not to exceed \$6,400.00, which excludes non-resident surcharge, the form and content of which shall be subject to the approval of the Town Attorney; and be it further

RESOLVED, that the Comptroller is hereby authorized to make the accounting entries or budgetary amendments necessary in accordance with the terms of the contract.

UPON A VOTE BEING TAKEN, the result was:

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: By this resolution, the Town Board authorizes the Supervisor to enter into an agreement with Parkview Trail Rides Inc. / Rocking Horse Farms Ltd. to provide eighty (80) trail rides at Connetquot State Park Preserve, by way of Minieri's Parkview Riding Center, 989 Connetquot Avenue, Central Islip, New York 11722. The winter session will consist of ten (10) trail rides between March 16, 2024 and March 17, 2024 and the spring session consists of seventy (70) trail rides between April 6, 2024 and June 2, 2024. The registration fee is \$50.00 per trail ride for residents and an additional \$13.00 surcharge for non-residents. The minimum registration is one (1) registrant per ride and the maximum registration is ten (10) registrants per ride, for a maximum total of 800 participants. This program will be self-sustaining. Compensation for said services to Parkview Trail Rides Inc. / Rocking Horse Farms Ltd. will be 80% of total revenue collected for an amount not to exceed \$32,000.00, excluding the non-resident surcharge. Dates are subject to change at the discretion of the Town of Islip Department of Parks, Recreation & Cultural Affairs. A similar resolution was passed by the Town Board in 2021, 2022 and 2023.

SPECIFY WHERE APPLICABLE:

Entity or individual benefitted by resolution: Parkview Trail Rides Inc. / Rocking Horse Farms Ltd.

Site or location effected by resolution: Connetquot State Park Preserve
3525 Sunrise Hwy., Oakdale, NY 11769

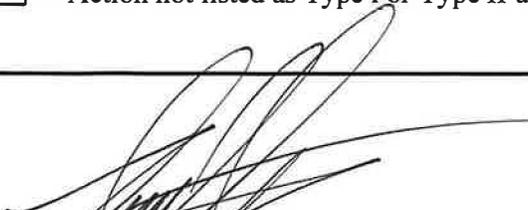
Cost: No cost to the Town of Islip – self-sustaining

Budget Line: A7035.4 5006

Amount and source of outside funding: Maximum revenue is \$50,400.00 including non-resident surcharge
Maximum revenue to be retained by the Town is \$18,400.00.

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6NYCRR, Section 6.17.5©, number 26. SEQR review complete.
- Action not listed as Type I or Type II under Park 617 of the NYCRR. Short EAF required.
-


Signature of Commissioner/Department Head Sponsor:

1/11/2024
Date:

WHEREAS, the Town of Islip, Department of Parks, Recreation and Cultural Affairs provides a variety of recreational opportunities and has identified a need to provide access to horseback trail riding programs at Connetquot State Park Preserve by way of Minieri's Parkview Riding Center Inc. for our citizens; and

WHEREAS, Parkview Trail Rides Inc. / Rocking Horse Farms Ltd., located at Minieri's Parkview Riding Center Inc., 989 Connetquot Ave., Central Islip, New York 11722, has the required skills, background and existing infrastructure to perform this task in a satisfactory manner; and

WHEREAS, the Town of Islip is desirous of entering into an agreement with Parkview Trail Rides Inc. / Rocking Horse Farms Ltd. to provide horseback trail riding programs;

NOW, THEREFORE, on a motion by _____,
seconded by _____, be it

RESOLVED, that the Town Board authorizes the Supervisor to execute an agreement with Parkview Trail Rides Inc. / Rocking Horse Farms Ltd. to provide a winter and spring horseback trail riding programs to our citizens for an amount not to exceed \$32,000.00, the form and content of which shall be subject to the approval of the Town Attorney; and be it further

RESOLVED, that the Comptroller is hereby authorized to make the accounting entries or budgetary amendments necessary in accordance with the terms of the contract.

UPON A VOTE BEING TAKEN, the result was:

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 29

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Accept a donation of approximately 400 individual lunch servings from Catholic Health-Good Samaritan University Hospital to be offered during the medication education series at various senior centers throughout the Town of Islip.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23, 2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Thomas Owens

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implication, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

By this resolution, the Town Board authorizes the Supervisor to accept a donation of approximately 400 individual lunch servings from Catholic Health – Good Samaritan University Hospital, with an approximate value of \$2,400.00, to be served during the medication education series hosted by the Town of Islip throughout the 2024 calendar year, with the intent to improve the town's elderly population's health and well being.

SPECIFY WHERE APPLICABLE:

- | | |
|---|-------------------------------|
| 1. Entity or individual benefitted by resolution: | Town of Islip senior citizens |
| 2. Site or location effected by resolution: | Town of Islip senior centers |
| 3. Cost: | No cost to the Town of Islip |
| 4. Budget Line: | N/A |
| 5. Amount and source of outside funding: | N/A |

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5©, number ___26___. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.

Signature of Commissioner/Department Head Sponsor

Date

12/14/2023

January 23, 2024
Resolution # 29

WHEREAS, Catholic Health – Good Samaritan University Hospital would like to provide a medication education series, with the intent to improve the town’s elderly population’s health and well being; and

WHEREAS, the Town of Islip, Department of Parks, Recreation and Cultural Affairs, Division of Senior Citizen Services, is interested in hosting a medication education series at its senior centers throughout the town during the 2024 calendar year; and

WHEREAS, Catholic Health – Good Samaritan University Hospital would like to donate approximately 400 lunch servings during the presentations, with an approximate value of \$2,400.00;

NOW, THEREFORE, on a motion of _____,
seconded by _____, be it

RESOLVED, that the Town Board authorizes the Supervisor to accept approximately 400 individual lunch servings with a value of approximately \$2,400.00 from Catholic Health – Good Samaritan University Hospital to be offered during the medication education series at various senior centers throughout the Town of Islip.

UPON A VOTE BEING TAKEN, the result was:

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 30

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to apply for and accept grant funds from Suffolk County Office for the Aging for an Essential Transportation Program.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23, 2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Thomas Owens

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implication, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

By this resolution, the Town Board authorizes the Supervisor to apply for and accept funding from Suffolk County Office for the Aging (SCOFA), for the purpose of providing continued partial funding for an Essential Transportation Program in the amount of approximately \$10,020.00 for the period of January 1, 2024 through December 31, 2024. The Town of Islip has entered into similar grant agreements with SCOFA for the past several decades.

SPECIFY WHERE APPLICABLE:

1. **Entity or individual benefitted by resolution:** Town of Islip senior citizen residents
 2. **Site or location effected by resolution:** Town of Islip
 3. **Cost:** N/A offsets pre-existing program operational costs
 4. **Budget Line:** A.7622.1 partial
 5. **Amount and source of outside funding:** Approximately \$10,020.00 Suffolk County Office for the Aging
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5©, number 26. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-

Signature of Commissioner/Department Head Sponsor

1/11/2024
Date

WHEREAS, part of the mission of the Town of Islip Department of Parks, Recreation and Cultural Affairs is to provide elderly transportation services; and

WHEREAS, the Suffolk County Office for the Aging has identified certain funds in the 2024 Suffolk County Adopted Budget in the form of AAA Transportation funds for the express intent of participating in essential elderly transportation programs; and

WHEREAS, the Suffolk County Office for the Aging has offered to reimburse the Town of Islip a total of approximately \$10,020.00 for elderly transportation service costs for the period of January 1, 2024 through December 31, 2024; and

WHEREAS, the Town of Islip wishes to apply for and secure said County funding for the purpose of enhancing the lives of its senior citizen residents by providing them with an Essential Transportation Program;

NOW, THEREFORE, on motion of _____

seconded by _____, be it

RESOLVED, that the Town Board authorizes the Supervisor to apply for and accept funding from the Suffolk County Office for the Aging for reimbursement of elderly transportation service costs for the period of January 1, 2024 through December 31, 2024; and be it further

RESOLVED, that the Supervisor is hereby authorized to execute a grant application and grant agreement, and any necessary documentation attendant thereto, with the Suffolk County Office for the Aging for funding of an Essential Transportation Program in the Town of Islip, the form and content of which shall be subject to the approval of the Town Attorney; and be it further

RESOLVED, that the comptroller is hereby authorized to make the accounting entries necessary to amend the budget in accordance with the terms of the grant agreement.

UPON A VOTE BEING TAKEN, the result was:

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 31

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to apply for and accept grant funds from Suffolk County Office for the Aging for funding a Residential Repair Program.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23, 2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Thomas Owens

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

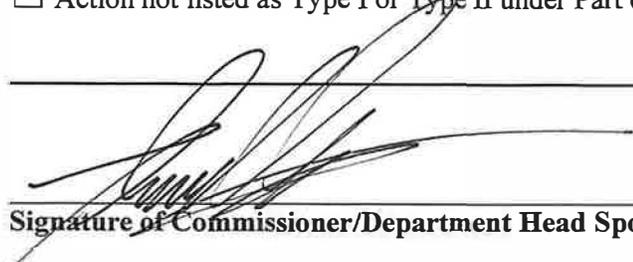
PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implication, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board. By this resolution, the Town Board authorizes the Supervisor to apply for and accept funding from Suffolk County Office for the Aging (SCOFA), for the purpose of providing continued funding for a Residential Repair Program as set forth by Title IIIB of the Older Americans Act, to senior citizen residents of the Town of Islip, in the amount of approximately \$26,530.00 for the period of January 1, 2024 through December 31, 2024. The Town of Islip has entered into similar grant agreements with SCOFA for the past several decades.

SPECIFY WHERE APPLICABLE:

1. **Entity or individual benefitted by resolution:** Town of Islip senior citizen residents
 2. **Site or location effected by resolution:** Town of Islip
 3. **Cost:** Approximately \$14,030.00
 4. **Budget Line:** A.7624
 5. **Amount and source of outside funding:** Approximately \$26,530.00 Suffolk County Office for the Aging
\$1,000.00 Participant Donations
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5©, number 26. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-


Signature of Commissioner/Department Head Sponsor

1/11/2024
Date

WHEREAS, the Suffolk County Office for the Aging wishes to provide continued funding for a Residential Repair Program as set forth by the Title IIIB of the Older Americans Act, to senior citizen residents of the Town of Islip; and

WHEREAS, the Suffolk County Office for the Aging has agreed to reimburse the Town of Islip a total of approximately \$26,530.00 for the period of January 1, 2024 through December 31, 2024; and

WHEREAS, the Town of Islip wishes to apply for and secure said County funding for the purpose of enhancing the lives of its senior citizen residents by allowing them to live independently by providing them with a Residential Repair Program; and

WHEREAS, said funding will be used to offset the expense of supplies, salaries and fringe expenses;

NOW, THEREFORE, on motion by _____

seconded by _____, be it

RESOLVED, that the Town Board authorizes the Supervisor to apply for and accept funding from the Suffolk County Office for the Aging for a Residential Repair Program, for the period of January 1, 2024 through December 31, 2024; and be it also;

RESOLVED, that the Supervisor is hereby authorized to execute a grant application and grant agreement, and any other necessary documentation attendant thereto, with the Suffolk County Office for the Aging for funding a Residential Repair Program in the Town of Islip, the form and content of which shall be subject to the approval of the Town Attorney; and be it also;

RESOLVED, that the Comptroller is hereby authorized to make the accounting entries necessary to amend the budget in accordance with the terms of the grant agreement.

UPON A VOTE BEING TAKEN, the result was:

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 32

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to apply for and accept grant funds from Suffolk County Office for the Aging for funding a Nutrition Program for Islip Town senior citizen residents.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23, 2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Thomas Owens

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

January 23, 2024

Resolution#32_____

WHEREAS, it is in the best interest of the senior citizen residents of the Town of Islip to continue to make available to them a Nutrition Program, which provides them with one-third (1/3) of the Recommended Dietary Allowance in an effort to improve, maintain or delay the decline of their nutritional status and to remain independent in their own homes and communities; and

WHEREAS, the Suffolk County Office for the Aging (herein SCOFA) wishes for the Town of Islip to apply for and accept funding from SCOFA for the continued provision of the Nutrition Program as set forth in Title III of the Older Americans Act, in which the Town of Islip will provide congregate (i.e. in-person) and home delivered meals to senior citizen residents of the Town of Islip; and

WHEREAS, the Town of Islip shall be reimbursed by SCOFA approximately \$1,131,000.00 for the period of January 1, 2024 through December 31, 2024;

NOW, THEREFORE, on motion of _____

seconded by _____, be it

RESOLVED, that the Town Board authorizes the Supervisor to apply for and accept funding from SCOFA for the continued provision of a Nutrition Program as set forth by Title III of the Older Americans Act, in which the Town of Islip will provide congregate and home delivered meals to senior citizen residents of the Town of Islip, for the period of January 1, 2024 through December 31, 2024; and be it further

RESOLVED, SCOFA will reimburse the Town of Islip approximately \$1,131,000.00, with an individual congregate reimbursement rate of approximately \$7.40 per meal, an individual homebound reimbursement rate of approximately \$8.13 per meal; and be it further

RESOLVED, that the Town Board authorizes the Supervisor to execute a grant application and grant agreement, and any necessary documentation attendant thereto, with Suffolk County Office of the Aging for funding of a supplemental Nutrition Program in the Town of Islip, the form and content of which shall be subject to the approval of the Town Attorney; and be it further

RESOLVED, that the Comptroller is hereby authorized to make the accounting entries or budgetary amendments necessary in accordance with the terms of the grant agreement.

UPON A VOTE BEING TAKEN, the result was:

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 33

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Bid Awards.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Michael Rand

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

BIDS TO BE AWARDED

01/23/24

- | | |
|---|--|
| 1) Recreation News Publication
(1123-32) | Tobay Printing Co. Inc. |
| 2) Sodium Hypochlorite for Water Treatment
(1123-12) | Twin County Swimming Pool
Tortorella Autochem LLC |
| 3) Galvanized Hardware
(1123-35) | East Islip Lumber
T.C.S Marine Services Company |
| 4) Used 12 Yd Combination Sewer Cleaner
mounted on Freightliner 114SD Chassis
(623-253) | Jack Doheny Companies, Inc. |
| 5) Parts & Labor to Repair Freightliner
M2106 Trucks (1023-178) | Trux Inc. |
| 6) Parts & Labor to Repair Tractors
(1123-174) | All Island Equipment
Malvese Equipment
Jesco, Inc. |
| 7) Automotive Heating & Cooling Systems
(1123-103) | Suffolk County Brake Service |
| 8) Chevrolet Vehicle Parts Price List
(1023-92) | Cars Unlimited of Suffolk LLC d/b/a
Nesenger 112 Chevrolet |
| 9) Arts & Crafts, Board Games
(1123-47) | S&S Worldwide
Lakeshore Learning Material
BSN Sports LLC |
| 10) Fine Sand for Airport Runway Ice Control
(1123-168) | B&B Maintenance Services |
| 11) Traffic Safety Material
(923-13) | Chemung Supply Corp.
Osburn Associates Inc.
National Highway Products
Glenco Supply, Inc. |

No: 1

BID ITEM: 1123-32 Recreation News Publication

BID PRICE: See Tabulation

LOWEST RESPONSIBLE BIDDER: Tobay Printing Co. Inc.

COMPETITIVE BID: 11/8/2023

BUDGET ACCOUNT NUMBER : A.7020.44040

ANTICIPATED EXPENDITURE: \$90,000.00

DEPARTMENT: Parks & Recreation

JUSTIFICATION OF NEED: Printing/Distribution of Town of Islip's Rec News

EXPLANATION IF NOT LOW BIDDER: _____

Recreation News Publication

Contract# 1123-32

Date: 11/8/23

THIS TABULATION OF SEALED BIDS OPENED IN ACCORDANCE WITH SECTION 103 OF THE GENERAL MUNICIPAL LAW FOR THE PURPOSE OF CONSIDERING THE AWARD OF A PURCHASE CONTRACT FOR USE IN THE TOWN OF ISLIP.

Budget#

A7020.4-4040

Estimated Amount

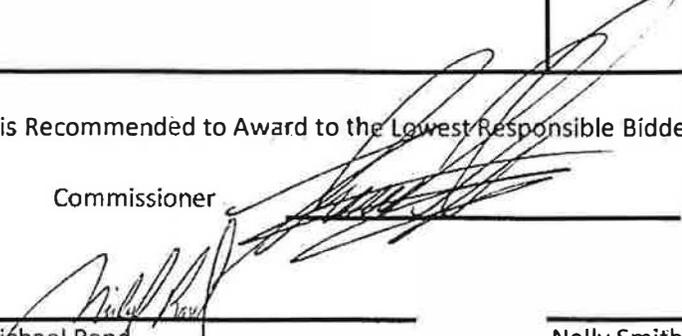
90,000.00

Vendor	Amount
Mercury Envelope 100 Merrick Rd Suite 204E Rockville Centre, NY 11570	
Printcorp 2050 Ocean Ave. Ronkonkoma, NY 11779	BID
Greater Data & Mailing 551 Acorn Street Deer Park, NY 11729	
Tobay Printing Co. Inc. 1361 Marconi Blvd. Copaigue, NY 11726	BID
Indiana Printing and Publishing Company 775 Indian Springs Road Indiana, PA 15701	Disqualified

It is Recommended to Award to the Lowest Responsible Bidder as Indicated.

Commissioner

Concurs.



Michael Rand
Director

Nelly Smith
Senior Office Assistant

Recreation News Publication			
CONTRACT # 1123-32			Indiana Printing
ITEM #	Tobay Printing Co.	Printcorp Inc.	& Publishing
A. Printing & Distribution of 7.75" x 10.75" Size Paper (price per thousand)			Disqualified did not bid according to specs
1) 44 Pages + Cover	\$256.00/M	\$412.00/M	
2) 48 Pages + Cover	\$266.00/M	\$342.75/M	
3) 52 Pages + Cover	\$277.00/M	\$430.25/M	
4) 56 Pages + Cover	\$287.00/M	\$444.75/M	
5) 60 Pages + Cover	\$297.00/M	\$499.60/M	
6) 64 Pages + Cover	\$307.00/M	\$526.46/M	
7) 68 Pages + Cover	\$340.00/M	\$586.90/M	
8) Each Additional 4 pages	\$11.00/M	\$34.55/M	
B. Bidder will furnish layout service (Typesetter), as specified.			
1) 20 Pages + Cover	\$840.00	\$1,875.00	
2) 24 Pages + Cover	\$980.00	\$2,100.00	
3) 28 Pages + Cover	\$1,120.00	\$2,240.00	
4) 32 Pages + Cover	\$1,260.00	\$2,340.00	
5) 36 Pages + Cover	\$1,400.00	\$2,600.00	
6) 40 Pages + Cover	\$1,540.00	\$2,860.00	
7) 44 Pages + Cover	\$1,680.00	\$3,120.00	
8) 48 Pages + Cover	\$1,820.00	\$3,380.00	
9) 52 Pages + Cover	\$1,960.00	\$3,640.00	
10) 56 Pages + Cover	\$2,100.00	\$3,900.00	
11) 60 Pages + Cover	\$2,240.00	\$4,160.00	
12) 64 Pages + Cover	\$2,380.00	\$4,420.00	
13) 68 Pages + Cover	\$2,520.00	\$4,680.00	
14) Each Additional 4 Pages	\$140.00	\$260.00	

January 23, 2024
Resolution no. 33

WHEREAS, the Town solicited competitive bids for the purchase of **Recreation News Publication # 1123-32**, and

WHEREAS, the bid was advertised and sealed bids were opened on November 8, 2023 and Tobay Printing Co. Inc., 1361 Marconi Blvd., Copaigue, NY 11726 submitted the lowest dollar bid; and

WHEREAS, Tobay Printing Co. Inc., has been determined to be a responsible bidder.

NOW, THEREFORE, on a motion of

seconded by _____, be it

RESOLVED, that the Town Board of the Town of Islip hereby award the contract to Tobay Printing Co. Inc., in the amount of items: A) 1-8, B) 1-14 as listed on the tabulation sheet from the date of award until December 31, 2024 with the Town's option to renew for one (1) additional year under the same terms and conditions

Upon a vote being taken, the result was:

No: 2

BID ITEM: Sodium Hypochlorite for Water Treatment (1123-12)

BID PRICE: 1) \$2.77/gal., 2) \$437.25/drum

LOWEST RESPONSIBLE BIDDER: 1) Twin County Swimming Pool
2) Tortorella Autochem LLC

COMPETITIVE BID: 11/22/2023

BUDGET ACCOUNT NUMBER : A.7032.41530

ANTICIPATED EXPENDITURE: \$40,000.00

DEPARTMENT: Parks & Recreation

JUSTIFICATION OF NEED: Chlorine for Town Pools

EXPLANATION IF NOT LOW BIDDER:

Sodium Hypochlorite for Water Treatment

Contract# 1123-12

Date: 11/15/23

THIS TABULATION OF SEALED BIDS OPENED IN ACCORDANCE WITH SECTION 103 OF THE GENERAL MUNICIPAL LAW FOR THE PURPOSE OF CONSIDERING THE AWARD OF A PURCHASE CONTRACT FOR USE IN THE TOWN OF ISLIP.

Budget# A7032.4-1530 Estimated Amount 40,000.00

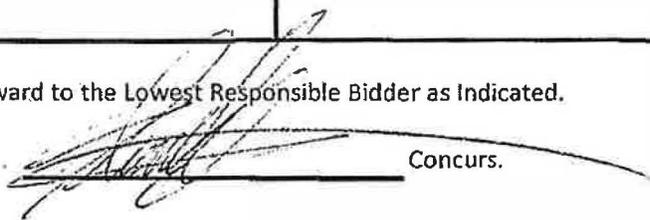
Vendor	Amount
Autochem Corp. 296 W. Montauk Hwy Hampton Bays, NY 11946 New Haven Chlor-Alkali LLC d/b/a H Krevit & Company 73 Welton St. New Haven, CT. 06534	Item 2 1) 2.88/gal. 2) 437.25/drum
Kuehne Chemical Co. Inc. 86 North Hackensack Ave. South Kearny, NJ. 07032	
Twin County Swim Pool 797 Conklin St. Farmingdale, NY 11735	Item 1 1) \$2.77/gal. 2) No Bid
PVS 10900 Harper Ave. Detroit, MI 48213	

It is Recommended to Award to the Lowest Responsible Bidder as Indicated.

Commissioner

Concurs.


 Michael Rand
 Director


 Nelly Smith
 Senior Office Assistant

January 23, 2024
Resolution no. 33

WHEREAS, the Town solicited competitive bids for the purchase of **Sodium Hypochlorite for Water Treatment Contract # 1123-12**, and

WHEREAS, the bid was advertised and sealed bids were opened on November 15, 2023 and Twin County Swimming Poll Maintenance & Supply Co., Inc., 797 Conklin Street., Farmingdale, NY 11735 and Tortorella Autochem LLC, 296 West Montauk Hwy, Hampton Bays, NY, 11946 submitted the lowest dollar bids; and

WHEREAS, Twin County Swimming Poll Maintenance & Supply Co., Inc and Tortorella Autochem LLC have been determined to be responsible bidders, and

NOW, THEREFORE, on a motion of
seconded by _____, be it

RESOLVED, that the Town Board of the Town of Islip hereby award the following: Twin County Swimming Poll Maintenance & Supply Co. Item #1) \$2.77/gal, Inc and Tortorella Autochem LLC., Item #2) \$437.25/drum, for One (1) year from date of award until December 31, 2024 with the Town's option to renew for one (1) additional year under the same terms and conditions.

Upon a vote being taken, the result was:

No: 3

BID ITEM: Galvanized Hardware (1123-35)

BID PRICE: See attached Tabulation

LOWEST RESPONSIBLE BIDDER: East Islip Lumber, T.C. S. Marine Services Company

COMPETITIVE BID: 11/15/2023

BUDGET ACCOUNT NUMBER : H17.1650.31550(\$10,000.00)
A.1650.41810 (\$3,000.00)
A.7114.41810 (\$3,000.00)

ANTICIPATED EXPENDITURE: \$16,000.00

DEPARTMENT: Parks & Recreation

JUSTIFICATION OF NEED: Repair Docks & Park Facilities

EXPLANATION IF NOT LOW BIDDER:

Galvanized Hardware

Contract# 1123-35

Date: 11/15/23

THIS TABULATION OF SEALED BIDS OPENED IN ACCORDANCE WITH SECTION 103 OF THE GENERAL MUNICIPAL LAW FOR THE PURPOSE OF CONSIDERING THE AWARD OF A PURCHASE CONTRACT FOR USE IN THE TOWN OF ISLIP.

Budget# H17-1650.3-1550 (10,000.00)
H1650.4-1810 (3,000.00)
H17117.4-1810 (3,000.00) Estimated Amount 16,000.00

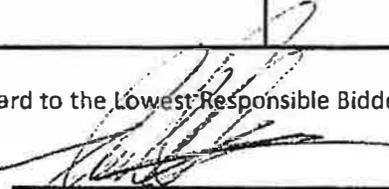
Vendor	Amount
Freeport Marine Supply 47 W. Merrick Rd. Freeport, NY 11520	
Port Lumber 101 Kroemer Ave. Riverhead, NY 11901	
Sea Spike 25 Linden Pl. Pt. Jefferson, NY 11777	
East Islip Lumber 33 Wall St. East Islip, NY 11730	✓ BID
T.C.S. Marine Services Company 2933 Judith Drive Bellmore, NY 11710-5310	✓ BID

It is Recommended to Award to the Lowest Responsible Bidder as Indicated.

Commissioner

Concurs.


 Michael Rand
 Director


 Nelly Smith
 Senior Office Assistant

GALVANIZED HARDWARE			EAST ISUP LUMBER	T.C.S. Marine Services
CONTRACT # 1123-35				
A. Hot Dipped Galvanized Bolts with Hex Nuts & Washers				
ITEM #	Size	Description	Unit Price	Unit Price
1	1/2" x 2"	Carriage	\$0.60/ea.	NO BID
2	1/2" x 3"	Carriage	\$0.78/ea.	NO BID
3	1/2" x 4"	Carriage	\$1.18/ea.	NO BID
4	1/2" x 6"	Carriage	\$1.70/ea.	NO BID
5	1/2" x 7"	Carriage	\$2.12/ea.	NO BID
6	1/2" x 8"	Carriage	\$2.33/ea.	NO BID
7	1/2" x 10"	Carriage	\$2.70/ea.	NO BID
8	1/2" x 12"	Carriage	\$3.30/ea.	NO BID
9	1/2" x 16"	Carriage	\$4.00/ea.	NO BID
10	1/2" x 18"	Carriage	NO BID	X NO BID
11	1/2" x 20"	Carriage	NO BID	X NO BID
12	1/2" x 22"	Carriage	NO BID	X NO BID
13	1/2" x 24"	Carriage	NO BID	X NO BID
14	3/8" x 2"	Carriage	\$0.25/ea.	NO BID
15	3/8" x 3"	Carriage	\$0.30/ea.	NO BID
16	3/8" x 4"	Carriage	\$0.47/ea.	NO BID
17	3/8" x 5"	Carriage	\$0.75/ea.	NO BID
18	3/8" x 6"	Carriage	\$0.85/ea.	NO BID
19	3/8" x 7"	Carriage	\$1.02/ea.	NO BID
20	3/8" x 8"	Carriage	\$1.25/ea.	NO BID
21	5/8" x 4"	Carriage	\$1.50/ea.	NO BID
22	5/8" x 6"	Carriage	\$2.00/ea.	NO BID
23	5/8" x 8"	Carriage	\$3.60/ea.	NO BID
24	5/8" x 10"	Carriage	\$4.80/ea.	NO BID
25	5/8" x 12"	Carriage	\$5.00/ea.	NO BID
26	5/8" x 14"	Carriage	\$5.50/ea.	NO BID
27	5/8" x 16"	Carriage	\$6.00/ea.	\$3.47/ea.
28	5/8" x 18"	Carriage	NO BID	\$3.79/ea.
29	5/8" x 20"	Carriage	NO BID	\$3.89/ea.
30	5/8" x 22"	Carriage	NO BID	\$3.83/ea.
31	5/8" x 24"	Carriage	NO BID	\$3.89/ea.
B. Threaded Rod 6" Thread Bolt Ends w/ 2 Nuts & 2 Dock Washers Cut Thread, Hot Dipped Galvanized				
ITEM #	Size	Description	Unit Price	Unit Price
1	3/4" x 8'	Threaded Rod 6" Thread Bolt Ends w/ 2 Nuts & 2 Washers	NO BID	X NO BID
2	3/4" x 10'	Threaded Rod 6" Thread Bolt Ends w/ 2 Nuts & 2 Washers	NO BID	X NO BID
3	3/4" x 12'	Threaded Rod 6" Thread Bolt Ends w/ 2 Nuts & 2 Washers	NO BID	\$59.77/ea.
4	3/4" x 14'	Threaded Rod 6" Thread Bolt Ends w/ 2 Nuts & 2 Washers	NO BID	X NO BID
5	3/4" x 16'	Threaded Rod 6" Thread Bolt Ends w/ 2 Nuts & 2 Washers	NO BID	X NO BID
6	1" x 12'	Threaded Rod 6" Thread Bolt Ends w/ 2 Nuts & 2 Washers	NO BID	X NO BID
7	1" x 8'	Threaded Rod 6" Thread Bolt Ends w/ 2 Nuts & 2 Washers	NO BID	X NO BID
8	1" x 10'	Threaded Rod 6" Thread Bolt Ends w/ 2 Nuts & 2 Washers	NO BID	X NO BID
9	1" x 14'	Threaded Rod 6" Thread Bolt Ends w/ 2 Nuts & 2 Washers	NO BID	X NO BID
10	1" x 16'	Threaded Rod 6" Thread Bolt Ends w/ 2 Nuts & 2 Washers	NO BID	X NO BID
11	1" x 19'	Threaded Rod 6" Thread Bolt Ends w/ 2 Nuts & 2 Washers	NO BID	X NO BID
12	1" x 20'	Threaded Rod 6" Thread Bolt Ends w/ 2 Nuts & 2 Washers	NO BID	X NO BID
C. Hot Dipped Galvanized Shoulder Nut Eye Bolts w/ Nuts & Washers				
ITEM #	Size	Description	Unit Price	Unit Price
1	1/2" x 6"	Shoulder Nut Eye Bolt w/ Nuts & Washers	NO BID	X NO BID
2	1/2" x 4"	Shoulder Nut Eye Bolt w/ Nuts & Washers	NO BID	X NO BID
3	1/2" x 12"	Shoulder Nut Eye Bolt w/ Nuts & Washers	NO BID	X NO BID

GALVANIZED HARDWARE				
CONTRACT # 1123-35			EAST ISLIP LUMBER	
			T.C.S. Marine Services	
D. Proof Coil Chain, Hot Dipped Galvanized Welded				
ITEM #	Size	Description	Unit Price	Unit Price
1	1/4" x 1000'	Proof Coil Chain, Hot Dipped Galvanized Welded	NO BID	0 \$2.16/ft.
2	1/4" x 141'	Proof Coil Chain, Hot Dipped Galvanized Welded	NO BID	0 \$2.06/ft.
E. Timber Bolts with Hex Nuts and Washers Hot Dipped Galvanized				
ITEM #	Size	Description	Unit Price	Unit Price
1	5/8" x 4"	Timber Bolts w/ Hex nuts and Washers	NO BID	NO BID
2	5/8" x 6"	Timber Bolts w/ Hex nuts and Washers	NO BID	\$4.86/ea.
3	5/8" x 10"	Timber Bolts w/ Hex nuts and Washers	\$4.90/ea.	\$6.66/ea.
4	5/8" x 12"	Timber Bolts w/ Hex nuts and Washers	\$5.50/ea.	\$6.96/ea.
5	5/8" x 14"	Timber Bolts w/ Hex nuts and Washers	\$6.50/ea.	\$8.27/ea.
6	5/8" x 16"	Timber Bolts w/ Hex nuts and Washers	\$7.00/ea.	\$8.58/ea.
7	5/8" x 18"	Timber Bolts w/ Hex nuts and Washers	\$7.50/ea.	\$8.97/ea.
8	5/8" x 20"	Timber Bolts w/ Hex nuts and Washers	NO BID	\$9.92/ea.
9	5/8" x 22"	Timber Bolts w/ Hex nuts and Washers	NO BID	\$12.57/ea.
10	5/8" x 24"	Timber Bolts w/ Hex nuts and Washers	NO BID	\$11.51/ea.
11	3/4" x 4"	Timber Bolts w/ Hex nuts and Washers	NO BID	\$8.71/ea.
12	3/4" x 6"	Timber Bolts w/ Hex nuts and Washers	NO BID	\$8.77/ea.
13	3/4" x 8"	Timber Bolts w/ Hex nuts and Washers	\$8.33/ea.	\$8.77/ea.
14	3/4" x 10"	Timber Bolts w/ Hex nuts and Washers	\$10.50/ea.	\$8.86/ea.
15	3/4" x 12"	Timber Bolts w/ Hex nuts and Washers	\$11.75/ea.	\$10.36/ea.
16	3/4" x 14"	Timber Bolts w/ Hex nuts and Washers	\$12.50/ea.	\$11.56/ea.
17	3/4" x 16"	Timber Bolts w/ Hex nuts and Washers	\$13.50/ea.	\$12.97/ea.
18	3/4" x 18"	Timber Bolts w/ Hex nuts and Washers	\$14.50/ea.	\$12.56/ea.
19	3/4" x 20"	Timber Bolts w/ Hex nuts and Washers	NO BID	\$14.90/ea.
20	3/4" x 22"	Timber Bolts w/ Hex nuts and Washers	NO BID	\$16.90/ea.
21	3/4" x 24"	Timber Bolts w/ Hex nuts and Washers	NO BID	\$17.97/ea.
22	1/2" x 4"	Timber Bolts w/ Hex nuts and Washers	NO BID	\$3.31/ea.
23	1/2" x 6"	Timber Bolts w/ Hex nuts and Washers	NO BID	\$3.34/ea.
24	1/2" x 7"	Timber Bolts w/ Hex nuts and Washers	NO BID	\$3.37/ea.
25	1/2" x 8"	Timber Bolts w/ Hex nuts and Washers	\$3.71/ea.	\$3.61/ea.
26	1/2" x 10"	Timber Bolts w/ Hex nuts and Washers	\$3.90/ea.	\$4.11/ea.
27	1/2" x 12"	Timber Bolts w/ Hex nuts and Washers	\$4.15/ea.	\$4.51/ea.
28	1/2" x 14"	Timber Bolts w/ Hex nuts and Washers	\$4.50/ea.	\$4.97/ea.
29	1/2" x 16"	Timber Bolts w/ Hex nuts and Washers	NO BID	\$4.97/ea.
30	1/2" x 18"	Timber Bolts w/ Hex nuts and Washers	NO BID	\$15.37/ea.
31	1/2" x 20"	Timber Bolts w/ Hex nuts and Washers	NO BID	\$9.89/ea.
32	1/2" x 22"	Timber Bolts w/ Hex nuts and Washers	NO BID	\$14.51/ea.
33	1/2" x 24"	Timber Bolts w/ Hex nuts and Washers	NO BID	\$16.75/ea.
F. Nails- Hot Dipped Galvanized				
ITEM #	Size	Description	Unit Price	Unit Price
1	8	Nails- Hot dipped Galvanized	\$137.00/50# box	\$171.00/50# box
2	10	Nails- Hot dipped Galvanized	\$137.00/50# box	\$114.00/50# box
3	16	Nails- Hot dipped Galvanized	\$137.00/50# box	\$121.90/50# box
4	20	Nails- Hot dipped Galvanized	\$137.00/50# box	\$149.60/50# box
5	40	Nails- Hot dipped Galvanized	\$122.00/50# box	\$149.90/50# box
6	60	Nails- Hot dipped Galvanized	\$122.00/50# box	NO BID
G. Hot Dipped Galvanized Lag Bolts with Washer				
ITEM #	Size	Description	Unit Price	Unit Price
1	5/16" x 2 1/2"	Hot Dipped Galvanized Lag Bolts w/ Washers	NO BID	NO BID
2	3/8" x 6"	Hot Dipped Galvanized Lag Bolts w/ Washers	NO BID	NO BID
3	3/8" x 8"	Hot Dipped Galvanized Lag Bolts w/ Washers	NO BID	NO BID
H. Hot Dipped Galvanized Open Base Dock Cleat				
ITEM #	Size	Description	Unit Price	Unit Price
1	8"	Hot Dipped Galvanized Open Base Dock Cleat	NO BID	\$7.71/ea.
2	10"	Hot Dipped Galvanized Open Base Dock Cleat	\$18.50/ea.	\$13.77/ea.
3	12"	Hot Dipped Galvanized Open Base Dock Cleat	NO BID	\$14.81/ea.

GALVANIZED HARDWARE				
CONTRACT # 1123-35			EAST ISLIP LUMBER	T.C.S. Marine Services
I. Hot Dipped Galvanized Long Link Chain GR.30 (Domestic)				
ITEM #	Size	Description	Unit Price	Unit Price
1	1/4" x 400'	Hot Dipped Galvanized Long Link Chain	NO BID	NO BID
2	1/4" x 800'	Hot Dipped Galvanized Long Link Chain	NO BID	NO BID
3	5/16" x 275'	Hot Dipped Galvanized Long Link Chain	NO BID	NO BID
4	5/16" x 550'	Hot Dipped Galvanized Long Link Chain	NO BID	NO BID
5	3/8" x 200'	Hot Dipped Galvanized Long Link Chain	NO BID	NO BID
6	3/8" x 400'	Hot Dipped Galvanized Long Link Chain	NO BID	NO BID
7	1/2" x 100'	Hot Dipped Galvanized Long Link Chain	NO BID	NO BID
8	1/2" x 200'	Hot Dipped Galvanized Long Link Chain	NO BID	NO BID
J. Hot Dipped Galvanized Domestic Screw Pin Anchor Shackles				
ITEM #	Size	Description	Unit Price	Unit Price
1	1/4"	Hot Dipped Galvanized Screw Pin Anchor Shackle	NO BID	NO BID
2	5/16"	Hot Dipped Galvanized Screw Pin Anchor Shackle	NO BID	NO BID
3	3/8"	Hot Dipped Galvanized Screw Pin Anchor Shackle	NO BID	NO BID
4	7/16"	Hot Dipped Galvanized Screw Pin Anchor Shackle	NO BID	NO BID
5	1/2"	Hot Dipped Galvanized Screw Pin Anchor Shackle	NO BID	NO BID
K. Hot Dipped Galvanized Domestic Swivels- Eye & Eye				
ITEM #	Size	Description	Unit Price	Unit Price
1	1/4"	Hot Dipped Galvanized Domestic Swivels- Eye & Eye	NO BID	NO BID
2	1/2"	Hot Dipped Galvanized Domestic Swivels- Eye & Eye	NO BID	NO BID
3	3/4"	Hot Dipped Galvanized Domestic Swivels- Eye & Eye	NO BID	NO BID
4	3/8"	Hot Dipped Galvanized Domestic Swivels- Eye & Eye	NO BID	NO BID
5	5/8"	Hot Dipped Galvanized Domestic Swivels- Eye & Eye	NO BID	NO BID
6	5/16"	Hot Dipped Galvanized Domestic Swivels- Eye & Eye	NO BID	NO BID
L. Hot Dipped Galvanized Domestic Swivels- Jaw & Eye				
ITEM #	Size	Description	Unit Price	Unit Price
1	1/4"	Hot Dipped Galvanized Domestic Swivels- Jaw & Eye	NO BID	NO BID
2	1/2"	Hot Dipped Galvanized Domestic Swivels- Jaw & Eye	NO BID	NO BID
3	3/4"	Hot Dipped Galvanized Domestic Swivels- Jaw & Eye	NO BID	NO BID
4	3/8"	Hot Dipped Galvanized Domestic Swivels- Jaw & Eye	NO BID	NO BID
5	5/8"	Hot Dipped Galvanized Domestic Swivels- Jaw & Eye	NO BID	NO BID
6	5/16"	Hot Dipped Galvanized Domestic Swivels- Jaw & Eye	NO BID	NO BID
M. Hot Dipped Galvanized Wire Clip				
ITEM #	Size	Description	Unit Price	Unit Price
1	1/4"	Hot Dipped Galvanized Wire Clip	NO BID	NO BID
2	5/16"	Hot Dipped Galvanized Wire Clip	NO BID	NO BID
3	3/8"	Hot Dipped Galvanized Wire Clip	NO BID	NO BID
4	7/16"	Hot Dipped Galvanized Wire Clip	NO BID	NO BID
5	1/2"	Hot Dipped Galvanized Wire Clip	NO BID	NO BID
6	5/8"	Hot Dipped Galvanized Wire Clip	NO BID	NO BID
7	3/4"	Hot Dipped Galvanized Wire Clip	NO BID	NO BID
N. Hot Dipped Galvanized Headed Clevis Pins				
ITEM #	Size	Description	Unit Price	Unit Price
1	3/4" x 3"	Hot Dipped Galvanized Headed Clevis Pins	NO BID	NO BID
O. Hot Dipped Galvanized Sling Link (Pear Shaped)				
ITEM #	Size	Description	Unit Price	Unit Price
1	1/2"	Hot Dipped Galvanized Sling Link	NO BID	NO BID
2	5/8"	Hot Dipped Galvanized Sling Link	NO BID	NO BID

GALVANIZED HARDWARE				EAST ISLIP LUMBER		T.C.S Marine Services	
CONTRACT # 1123-35							
P. Hot Dipped Galvanized Wire Rope Thimbles							
ITEM #	Size	Description	Unit Price		Unit Price		Unit Price
1	5/16"	Hot Dipped Galvanized Wire Rope Thimbles	NO BID	X	NO BID		NO BID
2	3/8"	Hot Dipped Galvanized Wire Rope Thimbles	NO BID	X	NO BID		NO BID
3	1/2"	Hot Dipped Galvanized Wire Rope Thimbles	NO BID	X	NO BID		NO BID
4	5/8"	Hot Dipped Galvanized Wire Rope Thimbles	NO BID	X	NO BID		NO BID
5	3/4"	Hot Dipped Galvanized Wire Rope Thimbles	NO BID	X	NO BID		NO BID
Q. Hot Dipped Galvanized Dock Washers							
ITEM #	Size	Description	Unit Price		Unit Price		Unit Price
1	1/2"	Hot Dipped Galvanized Dock Washers	\$3.00/ea.		\$3.41/ea.		
2	5/8"	Hot Dipped Galvanized Dock Washers	\$3.75/ea.		\$2.55/ea.		
3	3/4"	Hot Dipped Galvanized Dock Washers	\$4.50/ea.		\$2.31/ea.		
4	7/8"	Hot Dipped Galvanized Dock Washers	\$5.00/ea.		\$2.11/ea.		
5	1"	Hot Dipped Galvanized Dock Washers	NO BID		\$3.18/ea.		
6	1 1/4"	Hot Dipped Galvanized Dock Washers	NO BID		\$4.70/ea.		
R. Hot Dipped Galvanized Flat Washers							
ITEM #	Size	Description	Unit Price		Unit Price		Unit Price
1	1/4"	Hot Dipped Galvanized Flat Washers	\$0.20/ea.		\$0.29/ea.		
2	5/16"	Hot Dipped Galvanized Flat Washers	\$0.20/ea.		\$0.29/ea.		
3	3/8"	Hot Dipped Galvanized Flat Washers	\$0.20/ea.		\$0.31/ea.		
4	1/2"	Hot Dipped Galvanized Flat Washers	\$0.20/ea.		\$0.31/ea.		
5	5/8"	Hot Dipped Galvanized Flat Washers	\$0.50/ea.		\$0.35/ea.		
6	3/4"	Hot Dipped Galvanized Flat Washers	\$0.75/ea.		\$0.43/ea.		
7	1"	Hot Dipped Galvanized Flat Washers	NO BID		\$0.77/ea.		
S. Hot Dipped Galvanized Nuts							
ITEM #	Size	Description	Unit Price		Unit Price		Unit Price
1	1/4"	Hot Dipped Galvanized Nuts	\$0.20/ea.		\$0.35/ea.		
2	5/16"	Hot Dipped Galvanized Nuts	\$0.20/ea.		\$0.35/ea.		
3	3/8"	Hot Dipped Galvanized Nuts	\$0.20/ea.		\$0.37/ea.		
4	1/2"	Hot Dipped Galvanized Nuts	\$0.20/ea.		\$0.37/ea.		
5	5/8"	Hot Dipped Galvanized Nuts	\$0.50/ea.		\$0.39/ea.		
6	3/4"	Hot Dipped Galvanized Nuts	\$0.75/ea.		\$0.39/ea.		
7	1"	Hot Dipped Galvanized Nuts	NO BID		\$0.47/ea.		
T. Hot Dipped Galvanized Lock Washers							
ITEM #	Size	Description	Unit Price		Unit Price		Unit Price
1	1/4"	Hot Dipped Galvanized Lock Washers	\$0.25/ea.		\$0.21/ea.		
2	5/16"	Hot Dipped Galvanized Lock Washers	\$0.25/ea.		\$0.21/ea.		
3	3/8"	Hot Dipped Galvanized Lock Washers	\$0.25/ea.		\$0.24/ea.		
4	1/2"	Hot Dipped Galvanized Lock Washers	\$0.25/ea.		\$0.28/ea.		
5	5/8"	Hot Dipped Galvanized Lock Washers	\$0.60/ea.		\$0.29/ea.		
6	3/4"	Hot Dipped Galvanized Lock Washers	\$0.90/ea.		\$0.31/ea.		
7	1"	Hot Dipped Galvanized Lock Washers	NO BID		\$0.74/ea.		

Galvanized Hardware Contract 1123-35

East Islip Lumber:

(A) 1-9, 14-26

(E) 3-7, 13, 26-28

(F) 1, 4-6

(Q) 1

(R) 1-4

(S) 1-4

(T) 4

T.C.S. Marine Services

(A) 27-31

(B) 3

(D) 1, 2

(E) 2, 8-12, 14-25, 29-33

(F) 2, 3

(H) 1-3

(Q) 2-6

(R) 5-7

(S) 5-7

(T) 1-3, 5-7

No Bid items

(A) 10-13

(B) 1-2, 4-12

(C) All of it

(E) 1,

(g) All of it

(I) "

(J) "

(K) "

(L) "

(M) "

(N) "

(O) "

(P) "

January 23, 2024

WHEREAS, the Town solicited competitive bids for the purchase of **Galvanized Hardware Contract # 1123-35**, and

WHEREAS, the bid was advertised and sealed bids were opened on November 15, 2023 and East Islip Lumber, 33 Wall Street., East Islip, NY 11730 and T.C.S. Marine Services Company, 2933 Judith Drive, Bellmore, NY, 11710-5310 submitted the lowest dollar bids; and

WHEREAS, East Islip Lumber and T.C.S. Marine Services Company have been determined to be responsible bidders, and

NOW, THEREFORE, on a motion of

seconded by _____, be it

RESOLVED, that the Town Board of the Town of Islip hereby award the following: East Islip Lumber Items A) 1-9,14-26; E) 3-7,13, 26-29; F) 1,4-6; Q) 1; R) 1-4; S) 1-4; T) 4 ; and T.C.S. Marine Services Company, Items A) 27-31; B) 3; D) 1-2; E) 2, 8-12, 14-25,29-33; F) 2-3; H) 1-3; Q) 2-6; R) 5-7; S) 5-7; T) 1-3, 5-7 as per the circled items on the attached tabulation for One (1) year from date of award.

Upon a vote being taken, the result was:

No: 4

BID ITEM: 623-253 Used 12 Yd Combnation Sewer Cleaner mounted on Freightliner
114SD Chassis

BID PRICE: See Attached Tabulation

LOWEST RESPONSIBLE BIDDER: Jack Doheny Companies, Inc.

COMPETITVE BID: 6/28/2023

BUDGET ACCOUNT NUMBER : H2 2. ~~50~~.32302 *Edg*

ANTICIPATED EXPENDITURE: \$575,00.00

DEPARTMENT: DPW

JUSTIFICATION OF NEED: _____

EXPLANATION IF NOT LOW BIDDER: _____

Used 12 yd. Comination Sewer Cleaner mounted on Freightliner 114SD Chassis		
CONTRACT # 623-253		
	Trius, Inc.	Jack Doheny Companies, Inc.
ITEM #		
A) Used 12 yd Combination Sewer Cleaner	\$649,887.00/ea.	\$554,530.00/ea.
B) Options		
1) 5 year Cummins engine warranty for a period of five years or 100,000 miles	\$2,300.00	\$1,300.00
2) 5 year Cummins Aftertreatment warranty for a period of five years or 100,000 miles	\$1,130.00	\$590.00
3) Allison transmission for 7 years unlimited miles	\$1,670.00	\$1,060.00
4) Freightliner TC4 warranty for a period of 5 years or 100,000 miles	\$3,635.00	\$2,695.00
5) 5 year front and rear axle warranty for a period of five years or 100,000 miles	\$320.00	\$255.00
6) 13-24 month Extended Vac-Con warranty	\$7,500.00	No Bid

Used 12 yd Combination Sewer Cleaner mounted on Freightliner 114SD Chassis

Contract# 623-253

Date: 6/28/23

THIS TABULATION OF SEALED BIDS OPENED IN ACCORDANCE WITH SECTION 103 OF THE GENERAL MUNICIPAL LAW FOR THE PURPOSE OF CONSIDERING THE AWARD OF A PURCHASE CONTRACT FOR USE IN THE TOWN OF ISLIP.

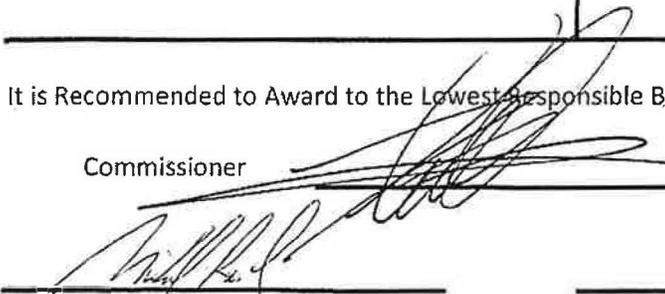
Budget# H22.5110.32302 Estimated Amount \$575,000⁰⁰

Vendor	Amount
Trius Inc. 458 Johnson Ave. PO Box 158 Bohemia, NY 11716	BID
Trux Inc. 1365 Lakeland Ave. Bohemia, NY 11716	
Gabrielli Truck Sales 3200 Horseblock Rd. Medford, NY 11763	NO BID
Jack Doheny Co. 777 Doheny Drive Notrhville, MI 48167	BID

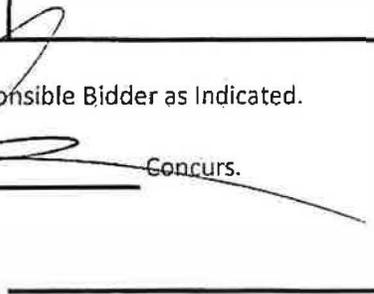
It is Recommended to Award to the Lowest Responsible Bidder as Indicated.

Commissioner

Concurs.



Michael Rand
Director



Nelly Smith
Senior Office Assistant

January 23, 2024
Resolution no. 33

WHEREAS, the Town solicited competitive bids for the purchase of **Used 12 Yd. Combination Sewer Cleaner mounted on Freightliner 114SD Chassis # 623-253**, and

WHEREAS, the bid was advertised and sealed bids were opened on June 28, 2023 and Jack Doheny Companies Inc., 777 Doheny Drive, Northville, MI 48167 submitted the lowest dollar bid; and

WHEREAS, Jack Doheny Companies Inc. has been determined to be a responsible bidder.

NOW, THEREFORE, on a motion of

seconded by _____, be it

RESOLVED, that the Town Board of the Town of Islip hereby award the contract to Jack Doheny Companies Inc. in the amount of: A) \$554,530.00/ea., B1) \$1,300.00 (5 year engine warranty), B2) \$590.00 (5 year aftertreatment warranty), B3) \$1,060.00 (Allison transmission for 7 years), B4) \$2,695.00 (5 year Freightliner TC4 warranty), B5) \$255.00 (5 year Axle warranty) for one (1) year from date of award.

Upon a vote being taken, the result was:

No: 5

BID ITEM: 1023-178 Parts & Labor to Repair Freightliner M2106 Trucks

BID PRICE: 1) 2% (discount on parts), 2) \$115.00/hr. (labor rate)

LOWEST RESPONSIBLE BIDDER: Trux Inc.

COMPETITIVE BID: 10/25/2023

BUDGET ACCOUNT NUMBER : DB.1640.41220, DB.1640.44119

ANTICIPATED EXPENDITURE: \$40,000.00

DEPARTMENT: DPW

JUSTIFICATION OF NEED: _____

EXPLANATION IF NOT LOW BIDDER: _____

Parts & Labor to Repair Freightliner M2106 Trucks

Contract# 1023-178

Date: 10/25/23

THIS TABULATION OF SEALED BIDS OPENED IN ACCORDANCE WITH SECTION 103 OF THE GENERAL MUNICIPAL LAW FOR THE PURPOSE OF CONSIDERING THE AWARD OF A PURCHASE CONTRACT FOR USE IN THE TOWN OF ISLIP.

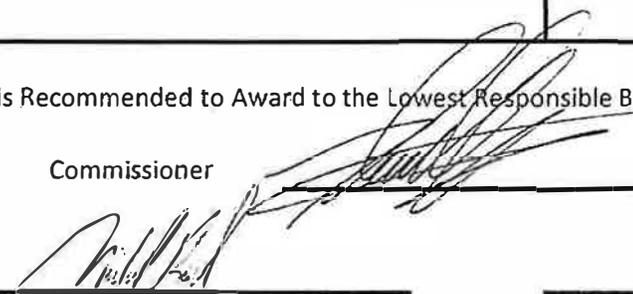
Budget# DB.1640.44119 Estimated Amount \$40,000⁰⁰
DB.1640.41220

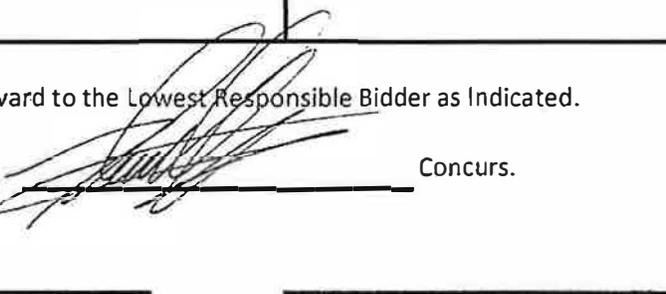
Vendor	Amount
Trux Inc. 1365 Lakeland Ave. Bohemia, NY 11716	1) 2% (discount on parts) 2) \$115.00/hr. (labor rate)
Suffolk County Brake Service 862 Lincoln Ave. Bohemia, NY 11716	
Syosset Trux Sales 1561 Stewart Ave. Westbury, NY 11590	
TLC Auto & Truck Center Inc. 230 Route 109 Farmingdale, NY 11735	1) 0% (discount on parts) 2) \$150.00/hr. (labor rate)

It is Recommended to Award to the Lowest Responsible Bidder as Indicated.

Commissioner

Concurs.


 Michael Rand
 Director


 Nelly Smith
 Senior Office Assistant

January 23, 2024
Resolution no 33

WHEREAS, the Town solicited competitive bids for the purchase of **Parts & Labor to Repair Freightliner M2106 Trucks # 1023-178, and**

WHEREAS, the bid was advertised and sealed bids were opened on October 25, 2023 and Trux, Inc., 1365 Lakeland Ave., Bohemia, NY 11716 submitted the lowest dollar bid; and

WHEREAS, Trux, Inc. has been determined to be a responsible bidder.

NOW, THEREFORE, on a motion of

seconded by _____, be it

RESOLVED, that the Town Board of the Town of Islip hereby award the contract to Trux, Inc. in the amount of: 1) 2% (discount on parts), 2) \$115.00/hr. (Labor rate), for one (1) year from date of award with the Town's option to renew for a one (1) year option under the same terms and conditions

Upon a vote being taken, the result was:

No: 6

BID ITEM: 1123-174 Parts & Labor to Repair Tractors

BID PRICE: See Tabulation

LOWEST RESPONSIBLE BIDDER: All Island Equipment, Malvese Equipment,
Jesco, Inc.

COMPETITIVE BID: 11/22/2023

BUDGET ACCOUNT NUMBER : A.1640.44119, A.1640.41220

ANTICIPATED EXPENDITURE: \$10,000.00

DEPARTMENT: DPW

JUSTIFICATION OF NEED:

EXPLANATION IF NOT LOW BIDDER:

Parts & Labor to Repair Tractors

Contract# 1123-174

Date: 11/22/23

THIS TABULATION OF SEALED BIDS OPENED IN ACCORDANCE WITH SECTION 103 OF THE GENERAL MUNICIPAL LAW FOR THE PURPOSE OF CONSIDERING THE AWARD OF A PURCHASE CONTRACT FOR USE IN THE TOWN OF ISLIP.

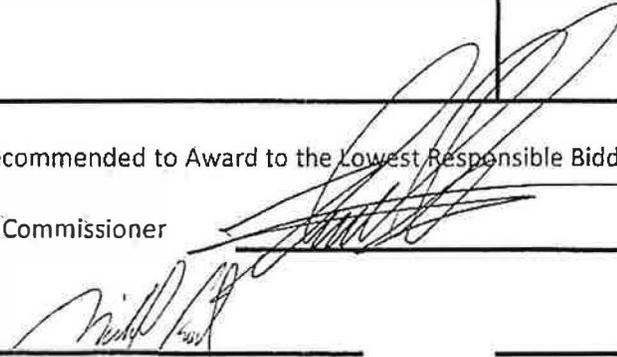
Budget# A.1640.44119
A.1640.41220 Estimated Amount \$10,000⁰⁰

Vendor	Amount
All Island Equipment 39 Jersey Street W. Babylon, NY 11704	BID
United Ag & Turf 400 W. Old Country Rd. Hicksville, NY 11801	
Malvese Equipment 1 Henrietta Street Hicksville, NY 11801	BID
Jesco Inc. 110 Jefryn Blvd. East Deer Park, NY 11729	BID

It is Recommended to Award to the Lowest Responsible Bidder as Indicated.

Commissioner

Concurs.



Michael Rand
Director

Nelly Smith
Senior Office Assistant

PARTS & LABOR TO REPAIR	All Island	Malvese	Jesco Inc.
TRACTORS	Equipment Corp.	Equipment	
CONTRACT #1123-174			
ITEM #			
A. MASEY FERGUSEN			
1. Discount on Parts	0%	NO BID	NO BID
2. Hourly Labor Rate	\$198.00/hr.	NO BID	NO BID
B. JOHN DEERE			
1. Discount on Parts	NO BID	NO BID	3%
2. Hourly Labor Rate	NO BID	NO BID	\$241.00/hr. (in-shop)/\$259.00/hr.(field)
C. FORD			
1. Discount on Parts	NO BID	0%	NO BID
2. Hourly Labor Rate	NO BID	\$170.00/hr.	NO BID
D. NEW HOLLAND			
1. Discount on Parts	NO BID	0%	NO BID
	NO BID	\$170.00/hr.	NO BID

January 23, 2024
Resolution no. 33

WHEREAS, the Town solicited competitive bids for the purchase of **Parts & Labor to Repair Tractors # 1123-174, and**

WHEREAS, the bid was advertised and sealed bids were opened on November 22, 2023 and All Island Equipment, 39 Jersey Street, W. Babylon, NY 11704; Malvese Equipment, 1 Henrietta Street, Hicksville, NY 11801; and Jesco Inc., 118 Saint Nicholas Avenue, South Plainfield, NJ 07080 submitted the lowest dollar bids; and

WHEREAS, All Island Equipment, Malvese Equipment and Jesco Inc. have been determined to be responsible bidders.

NOW, THEREFORE, on a motion of
seconded by _____, be it

RESOLVED, that the Town Board of the Town of Islip hereby award the contract to All Island Equipment. in the amount of: Masey Ferguson A1) 0% (discount on parts), A2) \$198.00/hr. (labor rate); Jesco Inc.: John Deere B1) 3% (discount on parts), B2) 241.00/hr. (in shop labor rate), \$259.00/hr. (field labor rate) and Malvese Equipment: Ford C1) 0% (discount on parts), C2) \$170.00/hr. (labor rate), New Holland D1) 0% (discount on parts), D2) \$170.00/hr. (labor rate) for one (1) year from date of award with the Town's option to renew for a one (1) year option under the same terms and conditions

Upon a vote being taken, the result was:

No: 7

BID ITEM: 1123-103 Automotive Heating & Cooling Systems

BID PRICE: See attached tabulation Sheet

LOWEST RESPONSIBLE BIDDER: Suffolk County Brake Service

COMPETITIVE BID: 11/22/2023

BUDGET ACCOUNT NUMBER : A.1640.44119, DB.1640.44120

ANTICIPATED EXPENDITURE: \$5,000.00

DEPARTMENT: DPW

JUSTIFICATION OF NEED: _____

EXPLANATION IF NOT LOW BIDDER: _____

Automotive Heating & Cooling Systems

Contract# 1123-103

Date: 11/22/23

THIS TABULATION OF SEALED BIDS OPENED IN ACCORDANCE WITH SECTION 103 OF THE GENERAL MUNICIPAL LAW FOR THE PURPOSE OF CONSIDERING THE AWARD OF A PURCHASE CONTRACT FOR USE IN THE TOWN OF ISLIP.

Budget# A. 11640.44119
DB. 11640.44120 Estimated Amount \$5000⁰⁰

Vendor	Amount
ACME Radiator & Glassworks 49 Carleton Ave. Islip Terrace, NY 11752	A) 1: 10% (discount on parts), 2: \$150.00/hr. (Labor) B) 1: 10% (discount on parts), 2: \$150.00/hr. (Labor)
Suffolk County Brake Service 862 Lincoln Ave. Bohemia, NY 11716	A) 1: 25% (discount on parts), 2: \$99.00/hr. (Labor) B) 1: 25% (discount on parts), 2: \$99.00/hr. (Labor)
TLC Auto & Truck Center Inc. 230 Route 109 Farmingdale, NY 11735	A) 1: 0% (discount on parts), 2: \$150.00/hr. (Labor) B) 1: 0% (discount on parts), 2: \$150.00/hr. (Labor)

It is Recommended to Award to the Lowest Responsible Bidder as Indicated.

Commissioner


 Michael Rand
 Director

Concurs.

 Nelly Smith
 Senior Office Assistant

January 23, 2024
Resolution no 33

WHEREAS, the Town solicited competitive bids for the purchase of **Automotive Heating & Cooling Systems # 1123-103**, and

WHEREAS, the bid was advertised and sealed bids were opened on November 22, 2023 and Suffolk County Brake Service, 862 Lincoln Ave., Bohemia, NY 11716 submitted the lowest dollar bid; and

WHEREAS, Suffolk County Brake Service Inc. has been determined to be responsible bidder.

NOW, THEREFORE, on a motion of
seconded by _____, be it

RESOLVED, that the Town Board of the Town of Islip hereby award the contract to Suffolk County Brake Service Inc. in the amount of: A)1: 25% (discount on parts), A2) \$99.00/hr. (labor); B1) 25% (discount on parts), B2) \$99.00/hr. (labor) for one (1) year from date of award with the Town's option to renew for two (2) additional years under the same terms and conditions

Upon a vote being taken, the result was:

No: 8

BID ITEM: 1023-92 Chevrolet Vehicle Parts Price List

BID PRICE: A1) 30% Off (Parts), A2) \$125.00/hr (Labor rate)

LOWEST RESPONSIBLE BIDDER: Cars Unlimited of Suffolk LLC d/b/a
Nesenger 112 Chevrolet

COMPETITIVE BID: 11/22/23 (2nd Adv.)

BUDGET ACCOUNT NUMBER : A.1640.41220

ANTICIPATED EXPENDITURE: 10,000.00

DEPARTMENT: DPW

JUSTIFICATION OF NEED: _____

EXPLANATION IF NOT LOW BIDDER: _____

Bid was advertised twice, 1st opening was 10/25/23 and one bid was received.
2nd opening was 11/22/23 and one bid was received.

Chevrolet Vehicle Parts Price List

Contract# 1023-92

Date: 11/22/23 (2nd Adv.)

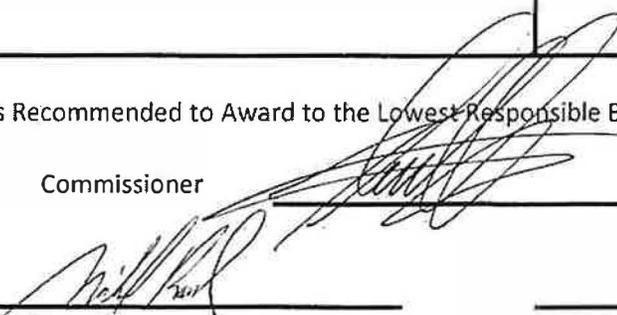
THIS TABULATION OF SEALED BIDS OPENED IN ACCORDANCE WITH SECTION 103 OF THE GENERAL MUNICIPAL LAW FOR THE PURPOSE OF CONSIDERING THE AWARD OF A PURCHASE CONTRACT FOR USE IN THE TOWN OF ISLIP.

Budget# A.1640.41220 Estimated Amount \$10,000⁰⁰

Vendor	Amount
Chevrolet of Smithtown 920 Middle Country Rd St James, NY 11780	
Chevrolet 112 2096 NY 112 Medford, NY 11763	A1) 30% off (parts) A2) \$125.00/hr. (Labor)
Atlantic Chevrolet 1350 Sunrise Highway Bay Shore, NY 11706	
East Chevrolet 1330 Old Country Rd. Riverhead, NY 11901	

It is Recommended to Award to the Lowest Responsible Bidder as Indicated.

Commissioner _____ Concur.



Michael Rand
Director

Nelly Smith
Senior Office Assistant

January 23, 2024
Resolution no. 33

WHEREAS, the Town solicited competitive bids for the purchase of **Chevrolet Vehicle Parts Price List # 1023-92**, and

WHEREAS, the bid was advertised twice and sealed bids were opened on November 22, 2023 and Cars Unlimited of Suffolk LLC d/b/a Nesenger 112 Chevrolet, 2096 Route 112, Medford, NY 11763 submitted the only bid; and

WHEREAS, Cars Unlimited of Suffolk LLC d/b/a Nesenger 112 Chevrolet has been determined to be responsible bidder.

NOW, THEREFORE, on a motion of
seconded by _____, be it

RESOLVED, that the Town Board of the Town of Islip hereby award the contract to Cars Unlimited of Suffolk LLC d/b/a Nesenger 112 Chevrolet in the amount of: A1) 30% (discount on parts), A2) \$125.00/hr. (labor) for one (1) year from date of award with the Town's option to renew for two (2) additional years under the same terms and conditions

Upon a vote being taken, the result was:

No: 9

BID ITEM: Arts & Crafts, Board Games (1123-47)

BID PRICE: See Tabulation

LOWEST RESPONSIBLE BIDDER: S&S Worldwide, Lakeshore Learning Material,
BSN Sports LLC

COMPETITIVE BID: 11/15/2023

BUDGET ACCOUNT NUMBER : A7031.4-1610 (\$8,000), A7310.4-1610 (\$20,000)
A7034.4-1610 (\$1,000), A7420.4-1040 (\$500)

ANTICIPATED EXPENDITURE: \$29,500.00

DEPARTMENT: Parks & Recreation

JUSTIFICATION OF NEED: for supplies, games, arts & crafts for Town
recreation programs.

EXPLANATION IF NOT LOW BIDDER:

Arts & Crafts, Board Games

Contract# 1123-47

Date: 11/15/23

THIS TABULATION OF SEALED BIDS OPENED IN ACCORDANCE WITH SECTION 103 OF THE GENERAL MUNICIPAL LAW FOR THE PURPOSE OF CONSIDERING THE AWARD OF A PURCHASE CONTRACT FOR USE IN THE TOWN OF ISLIP.

Budget# 7031.4-1610 7034.4-1610 Estimated Amount \$ 29,500.00

Vendor 7310.4-1610 7420.4-1040 Amount

<p>* S&S Worldwide 75 Mill Street Colchester, CT. 06415</p>	<p>BID</p>
<p>School Speciality 140 Marble Dr. Lancaster PA. 17601</p>	
<p>* Lakeshore Equip Co. d/b/a Lakeshore Learning Material 2695 E. Dominguez St. Carson, CA. 90895</p>	<p>BID</p>
<p>Kaplan Early Learning Co. 1310 Lewisville-Clemmons Rd. Lewisville, NC 27023</p>	
<p>* BSN Sports LLC PO Box 7726 Dallas, TX. 75209-0736</p>	<p>BID</p>
<p>Blick Art Materials PO Box 1267 Galesburg, IL. 61402-1267</p>	<p>BID</p>

It is Recommended to Award to the Lowest Responsible Bidder as Indicated.

Commissioner

Concurs

Michael Rand
Director

Nelly Smith
Senior Office Assistant

ARTS & CRAFTS, BOARD GAMES	S & S	LAKESHORE	BSN Sports LLC	Blick Art Materials LLC
CONTRACT #1123-47	WORLDWIDE	Learning Materials, LLC		
ITEM # A - PRICE LIST				
1. Wh. Drawing Paper 9x12	\$12.65	\$13.87	NO BID	NO BID
2. Wh. Drawing Paper 12x18	\$24.88	\$27.74	NO BID	NO BID
3. Construction Paper 9x12	\$2.58	\$2.95	NO BID	NO BID
4. Construction Paper 12x18	\$5.18	\$5.82	NO BID	NO BID
5. Tag Board (Oak,Manilla)	\$9.35	NO BID	NO BID	NO BID
6. Tag Board (White)	\$9.60	\$17.57	NO BID	NO BID
7. Corrugated Circle	\$23.10	NO BID	NO BID	NO BID
8. Bulletin Board Paper	\$45.52	NO BID	NO BID	NO BID
9. Lanyard Hooks	\$2.90	NO BID	NO BID	NO BID
10. Stubby Brushes	\$23.40	NO BID	NO BID	NO BID
11. Do-A-Dot-Art	\$18.28	\$18.49	NO BID	NO BID
12. Plastic Lace	\$2.07	NO BID	NO BID	NO BID
13. Elmer's Glue-All (4 oz.)	\$2.22	\$1.84	NO BID	NO BID
14. Elmer's Glue-All (1.2 oz.)	\$0.46	NO BID	NO BID	NO BID
15. Elmer's or Avery Glue Stick <i>cheaper per stick</i>	\$20.47	\$0.73	NO BID	NO BID
16. Elmer's or Avery Chubby Stick	(\$5.86 (12 Pack))	NO BID	NO BID	NO BID
17. Washable School Glue	\$1.85	\$1.84	NO BID	NO BID
18. Tacky White Cement	X NO BID	NO BID	NO BID	NO BID
19. Glitter Glue	\$3.38/4 pk	NO BID	NO BID	NO BID
20. Peel 'n Stick Wiggle Eyes	\$5.74/500 pk	NO BID	NO BID	NO BID
21. Black Eye Stickers	\$2.36	\$13.87	NO BID	NO BID
22. Multicolored Faceted Beads	\$9.70	(\$6.47)	NO BID	NO BID
23. Jumbo Pony Beads	\$8.24	\$10.17	NO BID	NO BID
24. Bright Pony Beads	\$4.52	NO BID	NO BID	NO BID
25. Bright Pony Beads	\$4.52	NO BID	NO BID	NO BID
26. Striped Pony Beads	\$6.60	NO BID	NO BID	NO BID
27. Camouflage Pony Beads	\$4.52	NO BID	NO BID	NO BID
28. Heart Pony Beads	\$6.88	(\$6.47)	NO BID	NO BID
29. Craft Bead	(\$4.56)	\$6.47	NO BID	NO BID
30. Summer Shapes Bead	X NO BID	NO BID	NO BID	NO BID
31. Transparent Tri-Bead	(\$6.66)	NO BID	NO BID	NO BID
32. Snap Together Pop Beads	X NO BID	NO BID	NO BID	NO BID
33. Transparent Clear Tri-Beads	\$6.68	NO BID	NO BID	NO BID
34. Faux Crystal Beads	\$9.82	NO BID	NO BID	NO BID
35. Winter Bead Bags	\$9.52	NO BID	NO BID	NO BID
36. Crayola Broad Line Markers	\$4.53	NO BID	NO BID	NO BID
37. Crayola Board Line Washable Markers	\$7.05	NO BID	NO BID	NO BID
38. Broadtip Watercolor Marker Set	\$2.16	NO BID	NO BID	NO BID
39. Sidewalk Chalk Bucket	\$2.02	NO BID	NO BID	NO BID
40. Coloring Books	\$13.86	NO BID	NO BID	NO BID

ITEM # PRICE LIST (CON'T)	S & S	LAKESHORE	BSN Sports LLC	Blick Art Materials LLC
	WORLDWIDE	Learning Materials, LLC		
41. Color Splash Markers	\$23.62	NO BID	NO BID	NO BID
42. Fabric Mark-Bullet Shaped Tip	\$5.10	\$7.39	NO BID	NO BID
43. Crayola Fabric Markeres	\$5.37	NO BID	NO BID	NO BID
44. Marvey Fabric Markers	\$12.82	NO BID	NO BID	NO BID
45. Magic Nuudles	NO BID	NO BID	NO BID	NO BID
46. Color Me Fabric Visor	\$28.66	NO BID	NO BID	NO BID
47. Color Me Fabric Baseball Caps	\$26.94	NO BID	NO BID	NO BID
48. Color Me Fabric Duffels	\$15.72	NO BID	NO BID	NO BID
49. Color Me Fabric Backpacks	\$19.72	NO BID	NO BID	NO BID
50. Color Me Fabric Bandanas	\$13.46	NO BID	NO BID	NO BID
51. Extra Lg. Clear Trigger Sprayers	\$5.96	NO BID	NO BID	NO BID
52. Duct Tape Rolls	\$4.85	NO BID	NO BID	NO BID
53. Duct Tape Print	\$4.85	NO BID	NO BID	NO BID
54. Mosaic Tissue Squares	NO BID	\$15.72	NO BID	NO BID
55. Friendship Bracelet Craft	\$7.86	NO BID	NO BID	NO BID
56. Foam Trays	\$3.96	NO BID	NO BID	NO BID
57. Color Splash Glitter Bulk	\$8.26	\$23.12	NO BID	NO BID
58. Clothes Pins - Doll	\$4.94	NO BID	NO BID	NO BID
59. Clothes Pins - Spring	\$7.28	NO BID	NO BID	NO BID
60. Craft Sticks-Budget	\$7.35	\$12.94	NO BID	NO BID
61. Craft Sticks Jumbo	\$8.36	NO BID	NO BID	NO BID
62. Craft Sticks Mini	\$2.82	NO BID	NO BID	NO BID
63. Four-in-a-Row Craft Kit	X NO BID	NO BID	NO BID	NO BID
64. Superbeads-Spinning Tops	X NO BID	NO BID	NO BID	NO BID
65. Superbeads-Seaworld	X NO BID	NO BID	NO BID	NO BID
66. Superbeads-Refill Pack	X NO BID	NO BID	NO BID	NO BID
67. Flexible Dinosaur	\$30.00	NO BID	NO BID	NO BID
68. Flexible Puppy	X NO BID	NO BID	NO BID	NO BID
69. Powerful Parachute	X NO BID	NO BID	NO BID	NO BID
70. Spinning Humming Toy	\$20.28	NO BID	NO BID	NO BID
71. Hit the Target	X NO BID	NO BID	NO BID	NO BID
72. Swamp Nature Pals	\$15.76	NO BID	NO BID	NO BID
73. Velvet Art Mini Posters	\$8.34	NO BID	NO BID	NO BID
74. Velvet Art Skull Posters	\$6.00	NO BID	NO BID	NO BID
75. Breezy Windsock	\$15.56	NO BID	NO BID	NO BID
76. Metal Water Bottle Craft Kit	\$58.26	NO BID	NO BID	NO BID
77. Canvas Panels 8x10	X NO BID	NO BID	NO BID	NO BID
78. Canvas Panels 9x12	X NO BID	NO BID	NO BID	NO BID
79. Canvas Panels 11x14	X NO BID	NO BID	NO BID	NO BID
80. Straws & Connectors	\$25.53	NO BID	NO BID	NO BID
81. Triptych Tree Coll. Craft Kit	\$69.96	NO BID	NO BID	NO BID
82. Color-Me Ceramic Bisque Plant.	\$23.50	NO BID	NO BID	NO BID
83. Radio/CD/Cass. Player/USB/Phone	\$166.80	\$147.08	NO BID	NO BID
84. Fabric Spray Paint	\$16.24	NO BID	NO BID	NO BID

ITEM # PRICE LIST (CON'T)	S & S	LAKESHORE	BSN Sports LLC	Bllick Art Materials LLC
	WORLDWIDE	Learning Materials, LLC		
85. Mr. Potato Head Tater Tub	NO BID	NO BID	NO BID	NO BID
86. Expandable Table Tennis Easy	\$74.42	NO BID	NO BID	NO BID
87. Saucer Smash Game Set	\$31.10	NO BID	NO BID	NO BID
88. paddle Slam Set	NO BID	NO BID	\$46.73	NO BID
89. Giant 6' Inflat. Soccer Ball	\$98.36	NO BID	NO BID	NO BID
90. Monster Flying Ring	\$21.10	NO BID	NO BID	NO BID
91. Twangled-Group Untangling Act	\$29.35	NO BID	NO BID	NO BID
92. Playing Cards	\$1.16	NO BID	\$13.33	NO BID
93. UNO Card Game	\$7.50	NO BID	NO BID	NO BID
94. Snakes & Ladders Game	NO BID	NO BID	NO BID	NO BID
95. Connect Four Game	\$11.70	NO BID	NO BID	NO BID
96. 4-In-A-Row Game	NO BID	NO BID	NO BID	NO BID
97. Topple Game	\$9.98	NO BID	NO BID	NO BID
98. Tumbling Timbers Game	\$17.15	NO BID	NO BID	NO BID
99. Tied in Knots Game	\$21.98	NO BID	NO BID	NO BID
100. Don't Break the Ice Game	\$17.37	NO BID	NO BID	NO BID
101. Don't Spill the Beans Game	NO BID	NO BID	NO BID	NO BID
102. Battleship Game	\$19.87	NO BID	NO BID	NO BID
103. Candy Land Game	\$11.38	NO BID	NO BID	NO BID
104. Skip-Bo Game	\$10.80	NO BID	NO BID	NO BID
105. Ants in the Pants	NO BID	NO BID	NO BID	NO BID
106. Boggle Jr. Game	\$13.95	NO BID	NO BID	NO BID
107. Checkers Game	\$4.43	NO BID	\$4.18	NO BID
108. Clue Jr. Game	\$19.55	NO BID	NO BID	NO BID
109. Clue Game	\$14.02	NO BID	NO BID	NO BID
110. Sorry Game	\$11.70	NO BID	NO BID	NO BID
111. Orig. Memory Game	\$3.06	NO BID	NO BID	NO BID
112. Monopoly Jr. Game	NO BID	NO BID	NO BID	NO BID
113. Monopoly Deal Card Game	\$4.37	NO BID	NO BID	NO BID
114. Monopoly Game	\$22.60	NO BID	NO BID	NO BID
115. Pictionary Jr. Game	NO BID	NO BID	NO BID	NO BID
116. Charades for Kids Game	\$11.07	NO BID	NO BID	NO BID
117. Hi-Ho Cherry-O	\$10.43	NO BID	NO BID	NO BID
118. Pop-O-Matic Trouble Game	\$11.70	NO BID	NO BID	NO BID
119. Yahtzee Game	\$10.43	NO BID	NO BID	NO BID
120. Giant Four in a Row Game	\$51.12	NO BID	NO BID	NO BID
121. Jumbo Snakes & Ladders Game	\$18.58	NO BID	NO BID	NO BID
122. Giant 4" Rubber Dice Game	\$24.66	NO BID	NO BID	NO BID
123. Password Jr. Game	NO BID	NO BID	NO BID	NO BID
124. Jumbo Ludo Game	\$20.73	NO BID	NO BID	NO BID
125. Jumbo Tic-Tac-Toe Game	\$13.66	NO BID	NO BID	NO BID
126. Jumbo Dominoes Game	\$19.48	NO BID	NO BID	NO BID
127. Giant Chess Set Game	\$92.40	NO BID	\$781.18	NO BID
128. J-I-N-G-O	NO BID	NO BID	NO BID	NO BID

ITEM # PRICE LIST (CON'T)	S & S	LAKESHORE	BSN Sports LLC	Blick Art Materials LLC
	WORLDWIDE	Learning Materials, LLC		
129. Trivial Pursuit Kids Edition Game	X NO BID	NO BID	NO BID	NO BID
130. Othello Game	X NO BID	NO BID	NO BID	NO BID
131. Hangman Game	(\$13.55)	NO BID	NO BID	NO BID
132. Perfection Game	(\$25.72)	NO BID	NO BID	NO BID
133. Worst Case Scenario Survival	X NO BID	NO BID	NO BID	NO BID
134. Jeopardy Game	(\$19.63)	NO BID	NO BID	NO BID
135. Go to the Head of the Class	X NO BID	NO BID	NO BID	NO BID
136. Headache Game	X NO BID	NO BID	NO BID	NO BID
137. Guess Where Game	X NO BID	NO BID	NO BID	NO BID
138. Apples to Apples Game	X NO BID	NO BID	NO BID	NO BID
139. Guesstures Board Game	(\$19.55)	NO BID	NO BID	NO BID
140. Carrom Nok-Hockey Game	X NO BID	NO BID	NO BID	NO BID
141. Nok-Hockey Hardwood Puck	X NO BID	NO BID	NO BID	NO BID
142. Nok-Hockey Sticks	X NO BID	NO BID	NO BID	NO BID
143. LEGO Blg Bulk Set	X NO BID	NO BID	NO BID	NO BID
144. 2-Way Radios	(\$127.66)	NO BID	NO BID	NO BID
145. Instant Pop Up Canopy	X NO BID	NO BID	NO BID	NO BID
146. Mesh Ball Bag	(\$8.38)	NO BID	NO BID	NO BID
147. Oversized Vented Duffel Bag	(\$32.05)	NO BID	NO BID	NO BID
148. Gian Neon Bubble Wands	\$13.58	NO BID	NO BID	NO BID
149. Latex Ballons	\$9.76	NO BID	NO BID	NO BID
150. Big Bubble Mix Refill	\$11.44	NO BID	NO BID	NO BID
151. Post-It Easel pad	(\$30.95)	NO BID	NO BID	NO BID
152. Magformers Magnet Set	\$100.10	(\$50.87)	NO BID	NO BID
153. Outlet Covers	X NO BID	NO BID	NO BID	NO BID
154. Corn Hole Game	NO BID	(\$23.12)	\$89.93	NO BID
155. Mini-Floor Indoor Basketball Net	(\$32.56)	\$202.58	NO BID	NO BID
156. Rubik's Race Game	X NO BID	NO BID	(NO BID)	NO BID
157. Mancala	\$8.82	NO BID	(\$8.73)	NO BID
158. Fidget Toy	NO BID	(\$9.24)	NO BID	NO BID
159. Puzzle Ball	(\$7.92)	\$23.12	NO BID	NO BID
160. High Bounce Ball Craft Kit	(\$12.82)	NO BID	NO BID	NO BID
161. No Spill Bubbles Tumbler	X NO BID	NO BID	NO BID	NO BID
162. Spike Ball	NO BID	NO BID	(\$48.63)	NO BID
163. Snail's Race Game	X NO BID	NO BID	NO BID	NO BID
164. Storage Art Containers 8 qt.	(\$2.64)	\$14.79	NO BID	NO BID
165. Storage Art Containers 20 qt.	(\$12.54)	NO BID	NO BID	NO BID
166. Storage Art Containers 54 qt.	(\$19.82)	NO BID	NO BID	NO BID
B. DISCOUNT OFF CATALOG	(23%)	(7.50%)	(10.00%)	15.00%

January 23, 2024
Resolution no. 33

WHEREAS, the Town solicited competitive bids for the purchase of **Arts & Crafts, Board Games# 1123-47**, and

WHEREAS, the bid was advertised and sealed bids were opened on November 15, 2023 and S & S Worldwide, 75 Mill Street, Colchester, CT 06415; Lakeshore Learning Materials, LLC, Dallas, TX. 75209-0736 and BSN Sports LLC, PO Box 7726, Dallas, TX. 75209-0736 submitted the lowest dollar bids; and

WHEREAS, S & S Worldwide, Lakeshore Learning Materials, LLC and BSN Sports LLC. have been determined to be responsible bidders.

NOW, THEREFORE, on a motion of
seconded by _____, be it

RESOLVED, that the Town Board of the Town of Islip hereby award the contract to S & S Worldwide for items: A) 1-12, 14-16, 19-21, 23-27, 29, 31, 33-53, 55-62, 67, 70, 72-76, 80-82, 84, 86-87, 89-93, 95, 97-100, 102-104, 106, 108-111, 113-114, 116-122, 124-127, 131,132,134, 139, 144, 146-151, 155, 159, 160, 164-166, B) 23% (discount off catalog); Lakeshore Learning Materials, LLC for items: A) 13,17,22,28,54,83,152,154,158; BSN Sports LLC for items: A) 88,107,157,162 for one (1) year from date of award with the Town's option to renew for a two (2) one (1) year options under the same terms and conditions

Upon a vote being taken, the result was:

No: 10

BID ITEM: 1123-168 Fine Sand for Airport Runway Ice Control

BID PRICE: \$96.00/ton

LOWEST RESPONSIBLE BIDDER: B & B Maintenance Services

COMPETITIVE BID: 11/29/2023

BUDGET ACCOUNT NUMBER : CT.5610.4-1840

ANTICIPATED EXPENDITURE: \$20,000.00

DEPARTMENT: DAT

JUSTIFICATION OF NEED:

EXPLANATION IF NOT LOW BIDDER:

Fine Sand for Airport Runway Ice Control

Contract# 1123-168

Date: 11/29/23

THIS TABULATION OF SEALED BIDS OPENED IN ACCORDANCE WITH SECTION 103 OF THE GENERAL MUNICIPAL LAW FOR THE PURPOSE OF CONSIDERING THE AWARD OF A PURCHASE CONTRACT FOR USE IN THE TOWN OF ISLIP.

Budget# CT 5610.4-1840 Estimated Amount \$20,000

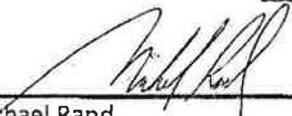
Vendor	Amount
Roanoke Sand & Gravel 104 Rocky Point Rd. Middle Island, NY 11953	\$102.00/ton
Whibco of New Jersey 87 East Commerce St. Bridgeton, NJ 08302	
Bove Industries Inc. 16 Hulse Rd East Setauket, NY 11733	
B&B Maintenance Services 25 Grucci Lane Brookhaven, NY 11719	\$96.00/ton

It is Recommended to Award to the Lowest Responsible Bidder as Indicated.

Commissioner



Concurs.


Michael Rand
Director


Nelly Smith
Senior Office Assistant

January 23, 2024
Resolution no 33

WHEREAS, the Town solicited competitive bids for the purchase of **Fine Sand for Airport Runway Ice Control # 1123-168**, and

WHEREAS, the bid was advertised and sealed bids were opened on November 29, 2023 and B&B Maintenance Services, 25 Grucci Lane, Brookhaven, NY 11719 submitted the lowest dollar bid; and

WHEREAS, B&B Maintenance Services has been determined to be a responsible bidder.

NOW, THEREFORE, on a motion of

seconded by _____, be it

RESOLVED, that the Town Board of the Town of Islip hereby award the contract to B&B Maintenance Services in the amount of: \$96.00/ton for one (1) year from date of award with the Town's option to renew for two (2) additional years under the same terms and conditions

Upon a vote being taken, the result was:

No: 11

BID ITEM: Traffic Safety Material (923-13)

BID PRICE: Various Prices, see attached tabulation sheet

LOWEST RESPONSIBLE BIDDER: Chemung Supply Corp., Osburn Associates Inc.,
National Highway Products, Glenco Supply, Inc.

COMPETITIVE BID: 9/13/2022

BUDGET ACCOUNT NUMBER : A.3310.41940

ANTICIPATED EXPENDITURE: \$75,000.00

DEPARTMENT: DPW

JUSTIFICATION OF NEED: Replenish Sign Shop Material

EXPLANATION IF NOT LOW BIDDER: _____

Traffic Safety Material

Contract# 923-13

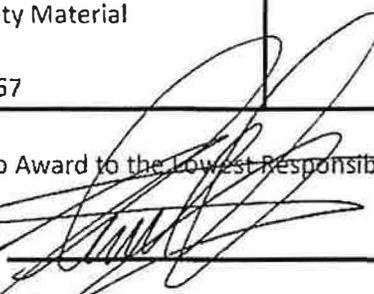
Date: 9/13/23

THIS TABULATION OF SEALED BIDS OPENED IN ACCORDANCE WITH SECTION 103 OF THE GENERAL MUNICIPAL LAW FOR THE PURPOSE OF CONSIDERING THE AWARD OF A PURCHASE CONTRACT FOR USE IN THE TOWN OF ISLIP.

Budget# A.3310.41940 Estimated Amount \$75,000⁰⁰

Vendor	Amount
National Highway Products, Inc. 301 Riverside Dr. Millville, NJ 08332	BID
Glenco Supply Inc. PO Box 638 Oakhurst, NJ 07755	BID
Chemung Supply Corp PO Box 527 Elmira, NY 14902	BID
Vulcan Inc. PO Box 1850 Foley, AL 36536	
Osburn Associates Inc. PO Box 912 Logan, OH. 43138	BID
American Traffic Safety Material PO Box 1449 Orange Park, FL. 32067	

It is Recommended to Award to the Lowest Responsible Bidder as Indicated.

Commissioner 

Concurs.

Signed by: 

12/13/23 Traffic Safety — Traffic Materials Contract Bid Award

TRAFFIC SAFETY MATERIAL ITEM #	CONTRACT 923-13	Estimated Quantity	National Highway Products	Total	Glenco Supply	Total	Chemung Supply Corp.	Total	Osborn Associates Inc.	Total
501A 930		500	\$7.98	\$3,990.00	\$7.43	\$3,715.00	NO BID	NO BID	\$4.38	\$4,100.00
501B 935		500	\$9.61	\$4,805.00	\$8.89	\$4,445.00	NO BID	NO BID	\$1.65	\$3,842.00
501-1 30" Octagon		50	\$20.33	\$1,016.50	\$18.69	\$1,234.50	NO BID	NO BID	\$20.40	\$1,020.00
502-2A 9" Circle		25	\$4.72	\$118.00	\$6.00	\$150.00	NO BID	NO BID	\$2.60	\$65.00
502-2 95" Circle		50	\$39.92	\$1,496.00	\$35.55	\$1,777.50	NO BID	NO BID	\$31.80	\$1,590.00
502-3 35" Triangle		50	\$15.98	\$799.00	\$17.78	\$889.00	NO BID	NO BID	\$30.60	\$1,530.00
502-4 90" Pentagon		50	\$27.58	\$1,379.00	\$35.55	\$1,777.50	NO BID	NO BID	\$30.60	\$1,530.00
502-5 12" 12"		500	\$4.18	\$2,090.00	\$3.95	\$1,975.00	NO BID	NO BID	\$7.40	\$1,700.00
501-6 12" 18"		1000	\$5.27	\$5,270.00	\$5.98	\$5,980.00	NO BID	NO BID	\$5.10	\$5,100.00
501-7 12" 24"		50	\$7.91	\$395.50	\$7.90	\$395.00	NO BID	NO BID	\$6.80	\$340.00
501-8 12" 30"		20	\$9.80	\$197.60	\$9.88	\$197.60	NO BID	NO BID	\$8.50	\$170.00
501-9 12" 36"		20	\$11.86	\$237.20	\$11.85	\$237.00	NO BID	NO BID	\$10.20	\$110.00
501-10 12" 42"		10	\$13.83	\$138.30	\$13.83	\$138.30	NO BID	NO BID	\$11.20	\$118.00
501-11 12" 48"		10	\$15.81	\$158.10	\$15.80	\$158.00	NO BID	NO BID	\$13.60	\$136.00
501-12 12" 60"		20	\$19.78	\$397.60	\$19.75	\$395.00	NO BID	NO BID	\$17.00	\$170.00
501-13 12" 66"		10	\$23.71	\$237.10	\$23.70	\$237.00	NO BID	NO BID	\$20.40	\$204.00
501-14 12" 66"		20	\$31.62	\$632.40	\$41.00	\$820.00	NO BID	NO BID	\$37.20	\$372.00
501-15 18" 42"		200	\$8.80	\$1,760.00	\$8.89	\$1,778.00	NO BID	NO BID	\$7.65	\$1,530.00
501-16 18" 48"		50	\$11.86	\$593.00	\$11.85	\$592.50	NO BID	NO BID	\$10.20	\$102.00
501-17 18" 54"		50	\$14.82	\$741.00	\$14.81	\$740.50	NO BID	NO BID	\$12.75	\$637.50
501-18 18" 60"		50	\$17.78	\$889.00	\$17.78	\$889.00	NO BID	NO BID	\$15.30	\$765.00
501-19 18" 66"		20	\$21.70	\$434.00	\$21.70	\$434.00	NO BID	NO BID	\$20.40	\$408.00
501-20 18" 72"		20	\$35.56	\$711.20	\$35.55	\$711.00	NO BID	NO BID	\$30.60	\$612.00
501-21 18" 90"		20	\$47.42	\$948.40	\$49.00	\$980.00	NO BID	NO BID	\$40.80	\$816.00
501-22 24" 48"		50	\$5.69	\$284.50	\$5.75	\$287.50	NO BID	NO BID	\$4.54	\$227.00
501-23 24" 60"		200	\$15.81	\$3,162.00	\$15.80	\$3,160.00	NO BID	NO BID	\$13.60	\$2,720.00
501-24 24" 66"		200	\$19.78	\$3,956.00	\$19.75	\$3,950.00	NO BID	NO BID	\$17.00	\$3,400.00
501-25 24" 72"		200	\$23.71	\$4,742.00	\$23.70	\$4,740.00	NO BID	NO BID	\$20.40	\$4,080.00
501-26 24" 78"		100	\$31.62	\$3,162.00	\$31.60	\$3,160.00	NO BID	NO BID	\$27.20	\$2,720.00
501-27 24" 84"		200	\$39.52	\$7,904.00	\$45.00	\$9,000.00	NO BID	NO BID	\$34.00	\$6,800.00
501-28 24" 90"		100	\$47.42	\$4,742.00	\$47.40	\$4,740.00	NO BID	NO BID	\$40.80	\$4,080.00
501-29 24" 96"		100	\$63.21	\$6,321.00	\$69.00	\$6,900.00	NO BID	NO BID	\$64.40	\$6,440.00
501-30 30" 45"		1000	\$24.71	\$24,710.00	\$23.46	\$23,460.00	NO BID	NO BID	\$21.25	\$21,250.00
501-31 30" 48"		10	\$29.64	\$296.40	\$29.63	\$296.30	NO BID	NO BID	\$25.50	\$255.00
501-32 30" 54"		10	\$39.52	\$395.20	\$39.50	\$395.00	NO BID	NO BID	\$34.00	\$340.00
501-33 30" 60"		10	\$49.40	\$494.00	\$49.39	\$493.80	NO BID	NO BID	\$43.50	\$435.00
501-34 30" 66"		10	\$59.28	\$592.80	\$59.25	\$592.50	NO BID	NO BID	\$53.00	\$530.00
501-35 30" 72"		20	\$79.04	\$1,580.80	\$79.00	\$1,580.00	NO BID	NO BID	\$68.00	\$1,360.00
501-36 36" 45"		10	\$35.56	\$355.60	\$35.50	\$355.00	NO BID	NO BID	\$30.60	\$306.00
501-37 36" 48"		30	\$47.42	\$1,422.60	\$47.40	\$1,422.00	NO BID	NO BID	\$40.80	\$408.00
501-38 36" 54"		10	\$59.28	\$592.80	\$59.25	\$592.50	NO BID	NO BID	\$53.00	\$530.00
501-39 36" 60"		10	\$71.14	\$711.40	\$71.10	\$711.00	NO BID	NO BID	\$64.40	\$644.00
501-40 48" 48"		10	\$63.21	\$632.10	\$63.20	\$632.00	NO BID	NO BID	\$54.40	\$544.00
501-41 48" 54"		50	\$79.04	\$3,952.00	\$79.00	\$3,950.00	NO BID	NO BID	\$68.00	\$3,400.00
501-42 48" 60"		10	\$94.89	\$948.90	\$94.80	\$948.00	NO BID	NO BID	\$81.60	\$816.00
501-43 48" 66"		10	\$126.46	\$1,264.60	\$126.40	\$1,264.00	NO BID	NO BID	\$108.00	\$1,080.00
501-44 3" 13" base plate		300	\$1.20	\$360.00	\$2.00	\$600.00	NO BID	NO BID	\$0.89	\$267.00
TOTAL				\$101,490.10		\$102,233.50		\$102,233.50		\$84,817.50

501 = Osburn

ITEM #	Estimated Quantity	National Highway Products	Total	Glenco Supply	Total	Chrymest Supply Corp.	Total	Osburn Associates Inc.	Total
502 STREET NAME SIGN BLANKS									
502.1 4x14	200	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
502.2 4x30	200	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
502.3 6x24	200	\$6.16	\$1,232.00	NO BID	NO BID	NO BID	NO BID	\$9.96	\$1,992.00
502.4 6x30	200	\$7.70	\$1,540.00	NO BID	NO BID	NO BID	NO BID	\$12.45	\$2,490.00
502.5 9x10	2500	\$53.42	\$28,350.00	NO BID	NO BID	NO BID	NO BID	\$14.44	\$71,650.00
502.7 9x36	2500	\$16.11	\$24,165.00	NO BID	NO BID	NO BID	NO BID	\$17.11	\$75,995.00
TOTAL			\$47,067.00						\$32,117.00
502A COMPACTED PLASTIC SIGN MATERIAL									
502A.1 48" 96" 4x14	50	\$14.12	\$706.00	\$19.00	\$950.00	NO BID	NO BID	NO BID	NO BID
502A.2 48" 96" 12x24	50	\$47.42	\$2,371.00	\$19.00	\$950.00	NO BID	NO BID	NO BID	NO BID
502A.3 48" 96"	10	\$19.10	\$191.00	\$41.00	\$410.00	NO BID	NO BID	NO BID	NO BID
502A.4 6" x 36"	100	\$8.04	\$804.00	\$4.00	\$400.00	NO BID	NO BID	NO BID	NO BID
502A.5 10" x 40"	100	\$5.38	\$538.00	\$7.50	\$750.00	NO BID	NO BID	NO BID	NO BID
TOTAL			\$4,779.00		\$3,460.00				

502 = National Highway Products
502A = Glenco Supply

SUB A = Osburn

ITEM #	Estimated Quantity	National Highway Products	Total	Glenco Supply	Total	Diamond Supply Corp.	Total	Osburn Associates Inc.	Total
SUB A RETROREFLECTIVE POST STRIPS									
503A-1	250	513.56	\$13,390.00	\$25.00	\$6,350.00	NO BID	NO BID	\$8.45	\$1,112.50
503A-2	250	114.72	\$28,060.00	\$80.00	\$8,000.00	NO BID	NO BID	\$9.75	\$1,950.00
503A-3	250	513.56	\$13,390.00	\$25.00	\$6,250.00	NO BID	NO BID	\$8.45	\$1,112.50
503A-4	300	513.56	\$1,556.00	\$25.00	\$1,500.00	NO BID	NO BID	\$8.45	\$845.00
503A-5	250	514.93	\$13,732.50	\$29.00	\$4,500.00	NO BID	NO BID	\$10.11	\$2,532.50
503A-6	200	519.77	\$13,924.00	\$29.00	\$5,800.00	NO BID	NO BID	\$11.70	\$2,340.00
503A-7	250	514.93	\$13,732.50	\$26.00	\$6,500.00	NO BID	NO BID	\$10.11	\$2,532.50
503A-8	200	514.93	\$1,493.00	\$26.00	\$2,600.00	NO BID	NO BID	\$10.11	\$1,011.00
TOTAL			\$21,792.00		\$42,000.00		NO BID		\$15,438.00

603 SIGN FACES

Item	Quantity	National Highway Products	Total	Glenas Supply	Total	Chemung Supply Corp.	Total	Osborn Associates Inc.	Total
R1-1	1000	\$10.34	\$10,340.00	\$16.17	\$16,170.00	NO BID	NO BID	\$12.36	\$12,360.00
R1-2	100	\$5.69	\$569.00	\$9.88	\$988.00	NO BID	NO BID	\$6.48	\$648.00
R1-4	1000	\$2.18	\$2,180.00	\$4.10	\$4,100.00	NO BID	NO BID	\$2.75	\$2,750.00
R1-6	100	\$11.51	\$1,151.00	\$13.00	\$1,300.00	NO BID	NO BID	\$6.18	\$618.00
R2-1-EXX	250	\$8.92	\$2,480.00	\$17.04	\$4,260.00	NO BID	NO BID	\$12.36	\$3,090.00
A2-1-(K3) 24 x 30	100	\$8.27	\$827.00	\$14.20	\$1,420.00	NO BID	NO BID	\$10.30	\$1,030.00
A2-1-(K3) 36 x 48	50	\$19.85	\$992.50	\$34.08	\$1,704.00	NO BID	NO BID	\$24.72	\$1,236.00
R3-1	50	\$6.81	\$340.50	\$11.36	\$568.00	NO BID	NO BID	\$8.24	\$412.00
R3-2	50	\$6.81	\$340.50	\$11.36	\$568.00	NO BID	NO BID	\$8.24	\$412.00
R3-3	50	\$6.61	\$330.50	\$11.36	\$568.00	NO BID	NO BID	\$8.24	\$412.00
R3-4	50	\$4.81	\$240.50	\$11.36	\$568.00	NO BID	NO BID	\$8.24	\$412.00
R1-4A	50	\$10.63	\$532.50	\$18.00	\$900.00	NO BID	NO BID	\$12.88	\$644.00
R3-7L	50	\$10.34	\$517.00	\$18.00	\$900.00	NO BID	NO BID	\$12.88	\$644.00
R3-7R	50	\$10.34	\$517.00	\$18.00	\$900.00	NO BID	NO BID	\$12.88	\$644.00
NYR3-14L	50	\$8.27	\$413.50	\$14.20	\$710.00	NO BID	NO BID	\$10.30	\$515.00
NYR3-14R	50	\$8.27	\$413.50	\$14.20	\$710.00	NO BID	NO BID	\$10.30	\$515.00
NYR9-4	50	\$9.92	\$496.00	\$17.04	\$852.00	NO BID	NO BID	\$12.36	\$618.00
R3-17A	50	\$2.18	\$109.00	\$4.10	\$205.00	NO BID	NO BID	\$2.75	\$137.50
R4-1	100	\$8.27	\$827.00	\$14.20	\$1,420.00	NO BID	NO BID	\$10.30	\$1,030.00
R4-7A	50	\$4.96	\$248.00	\$8.52	\$426.00	NO BID	NO BID	\$6.18	\$309.00
R4-8	50	\$8.27	\$413.50	\$14.20	\$710.00	NO BID	NO BID	\$10.30	\$515.00
R4-8A	50	\$4.96	\$248.00	\$8.52	\$426.00	NO BID	NO BID	\$6.18	\$309.00
R5-1	200	\$10.34	\$2,068.00	\$17.75	\$3,550.00	NO BID	NO BID	\$12.88	\$2,576.00
R5-2A	50	\$6.20	\$310.00	\$10.63	\$532.50	NO BID	NO BID	\$7.73	\$386.50
R5-2	200	\$6.81	\$1,362.00	\$11.36	\$2,272.00	NO BID	NO BID	\$8.24	\$1,648.00
R5-2A	50	\$10.63	\$532.50	\$18.00	\$900.00	NO BID	NO BID	\$12.88	\$644.00
NYR5-15	50	\$6.61	\$330.50	\$11.36	\$568.00	NO BID	NO BID	\$8.24	\$412.00
NYR5-15A	50	\$10.34	\$517.00	\$18.00	\$900.00	NO BID	NO BID	\$12.88	\$644.00
R6-1	200	\$4.96	\$992.00	\$8.52	\$1,704.00	NO BID	NO BID	\$6.18	\$1,236.00
R6-1R	200	\$4.96	\$992.00	\$8.52	\$1,704.00	NO BID	NO BID	\$6.18	\$1,236.00
R6-2L	50	\$4.96	\$248.00	\$8.52	\$426.00	NO BID	NO BID	\$6.18	\$309.00
R6-2R	50	\$4.96	\$248.00	\$8.52	\$426.00	NO BID	NO BID	\$6.18	\$309.00
R6-3 TCR	50	\$8.27	\$413.50	\$14.20	\$710.00	NO BID	NO BID	\$10.30	\$515.00
R7-1	1000	\$2.62	\$2,620.00	\$4.26	\$4,260.00	NO BID	NO BID	\$3.09	\$3,090.00
NYR7-1	500	\$2.62	\$1,310.00	\$4.26	\$2,130.00	NO BID	NO BID	\$3.09	\$1,545.00
R7-4	500	\$2.62	\$1,310.00	\$4.26	\$2,130.00	NO BID	NO BID	\$3.09	\$1,545.00
R7-8	200	\$2.62	\$524.00	\$4.26	\$852.00	NO BID	NO BID	\$3.09	\$618.00
TELEPH									
R7-3K	200	\$8.27	\$1,654.00	\$14.20	\$2,840.00	NO BID	NO BID	\$10.30	\$2,060.00
R7-1	500	\$2.62	\$1,310.00	\$4.26	\$2,130.00	NO BID	NO BID	\$3.09	\$1,545.00
NYR7-10	50	\$2.62	\$131.00	\$4.26	\$213.00	NO BID	NO BID	\$3.09	\$154.50
NYR7-11	50	\$2.62	\$131.00	\$4.26	\$213.00	NO BID	NO BID	\$3.09	\$154.50
R7-27	50	\$2.62	\$131.00	\$4.26	\$213.00	NO BID	NO BID	\$3.09	\$154.50
R7-10R	50	\$2.62	\$131.00	\$4.26	\$213.00	NO BID	NO BID	\$3.09	\$154.50
PM MISC	50	\$2.62	\$131.00	\$4.26	\$213.00	NO BID	NO BID	\$3.09	\$154.50
00-1	1	\$6.81	\$6.81	\$11.36	\$11.36	NO BID	NO BID	\$8.24	\$8.24
NYR9-1	50	\$9.92	\$496.00	\$17.04	\$852.00	NO BID	NO BID	\$12.36	\$618.00
R10-6	50	\$9.92	\$496.00	\$17.04	\$852.00	NO BID	NO BID	\$12.36	\$618.00
R10-1	200	\$8.51	\$1,702.00	\$14.20	\$2,840.00	NO BID	NO BID	\$10.30	\$2,060.00
R11-1	50	\$8.27	\$413.50	\$14.20	\$710.00	NO BID	NO BID	\$10.30	\$515.00
R11-2	50	\$9.92	\$496.00	\$17.04	\$852.00	NO BID	NO BID	\$12.36	\$618.00
TOP-R27-1	50	\$5.11	\$255.50	\$8.52	\$426.00	NO BID	NO BID	\$6.18	\$309.00
TCR MISC 12 x 18	10	\$2.62	\$26.20	\$4.26	\$42.60	NO BID	NO BID	\$6.18	\$61.80
TCR MISC 24 x 30	10	\$2.62	\$26.20	\$16.71	\$167.10	NO BID	NO BID	\$10.30	\$103.00
TCR MISC 24 x 24	10	\$2.62	\$26.20	\$13.36	\$133.60	NO BID	NO BID	\$8.24	\$82.40
TCR MISC 30 x 30	10	\$2.62	\$26.20	\$20.88	\$208.80	NO BID	NO BID	\$12.88	\$128.80
SCR MISC 12 x 18	10	\$2.62	\$26.20	\$3.62	\$36.20	NO BID	NO BID	\$3.09	\$30.90
SCR MISC 24 x 30	10	\$8.52	\$85.20	\$16.71	\$167.10	NO BID	NO BID	\$10.30	\$103.00

ITEM #	Quantity	Estimated	National Highway Products	Total	Client Supply	Total	Chemung Supply Corp.	Total	Osburn Associate Inc.	Total
S04A ENGINEER GRADE REFL SHEETING-PRESSURE SENSITIVE										
18" x 50 yds	27 rolls		\$243.98	\$487.94	\$268.00	\$516.00	NO BID	NO BID	\$277.75	\$455.50
24" x 50 yds	10 rolls		\$313.30	\$1,351.00	\$184.00	\$3,640.00	NO BID	NO BID	\$307.00	\$3,030.00
30" x 50 yds	10 rolls		\$406.67	\$4,800.00	\$480.00	\$4,800.00	NO BID	NO BID	\$378.75	\$3,787.50
36" x 50 yds	20 rolls		\$487.85	\$9,750.00	\$576.00	\$11,520.00	NO BID	NO BID	\$544.50	\$9,090.00
48" x 50 yds	20 rolls		\$650.60	\$13,012.00	\$750.00	\$13,000.00	NO BID	NO BID	\$666.00	\$12,330.00
S04B HIGH INTENSITY REFL SHEETING-PRESSURE SENSITIVE										
9" x 40 yds	100 rolls		\$148.59	\$14,859.00	\$103.00	\$30,500.00	NO BID	NO BID	\$156.33	\$15,633.00
12" x 50 yds	25 rolls		\$387.39	\$9,680.75	\$543.00	\$13,575.00	NO BID	NO BID	\$417.00	\$10,425.00
15" x 50 yds	15 rolls		\$480.49	\$7,207.35	\$678.75	\$10,181.25	NO BID	NO BID	\$521.25	\$7,660.00
18" x 50 yds	25 rolls		\$588.59	\$14,724.75	\$844.50	\$20,462.50	NO BID	NO BID	\$675.50	\$15,687.50
24" x 50 yds	50 rolls		\$784.79	\$39,239.50	\$1,086.00	\$54,300.00	NO BID	NO BID	\$824.00	\$41,700.00
S04C NON-REFL SHEETING-PRESSURE SENSITIVE										
15" x 40 yds	10 rolls		\$235.66	\$2,356.60	\$193.00	\$4,950.00	NO BID	NO BID	NO BID	NO BID
18" x 40 yds	10 rolls		\$510.00	\$5,100.00	\$800.00	\$0,000.00	NO BID	NO BID	NO BID	NO BID
S04D GRAPHC Pvc FILM, ETC										
36" x 50 yds	20 rolls		153.43 (50 x 50)	\$3,268.00	\$144.50	\$2,800.00	NO BID	NO BID	NO BID	NO BID
48" x 50 yds	20 rolls		153.43 (50 x 50)	\$3,268.00	\$199.50	\$4,998.00	NO BID	NO BID	NO BID	NO BID
6.35" x 100 yds	100 rolls		\$51.93	\$3,192.00	\$47.61	\$4,763.00	NO BID	NO BID	NO BID	NO BID
12" x 100 yds	50 rolls		\$67.64	\$3,382.00	\$100.00	\$5,000.00	NO BID	NO BID	NO BID	NO BID
24" x 100 yds	10 rolls		\$125.28	\$1,252.80	\$700.00	\$2,000.00	NO BID	NO BID	NO BID	NO BID
S04E ELECTROCU TYPE VINYL SHEETING										
Blue (1175) 15" x 50 yds	100 rolls		\$316.98	\$31,698.00	\$374.94	\$57,494.00	NO BID	NO BID	\$215.63	\$21,563.00
Blue (1175) 30" x 50 yds	100 rolls		\$631.95	\$63,195.00	\$1,140.86	\$114,086.00	NO BID	NO BID	\$431.25	\$43,125.00
Green (1177) 15" x 50 yds	5 rolls		\$316.98	\$1,584.50	\$574.94	\$2,874.20	NO BID	NO BID	\$215.63	\$1,078.15
Green (1177) 30" x 50 yds	5 rolls		\$631.95	\$3,169.75	\$1,140.86	\$5,749.30	NO BID	NO BID	\$431.25	\$1,246.25
Clear (1170) 15" x 50 yds	10 rolls		\$208.71	\$2,087.10	\$918.89	\$9,188.90	NO BID	NO BID	\$243.00	\$2,430.00
Clear (1170) 30" x 50 yds	10 rolls		\$278.31	\$2,783.10	\$918.89	\$9,188.90	NO BID	NO BID	\$174.00	\$1,740.00
Clear (1170) 15" x 50 yds	10 rolls		\$417.66	\$4,176.60	\$1,179.84	\$11,798.40	NO BID	NO BID	\$486.00	\$4,860.00
Clear (1170) 48" x 50 yds	10 rolls		\$566.63	\$5,666.30	\$1,899.78	\$18,997.80	NO BID	NO BID	\$648.00	\$6,480.00
S05 SIGN POSTS										
S05-6	503		\$23.08	\$11,540.30	\$31.74	\$15,970.00	\$21.50	\$10,750.00	NO BID	NO BID
S05-8	503		\$36.77	\$18,385.00	\$42.70	\$21,350.00	\$39.00	\$14,500.00	NO BID	NO BID
S05-10	1000		\$18.47	\$38,470.00	\$52.24	\$50,240.00	\$16.50	\$16,500.00	NO BID	NO BID
S05-12	2000		\$46.16	\$92,320.00	\$66.78	\$130,600.00	\$43.00	\$86,000.00	NO BID	NO BID
S05-14	100		\$53.85	\$5,385.00	\$79.00	\$7,900.00	\$44.00	\$4,400.00	NO BID	NO BID
S05-16.5	303		\$39.60	\$12,040.00	\$41.20	\$12,660.00	\$45.00	\$13,500.00	NO BID	NO BID
S05-D48	2		\$412.80	\$825.60	\$315.00	\$630.00	\$175.00	\$350.00	NO BID	NO BID
S05-T48	1		\$180.00	\$1,800.00	\$195.00	\$3,900.00	\$125.00	\$1,250.00	NO BID	NO BID
S05A FLEXIBLE SIGN POSTS										
S05A-62	75		\$174.67	\$4,366.50	\$744.00	\$6,620.00	NO BID	NO BID	NO BID	NO BID
S05A-78	25		\$184.84	\$4,621.00	\$279.00	\$6,975.00	NO BID	NO BID	NO BID	NO BID
S05A-123	25		\$221.25	\$5,531.25	\$392.00	\$7,125.00	NO BID	NO BID	NO BID	NO BID
TOTAL										
			\$222.25	\$145,815	\$20,750.00	\$20,750.00	NO BID	NO BID	NO BID	NO BID

S04 = National Highway Products * Osburn did not bid on sections C + D*

S05 = Chemung Highway Products

ITEM #	Estimated Quantity	National Highway Products	Total	Glenco Supply	Total	Chemung Supply Corp.	Total	Osburn Associates Inc.	Total
506 BRACKETS									
506 1	200	\$5.32	\$1,024.00	\$5.95	\$1,190.00	NO BID	NO BID	NO BID	NO BID
506 2	200	\$7.83	\$1,566.00	\$5.95	\$1,190.00	NO BID	NO BID	NO BID	NO BID
506 3	200	\$1,852.00	\$1,852.00	\$8.57	\$1,714.00	NO BID	NO BID	NO BID	NO BID
506 4	400	\$9.26	\$3,704.00	\$8.57	\$3,428.00	NO BID	NO BID	NO BID	NO BID
506 5	400	\$4.66	\$1,864.00	\$4.50	\$1,800.00	NO BID	NO BID	NO BID	NO BID
506 6	50	\$6.61	\$330.50	\$9.00	\$450.00	NO BID	NO BID	NO BID	NO BID
506 7	200	\$5.12	\$1,024.00	\$5.75	\$1,154.00	NO BID	NO BID	NO BID	NO BID
506 8 (180 deg Post to Sign	200	\$5.12	\$1,024.00	\$5.75	\$1,154.00	NO BID	NO BID	NO BID	NO BID
506 9	30 per box	\$67.32	\$67.32		\$789.00	NO BID	NO BID	NO BID	NO BID
506 10	100 per box	\$23.14	\$23.14	\$26.71	\$267.10	NO BID	NO BID	NO BID	NO BID
506 11	100 N/roll	\$42.77	\$42.77	\$50.60	\$506.00	NO BID	NO BID	NO BID	NO BID
506 12	2	\$83.16	\$83.16	\$90.00	\$180.00	NO BID	NO BID	NO BID	NO BID
506 13	200	\$8.41	\$1,682.00	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
506 14	100	\$13.79	\$1,379.00	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
506 15	100	\$5,320.00	\$5,320.00	\$27.40	\$2,740.00	NO BID	NO BID	NO BID	NO BID
506 16	100	\$20.75	\$2,075.00	\$21.45	\$2,145.00	NO BID	NO BID	NO BID	NO BID
506 17	100	\$44.80	\$4,480.00	\$53.00	\$5,300.00	NO BID	NO BID	NO BID	NO BID
506 18	5000	\$54.60	\$5,460.00	\$57.00	\$5,700.00	NO BID	NO BID	NO BID	NO BID
506 19	5000	\$0.12	\$600.00	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
506 20	5000	\$0.27	\$1,350.00	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
506 21	5000	0.07	\$350.00	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
506 22	5000	\$0.08	\$400.00	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
506 23	1000	\$0.04	\$40.00	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
506 24	1000	\$0.04	\$40.00	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
506 25	1000	\$0.14	\$140.00	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
506 26	12	\$0.11	\$132.00	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
506 27	12	\$13.40	\$160.80	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
506 28	12	\$8.75	\$105.00	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
507 TRAFFIC CONES									
507	100	\$19.94	\$1,994.00	\$21.75	\$2,175.00	NO BID	NO BID	NO BID	NO BID
TOTAL			\$16,410.00		\$14,431.31				

SO6 = National Highway Products * Glenco did not bid on all items *

SO7 = National Highway Products

504 PRE-FORMED THERMOPLASTIC Pavement Marking Lines

Line Ft Ml

Line	Description	Length (Ft)	Material	Unit Price	Total Price	Notes
144	4"x3" Lines Yellow	144	\$219.96	\$319.96	\$207.00	\$507.00
144	4"x3" Lines Blue	144	\$225.41	\$325.41	\$222.00	\$522.00
144	4"x3" Lines Red	144	\$235.87	\$335.87	\$222.00	\$522.00
144	4"x3" Lines Black	144	\$246.33	\$346.33	\$222.00	\$522.00
144	4"x3" Lines Orange	144	\$256.79	\$356.79	\$222.00	\$522.00
144	4"x3" Lines Green	144	\$267.25	\$367.25	\$222.00	\$522.00
144	4"x3" Lines Purple	144	\$277.71	\$377.71	\$222.00	\$522.00
144	4"x3" Lines Silver	144	\$288.17	\$388.17	\$222.00	\$522.00
144	4"x3" Lines Gold	144	\$298.63	\$398.63	\$222.00	\$522.00
144	4"x3" Lines White	144	\$309.09	\$409.09	\$222.00	\$522.00
144	4"x3" Lines Grey	144	\$319.55	\$419.55	\$222.00	\$522.00
144	4"x3" Lines Brown	144	\$329.99	\$429.99	\$222.00	\$522.00
144	4"x3" Lines Pink	144	\$340.45	\$440.45	\$222.00	\$522.00
144	4"x3" Lines Cyan	144	\$350.91	\$450.91	\$222.00	\$522.00
144	4"x3" Lines Magenta	144	\$361.37	\$461.37	\$222.00	\$522.00
144	4"x3" Lines Olive	144	\$371.83	\$471.83	\$222.00	\$522.00
144	4"x3" Lines Teal	144	\$382.29	\$482.29	\$222.00	\$522.00
144	4"x3" Lines Lavender	144	\$392.75	\$492.75	\$222.00	\$522.00
144	4"x3" Lines Plum	144	\$403.21	\$503.21	\$222.00	\$522.00
144	4"x3" Lines Slate	144	\$413.67	\$513.67	\$222.00	\$522.00
144	4"x3" Lines Steel	144	\$424.13	\$524.13	\$222.00	\$522.00
144	4"x3" Lines Bronze	144	\$434.59	\$534.59	\$222.00	\$522.00
144	4"x3" Lines Copper	144	\$445.05	\$545.05	\$222.00	\$522.00
144	4"x3" Lines Nickel	144	\$455.51	\$555.51	\$222.00	\$522.00
144	4"x3" Lines Tin	144	\$465.97	\$565.97	\$222.00	\$522.00
144	4"x3" Lines Zinc	144	\$476.43	\$576.43	\$222.00	\$522.00
144	4"x3" Lines Aluminum	144	\$486.89	\$586.89	\$222.00	\$522.00
144	4"x3" Lines Lead	144	\$497.35	\$597.35	\$222.00	\$522.00
144	4"x3" Lines Iron	144	\$507.81	\$607.81	\$222.00	\$522.00
144	4"x3" Lines Cobalt	144	\$518.27	\$618.27	\$222.00	\$522.00
144	4"x3" Lines Nickel	144	\$528.73	\$628.73	\$222.00	\$522.00
144	4"x3" Lines Cadmium	144	\$539.19	\$639.19	\$222.00	\$522.00
144	4"x3" Lines Silver	144	\$549.65	\$649.65	\$222.00	\$522.00
144	4"x3" Lines Gold	144	\$560.11	\$660.11	\$222.00	\$522.00
144	4"x3" Lines Platinum	144	\$570.57	\$670.57	\$222.00	\$522.00
144	4"x3" Lines Palladium	144	\$581.03	\$681.03	\$222.00	\$522.00
144	4"x3" Lines Rhodium	144	\$591.49	\$691.49	\$222.00	\$522.00
144	4"x3" Lines Iridium	144	\$601.95	\$701.95	\$222.00	\$522.00
144	4"x3" Lines Osmium	144	\$612.41	\$712.41	\$222.00	\$522.00
144	4"x3" Lines Rhenium	144	\$622.87	\$722.87	\$222.00	\$522.00
144	4"x3" Lines Ruthenium	144	\$633.33	\$733.33	\$222.00	\$522.00
144	4"x3" Lines Rhodium	144	\$643.79	\$743.79	\$222.00	\$522.00
144	4"x3" Lines Silver	144	\$654.25	\$754.25	\$222.00	\$522.00
144	4"x3" Lines Gold	144	\$664.71	\$764.71	\$222.00	\$522.00
144	4"x3" Lines Platinum	144	\$675.17	\$775.17	\$222.00	\$522.00
144	4"x3" Lines Palladium	144	\$685.63	\$785.63	\$222.00	\$522.00
144	4"x3" Lines Rhodium	144	\$696.09	\$796.09	\$222.00	\$522.00
144	4"x3" Lines Iridium	144	\$706.55	\$806.55	\$222.00	\$522.00
144	4"x3" Lines Osmium	144	\$717.01	\$817.01	\$222.00	\$522.00
144	4"x3" Lines Rhenium	144	\$727.47	\$827.47	\$222.00	\$522.00
144	4"x3" Lines Ruthenium	144	\$737.93	\$837.93	\$222.00	\$522.00
144	4"x3" Lines Rhodium	144	\$748.39	\$848.39	\$222.00	\$522.00
144	4"x3" Lines Silver	144	\$758.85	\$858.85	\$222.00	\$522.00
144	4"x3" Lines Gold	144	\$769.31	\$869.31	\$222.00	\$522.00
144	4"x3" Lines Platinum	144	\$779.77	\$879.77	\$222.00	\$522.00
144	4"x3" Lines Palladium	144	\$790.23	\$890.23	\$222.00	\$522.00
144	4"x3" Lines Rhodium	144	\$800.69	\$900.69	\$222.00	\$522.00
144	4"x3" Lines Iridium	144	\$811.15	\$911.15	\$222.00	\$522.00
144	4"x3" Lines Osmium	144	\$821.61	\$921.61	\$222.00	\$522.00
144	4"x3" Lines Rhenium	144	\$832.07	\$932.07	\$222.00	\$522.00
144	4"x3" Lines Ruthenium	144	\$842.53	\$942.53	\$222.00	\$522.00
144	4"x3" Lines Rhodium	144	\$852.99	\$952.99	\$222.00	\$522.00
144	4"x3" Lines Silver	144	\$863.45	\$963.45	\$222.00	\$522.00
144	4"x3" Lines Gold	144	\$873.91	\$973.91	\$222.00	\$522.00
144	4"x3" Lines Platinum	144	\$884.37	\$984.37	\$222.00	\$522.00
144	4"x3" Lines Palladium	144	\$894.83	\$994.83	\$222.00	\$522.00
144	4"x3" Lines Rhodium	144	\$905.29	\$1005.29	\$222.00	\$522.00
144	4"x3" Lines Iridium	144	\$915.75	\$1015.75	\$222.00	\$522.00
144	4"x3" Lines Osmium	144	\$926.21	\$1026.21	\$222.00	\$522.00
144	4"x3" Lines Rhenium	144	\$936.67	\$1036.67	\$222.00	\$522.00
144	4"x3" Lines Ruthenium	144	\$947.13	\$1047.13	\$222.00	\$522.00
144	4"x3" Lines Rhodium	144	\$957.59	\$1057.59	\$222.00	\$522.00
144	4"x3" Lines Silver	144	\$968.05	\$1068.05	\$222.00	\$522.00
144	4"x3" Lines Gold	144	\$978.51	\$1078.51	\$222.00	\$522.00
144	4"x3" Lines Platinum	144	\$988.97	\$1088.97	\$222.00	\$522.00
144	4"x3" Lines Palladium	144	\$999.43	\$1099.43	\$222.00	\$522.00
144	4"x3" Lines Rhodium	144	\$1009.89	\$1109.89	\$222.00	\$522.00
144	4"x3" Lines Iridium	144	\$1020.35	\$1120.35	\$222.00	\$522.00
144	4"x3" Lines Osmium	144	\$1030.81	\$1130.81	\$222.00	\$522.00
144	4"x3" Lines Rhenium	144	\$1041.27	\$1141.27	\$222.00	\$522.00
144	4"x3" Lines Ruthenium	144	\$1051.73	\$1151.73	\$222.00	\$522.00
144	4"x3" Lines Rhodium	144	\$1062.19	\$1162.19	\$222.00	\$522.00
144	4"x3" Lines Silver	144	\$1072.65	\$1172.65	\$222.00	\$522.00
144	4"x3" Lines Gold	144	\$1083.11	\$1183.11	\$222.00	\$522.00
144	4"x3" Lines Platinum	144	\$1093.57	\$1193.57	\$222.00	\$522.00
144	4"x3" Lines Palladium	144	\$1104.03	\$1204.03	\$222.00	\$522.00
144	4"x3" Lines Rhodium	144	\$1114.49	\$1214.49	\$222.00	\$522.00
144	4"x3" Lines Iridium	144	\$1124.95	\$1224.95	\$222.00	\$522.00
144	4"x3" Lines Osmium	144	\$1135.41	\$1235.41	\$222.00	\$522.00
144	4"x3" Lines Rhenium	144	\$1145.87	\$1245.87	\$222.00	\$522.00
144	4"x3" Lines Ruthenium	144	\$1156.33	\$1256.33	\$222.00	\$522.00
144	4"x3" Lines Rhodium	144	\$1166.79	\$1266.79	\$222.00	\$522.00
144	4"x3" Lines Silver	144	\$1177.25	\$1277.25	\$222.00	\$522.00
144	4"x3" Lines Gold	144	\$1187.71	\$1287.71	\$222.00	\$522.00
144	4"x3" Lines Platinum	144	\$1198.17	\$1298.17	\$222.00	\$522.00
144	4"x3" Lines Palladium	144	\$1208.63	\$1308.63	\$222.00	\$522.00
144	4"x3" Lines Rhodium	144	\$1219.09	\$1319.09	\$222.00	\$522.00
144	4"x3" Lines Iridium	144	\$1229.55	\$1329.55	\$222.00	\$522.00
144	4"x3" Lines Osmium	144	\$1240.01	\$1340.01	\$222.00	\$522.00
144	4"x3" Lines Rhenium	144	\$1250.47	\$1350.47	\$222.00	\$522.00
144	4"x3" Lines Ruthenium	144	\$1260.93	\$1360.93	\$222.00	\$522.00
144	4"x3" Lines Rhodium	144	\$1271.39	\$1371.39	\$222.00	\$522.00
144	4"x3" Lines Silver	144	\$1281.85	\$1381.85	\$222.00	\$522.00
144	4"x3" Lines Gold	144	\$1292.31	\$1392.31	\$222.00	\$522.00
144	4"x3" Lines Platinum	144	\$1302.77	\$1402.77	\$222.00	\$522.00
144	4"x3" Lines Palladium	144	\$1313.23	\$1413.23	\$222.00	\$522.00
144	4"x3" Lines Rhodium	144	\$1323.69	\$1423.69	\$222.00	\$522.00
144	4"x3" Lines Iridium	144	\$1334.15	\$1434.15	\$222.00	\$522.00
144	4"x3" Lines Osmium	144	\$1344.61	\$1444.61	\$222.00	\$522.00
144	4"x3" Lines Rhenium	144	\$1355.07	\$1455.07	\$222.00	\$522.00
144	4"x3" Lines Ruthenium	144	\$1365.53	\$1465.53	\$222.00	\$522.00
144	4"x3" Lines Rhodium	144	\$1375.99	\$1475.99	\$222.00	\$522.00
144	4"x3" Lines Silver	144	\$1386.45	\$1486.45	\$222.00	\$522.00
144	4"x3" Lines Gold	144	\$1396.91	\$1496.91	\$222.00	\$522.00
144	4"x3" Lines Platinum	144	\$1407.37	\$1507.37	\$222.00	\$522.00
144	4"x3" Lines Palladium	144	\$1417.83	\$1517.83	\$222.00	\$522.00
144	4"x3" Lines Rhodium	144	\$1428.29	\$1528.29	\$222.00	\$522.00
144	4"x3" Lines Iridium	144	\$1438.75	\$1538.75	\$222.00	\$522.00
144	4"x3" Lines Osmium	144	\$1449.21	\$1549.21	\$222.00	\$522.00
144	4"x3" Lines Rhenium	144	\$1459.67	\$1559.67	\$222.00	\$522.00
144	4"x3" Lines Ruthenium	144	\$1470.13	\$1570.13	\$222.00	\$522.00
144	4"x3" Lines Rhodium	144	\$1480.59	\$1580.59	\$222.00	\$522.00
144	4"x3" Lines Silver	144	\$1491.05	\$1591.05	\$222.00	\$522.00
144	4"x3" Lines Gold	144	\$1501.51	\$1601.51	\$222.00	\$522.00
144	4"x3" Lines Platinum	144	\$1511.97	\$1611.97	\$222.00	\$522.00
144	4"x3" Lines Palladium	144	\$1522.43	\$1622.43	\$222.00	\$522.00
144	4"x3" Lines Rhodium	144	\$1532.89	\$1632.89	\$222.00	\$522.00
144	4"x3" Lines Iridium	144	\$1543.35	\$1643.35	\$222.00	\$522.00
144	4"x3" Lines Osmium	144	\$1553.81	\$1653.81	\$222.00	\$522.00
144	4"x3" Lines Rhenium	144	\$1564.27	\$1664.27	\$222.00	\$522.00
144	4"x3" Lines Ruthenium	144	\$1574.73	\$1674.73	\$222.00	\$522.00
144	4"x3" Lines Rhodium	144	\$1585.19	\$1685.19	\$222.00	\$522.00
144	4"x3" Lines Silver	144	\$1595.65	\$1695.65	\$222.00	\$522.00
144	4"x3" Lines Gold	144	\$1606.11	\$1706.11	\$222.00	\$522.00
144	4"x3" Lines Platinum	144	\$1616.57	\$1716.57	\$222.00	\$522.00
144	4"x3" Lines Palladium	144	\$1627.03	\$1727.03	\$222.00	\$522.00
144	4"x3" Lines Rhodium	144	\$1637.49	\$1737.49	\$222.00	\$522.00
144	4"x3" Lines Iridium	144	\$1647.95	\$1747.95	\$222.00	\$522.00
144	4"x3" Lines Osmium	144	\$1658.41	\$1758.41	\$222.00	\$522.00
144	4"x3" Lines Rhenium	144	\$1668.87	\$1768.87	\$222.00	\$522.00
144	4"x3					

Material	Quantity	Unit Price	Subtotal	Material	Quantity	Unit Price	Subtotal	Material	Quantity	Unit Price	Subtotal	Material	Quantity	Unit Price	Subtotal	Material	Quantity	Unit Price	Subtotal
Manhole Ring Black																			
8" I.D. Manhole Kit	2 per pack	\$209.14	\$418.28	8" I.D. Manhole Kit	2 per pack	\$209.14	\$418.28	8" I.D. Manhole Kit	2 per pack	\$209.14	\$418.28	8" I.D. Manhole Kit	2 per pack	\$209.14	\$418.28	8" I.D. Manhole Kit	2 per pack	\$209.14	\$418.28
10" I.D. Manhole Kit	2 per pack	\$235.71	\$471.42	10" I.D. Manhole Kit	2 per pack	\$235.71	\$471.42	10" I.D. Manhole Kit	2 per pack	\$235.71	\$471.42	10" I.D. Manhole Kit	2 per pack	\$235.71	\$471.42	10" I.D. Manhole Kit	2 per pack	\$235.71	\$471.42
24" I.D. Manhole Kit	2 per pack	\$314.28	\$628.56	24" I.D. Manhole Kit	2 per pack	\$314.28	\$628.56	24" I.D. Manhole Kit	2 per pack	\$314.28	\$628.56	24" I.D. Manhole Kit	2 per pack	\$314.28	\$628.56	24" I.D. Manhole Kit	2 per pack	\$314.28	\$628.56
36" I.D. Manhole Kit	2 per pack	\$324.86	\$649.72	36" I.D. Manhole Kit	2 per pack	\$324.86	\$649.72	36" I.D. Manhole Kit	2 per pack	\$324.86	\$649.72	36" I.D. Manhole Kit	2 per pack	\$324.86	\$649.72	36" I.D. Manhole Kit	2 per pack	\$324.86	\$649.72
24" I.D. Manhole Kit	2 per pack	\$346.57	\$693.14	24" I.D. Manhole Kit	2 per pack	\$346.57	\$693.14	24" I.D. Manhole Kit	2 per pack	\$346.57	\$693.14	24" I.D. Manhole Kit	2 per pack	\$346.57	\$693.14	24" I.D. Manhole Kit	2 per pack	\$346.57	\$693.14
36" I.D. Manhole Kit	2 per pack	\$449.34	\$898.68	36" I.D. Manhole Kit	2 per pack	\$449.34	\$898.68	36" I.D. Manhole Kit	2 per pack	\$449.34	\$898.68	36" I.D. Manhole Kit	2 per pack	\$449.34	\$898.68	36" I.D. Manhole Kit	2 per pack	\$449.34	\$898.68
Total			\$3,725.32				\$3,725.32												

508 = National Highway Products * Only Company to bid on all items in section

508 *

January 23, 2024
Resolution no. 33

WHEREAS, the Town solicited competitive bids for the purchase of **Traffic Safety Material, Contract # 923-13; and**

WHEREAS, on September 13, 2023 sealed bids were opened and National Highway Products Inc., 301 Riverside Dr., Millville, NJ 08332; Chemung Supply Corp., PO Box 527, Elmira, NY 14902; Osburn Associates Inc., PO Box 912, Logan, OH. 43138 and Glenco Supply, Inc. PO Box 638, Oakhurst, NJ 07755 submitted the apparent low dollar bids; and

WHEREAS, National Highway Products Inc., Chemung Supply Corp., Osburn Associates Inc. and Glenco Supply Inc. have been determined to be responsible bidders.

NOW, THEREFORE, on a motion of _____, be it seconded by _____,

RESOLVED, that the Town Board of the Town of Islip hereby award the contract to the following vendors: National Highway Products Inc. Item Sections 601,502,603,504, 505A, 506, 507,508; Chemung Supply Corp. item section 505; Osburn Associates Inc. item sections 501,503,503A, and Glenco Supply Inc. item section 502A in the amount of various prices as per the circled items on the attached tabulation sheets for one (1) year from date of award.

Upon a vote being taken, the result was:

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 34

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Option Year Resolutions.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Michael Rand

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

OPTION YEAR RESOLUTIONS

1/23/24

- | | |
|--|---|
| 1) Rear Discharge Mowers (1222-56) | All Island Equipment |
| 2) Overhauling, Repairs, Adjustments to Allison Automatic Transmissions (1221-229) | Van Buren Automotive Transmission Work, LLC |
| 3) 4' Snow Fence (0123-224) | D.F. Eastwood Construction Corp. |
| 4) Supply and Delivery of General Fill and Clay Material (122-23) | Watral Brothers, Inc. |
| 5) Snow & Ice Removal from Sidewalks at 5 Railroad Stations (221-114) | Laser Industries |

No: 1

BID ITEM: Rear Discharge Mowers (1222-56)

VENDOR: All Island Equipment

OPTION: (1) one year option

ANTICIPATED EXPENDITURE: \$20,000.00

DEPARTMENT: DPW

JUSTIFICATION OF NEED:

February 7, 2023
Resolution #16

WHEREAS, by Town Board resolution dated October 19, 2021, All Island Equipment, 39 Jersey Street, W. Babylon, NY 11704, was awarded the contract for **Rear Discharge Mowers #721-56** for a term of three (3) years from date of award with the Town's option to renew for one (1) additional year under the same terms and conditions; and

WHEREAS, All Island Equipment, has notified the Town in written correspondence dated November 1, 2022 of their choice to cancel the contract immediately and not accept any further orders due to the "ever-changing economy"; and

WHEREAS, as a result of All Island Equipment indicating that they would not accept any further orders, the Town solicited competitive bids for the purchase of **Rear Discharge Mowers Contract# 1222-56**; and

WHEREAS, the bid was advertised twice and only one (1) bid was submitted on the second opening date of January 18, 2023; and

WHEREAS, the Town accepted and read the sole bid of All Island Equipment, 39 Jersey Street, W. Babylon, NY 11704 and has determined All Island Equipment to be a responsible bidder; and

WHEREAS, it is requested that the Town Board rescind the October 19, 2021 resolution awarding **Rear Discharge Mowers #721-56** to All Island Equipment, and award **Rear Discharge Mowers Contract# 1222-56** to All Island Equipment for a term of one (1) year from date of award with the Town's option for one (1) additional year under the same terms and conditions.

NOW, THEREFORE, on a motion of Council John C. Cochrane, Jr

seconded by Council John M. Lorenzo , be it

RESOLVED, that the Town Board of the Town of Islip hereby rescinds the October 19, 2021 resolution awarding **Rear Discharge Mowers #721-56** to All Island Equipment; and be it

FURTHER RESOLVED, that the Town Board of the Town of Islip hereby award the contract to All Island Equipment in the amount of various prices as per bid items #A1 through C5 for **Rear Discharge Mowers Contract# 1222-56** for a term of one (1) year from date of award with the Town's option for one (1) additional year under the same terms and conditions.

Upon a vote being taken, the result was: unanimous

January 23, 2024
Resolution No. 34

WHEREAS, by a Town Board resolution adopted February 7, 2023; **Contract #1222-56** for **Rear Discharge Mowers**, was awarded to All Island Equipment, 39 Jersey Street, W. Babylon, NY 11704; the lowest responsible bidder; and

WHEREAS, said contract was for a period of one (1) year from date of award with the Town's option to renew for one (1) additional one (1) year period, under the same terms and conditions; and

WHEREAS, the Commissioner of DPW has recommended that the Town exercise the option to renew the contract for the one (1) year period.

NOW, THEREFORE, on a motion of
seconded by _____, be it

RESOLVED, that the Town Board of the Town of Islip hereby exercises the option to renew the contract, Rear Discharge Mowers (1222-56), with All Island Equipment, for the one (1) year option under the same terms and conditions.

Upon a vote being taken the result was:

No: 2

BID ITEM: Overhauling, Repairs, Adjustments to Allison Automatic Transmissions
(1221-229)

VENDOR: Van Buren Automotive Transmission Work, LLC

OPTION: (2) year option

ANTICIPATED EXPENDITURE: \$10,000.00

DEPARTMENT: IRRA

JUSTIFICATION OF NEED: _____



**TOWN OF ISLIP OFFICE OF THE SUPERVISOR
Department of Purchase**

401 MAIN STREET • ROOM 227 • ISLIP, NEW YORK 11751 • PHONE: (631) 224-5515 • FAX: (631) 224-5517

Angie M. Carpenter, Supervisor

TO: Martin Bellew, Commissioner IRRA
FROM: Michael Rand, Director of Purchasing
DATE: 11/20/23
RE: Overhauling, Repairs, Adjustments to Allison Automatic Transmissions, Contract (1221-229)

The 1-year option for the above-mentioned contract is 2/7/24. Please indicate below your intentions:

We agree with extending the referenced contract

We do not wish to extend this contract

We request that the service/commodity be re-bid

SIGNED

February 8, 2022
Resolution #9

WHEREAS, the Town solicited competitive bids for the OVERHAULING, REPAIRS,
ADJUSTMENTS TO ALLISON AUTOMATIC TRANSMISSIONS, CONTRACT #1221-229; and

WHEREAS, on December 8, 2021 sealed bids were opened and Van Buren Automotive
Transmission Work, LLC, 10 Industrial Blvd., Medford, NY 11763 submitted the apparent low
dollar bid; and

WHEREAS, Van Buren Automotive Transmission Work, LLC has been determined to be a
responsible bidder.

NOW, THEREFORE, on a motion of Council James P. O'Connor,
seconded by Council Mary Kate Mullen, , be it

RESOLVED, that the Town Board of the Town of Islip hereby award the contract to Van
Buren Automotive Transmission Work, LLC in the amount of: A. \$110.00/hr. (repairs); B.
20%/disc. (parts) for two (2) years from date of award with the Town's option to renew for two
(2) additional years under the same terms and conditions.

Upon a vote being taken, the result was: 5-0

January 23, 2024
Resolution no. 34

WHEREAS, by a Town Board resolution adopted February 8, 2022; **Contract #1221-229** for **Overhauling, Repairs, Adjustments to Allison Automatic Transmissions**, was awarded to Van Buren Automotive Transmission Work, LLC, 10 Industrial Blvd., Medford, NY 11763; the lowest responsible bidder; and

WHEREAS, said contract was for a period of two (2) years from date of award with the Town's option to renew for an additional two (2) year period, under the same terms and conditions; and

WHEREAS, the Commissioner of IRRRA has recommended that the Town exercise the option to renew the contract for the two (2) year period.

NOW, THEREFORE, on a motion of
seconded by _____, be it

RESOLVED, that the Town Board of the Town of Islip hereby exercises the option to renew the contract, Overhauling, Repairs, Adjustments to Allison Automatic Transmissions (1221-229), with Van Buren Automotive Transmission Work, LLC, for the two (2) year option under the same terms and conditions.

Upon a vote being taken the result was:

No: 3

BID ITEM: 4' Snow Fence (0123-224)

VENDOR: D.F. Eastwood Construction Corp.

OPTION: (1) one year option

ANTICIPATED EXPENDITURE: \$5,000.00

DEPARTMENT: DPW

JUSTIFICATION OF NEED: _____



TOWN OF ISLIP OFFICE OF THE SUPERVISOR
Department of Purchase

401 MAIN STREET • ROOM 227 • ISLIP, NEW YORK 11751 • PHONE: (631) 224-5515 • FAX: (631) 224-5517

Angle M. Carpenter, Supervisor

TO: Tom Owens, Commissioner DPW
FROM: Michael Rand, Director of Purchasing
DATE: 12/14/23
RE: 4' Snow Fence, Contract (0123-224)

The 1-year option for the above-mentioned contract is 3/14/24. Please indicate below your intentions:

We agree with extending the referenced contract

We do not wish to extend this contract

We request that the service/commodity be re-bid

SIGNED

March 14, 2023

WHEREAS, by Town Board resolution dated May10, 2022 East Islip Lumber, 33 Wall St., NY 11730, was awarded the option for the contract for **4' Snow Fence #420-224** for the additional two (2) year period under the same terms and conditions; and

WHEREAS, East Islip Lumber, has notified the Town in written correspondence dated August 24, 2022 of their choice to cancel the contract immediately and not accept any further orders due to the "inability to procure 13-guage snow fence at prices quoted in early 2020 due to supply issues and shipping constraints"; and

WHEREAS, as a result of East Islip Lumber indicating that they would not accept any further orders, the Town solicited competitive bids for the purchase of **4' Snow Fence Contract# 0123-224**; and

WHEREAS, the bid was advertised twice and only one (1) bid was submitted on the second opening date of January 25, 2023; and

WHEREAS, the Town accepted and read the sole bid of D.F. Eastwood Construction Corp., 1320 Motor Parkway, Islandia, NY 11749 and has determined D.F. Eastwood Construction Corp. to be a responsible bidder; and

WHEREAS, it is requested that the Town Board rescind the May 10, 2022 resolution awarding the two (2) year option for **4' Snow Fence #420-224** to East Islip Lumber, and award **4' Snow Fence Contract# 0123-224** to D. F. Eastwood Construction Corp. for a term of one (1) year from date of award with the Town's option for one (1) additional year under the same terms and conditions.

NOW, THEREFORE, on a motion of Councilperson James P. O'Connor

seconded by Councilperson John M. Lorenzo , be it

RESOLVED, that the Town Board of the Town of Islip hereby rescinds the May 10, 2022 resolution awarding the two (2) option for 4' Snow Fence #420-224 to East Islip Lumber; and be it

FURTHER RESOLVED, that the Town Board of the Town of Islip hereby award the contract to D. F. Eastwood Construction Corp. in the amount of bid items 1) a-b: \$99.00/50' Roll, 1)c \$99.00/Roll , 2) a-b: \$98.00/50' Roll, 2)c: \$98.00/Roll for 4' Snow Fence Contract# 0123-224 for a term of one (1) year from date of award with the Town's option for one (1) additional year under the same terms and conditions.

Upon a vote being taken, the result was: 4-0 with Councilperson John C. Cochrane, Jr. absent

January 23, 2024
Resolution no. 34

WHEREAS, by a Town Board resolution adopted March 14, 2023; **Contract #0123-224** for **4' Snow Fence**, was awarded to D.F. Eastwood Construction Corp., 1320 Motor Parkway, Islandia, NY 11749; the only responsible bidder; and

WHEREAS, said contract was for a period of one (1) year from date of award with the Town's option to renew for one (1) additional one (1) year period, under the same terms and conditions; and

WHEREAS, the Commissioner of DPW has recommended that the Town exercise the option to renew the contract for the one (1) year period.

NOW, THEREFORE, on a motion of
seconded by _____, be it

RESOLVED, that the Town Board of the Town of Islip hereby exercises the option to renew the contract, 4' Snow Fence (0123-224), with D.F. Eastwood Construction Corp., for the one (1) year option under the same terms and conditions.

Upon a vote being taken the result was:

No: 4

BID ITEM: Supply and Delivery of General Fill and Clay Material (122-23)

VENDOR: Watral Brothers, Inc.

OPTION: (1) one year option

ANTICIPATED EXPENDITURE: \$10,000.00

DEPARTMENT: DEC

JUSTIFICATION OF NEED: _____



**TOWN OF ISLIP OFFICE OF THE SUPERVISOR
Department of Purchase**

401 MAIN STREET • ROOM 227 • ISLIP, NEW YORK 11751 • PHONE: (631) 224-5515 • FAX: (631) 224-5517

Angie M. Carpenter, Supervisor

TO: Martin Bellew, Commissioner DEC
FROM: Michael Rand, Director of Purchasing
DATE: 12/14/23
RE: Supply and Delivery of General Fill and Clay Material, Contract (122-23)

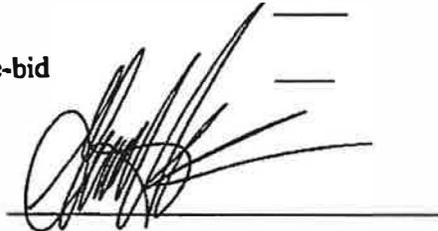
The 1-year option for the above-mentioned contract is 2/8/24. Please indicate below your intentions:

We agree with extending the referenced contract

We do not wish to extend this contract

We request that the service/commodity be re-bid

SIGNED



February 8, 2022
Resolution #9

WHEREAS, the Town solicited competitive bids for the SUPPLY AND DELIVERY OF
GENERAL FILL AND CLAY MATERIAL, CONTRACT #122-23; and

WHEREAS, on January 5, 2022 sealed bids were opened and Watral Brothers, Inc., 45
South 4th Street, Bay Shore, NY 11706 submitted the apparent low dollar bid; and

WHEREAS, Watral Brothers, Inc. has been determined to be a responsible bidder.

NOW, THEREFORE, on a motion of Council James P. O'Connor, s..
seconded by Council Mary Kate Mullen, be it,

RESOLVED, that the Town Board of the Town of Islip hereby award the contract to
Watral Brothers, Inc. in the amount of: 1. \$5.70/ton (General Fill); 2. \$18.07/ton (Clay Material)
for two (2) years from date of award with the Town's option to renew for one (1) additional
year under the same terms and conditions.

Upon a vote being taken, the result was: 5-0

January 23, 2024
Resolution no. 34

WHEREAS, by a Town Board resolution adopted February 8, 2022; **Contract #122-23 for Supply and Delivery of General Fill and Clay Material**, was awarded to Watral Brothers, Inc., 45 South 4th Street, Bay Shore, NY 11706; submitted the apparent low dollar bid; and

WHEREAS, said contract was for a period of two (2) years from date of award with the Town's option to renew for one (1) additional one (1) year period, under the same terms and conditions; and

WHEREAS, the Commissioner of DEC has recommended that the Town exercise the option to renew the contract for the one (1) year period.

NOW, THEREFORE, on a motion of
seconded by _____, be it

RESOLVED, that the Town Board of the Town of Islip hereby exercises the option to renew the contract, Supply and Delivery of General Fill and Clay Material (122-23), with Watral Brothers, Inc., for the one (1) year option under the same terms and conditions.

Upon a vote being taken the result was:



TOWN OF ISLIP OFFICE OF THE SUPERVISOR
Department of Purchase

401 MAIN STREET • ROOM 227 • ISLIP, NEW YORK 11751 • PHONE: (631) 224-5516 • FAX: (631) 224-5517

Angie M. Carpenter, Supervisor

TO: Tom Owens, Commissioner of Parks & Recreation
FROM: Michael Rand, Director of Purchasing
DATE: 11/20/23
RE: Snow & Ice Removal from Sidewalks @ 5 Railroad Stations, Contract # 221-114

The 2nd 1 year option for the above mentioned contract is 2/9/24. Please indicate below your intentions:

We agree with extending the referenced contract

We do not wish to extend this contract

We request that the service/commodity be re-bid

SIGNED

December 13, 2022

WHEREAS, by a Town Board resolution adopted February 9, 2021,
Contract # 221-114 for Snow & Ice Removal from Sidewalks @ 5 Railroad Stations (Bay Shore, Islip, Great River, Oakdale, Sayville) was awarded to Laser Industries, 1775 Route 25., Ridge NY 11961 , the lowest responsible bidder; and

WHEREAS, said contract was for two (2) years with an option to renew for two (2) one (1) year periods,

WHEREAS, the Commissioner of Parks & Recreation has recommended that the Town exercise the option to renew this contract for the 1st one (1) year option under the same terms and conditions.

NOW, THEREFORE, on a motion of Councilperson Mary Kate Mullen seconded by Councilperson John C. Cochrane, Jr, be it

RESOLVED, that the Town Board of the Town of Islip hereby authorizes to exercise the 1st year option to renew the contract with Laser Industries (Contract # 221-114) under the same terms and conditions.

Upon a vote being taken, the result was: unanimous

January 23, 2024
Resolution no. 34

WHEREAS, by a Town Board resolution adopted February 9, 2021,
Contract # 221-114 for Snow & Ice Removal from Sidewalks @ 5 Railroad Stations (Bay Shore, Islip, Great River, Oakdale, Sayville) was awarded to Laser Industries, 1775 Route 25., Ridge NY 11961 , the lowest responsible bidder; and

WHEREAS, said contract was for two (2) years with an option to renew for two (2) one (1) year periods,

WHEREAS, the Commissioner of Parks & Recreation has recommended that the Town exercise the option to renew this contract for the 2nd one (1) year option under the same terms and conditions.

NOW, THEREFORE, on a motion of
seconded by _____, be it

RESOLVED, that the Town Board of the Town of Islip hereby authorizes to exercise the 2nd year option to renew the contract with Laser Industries (Contract # 221-114) under the same terms and conditions.

Upon a vote being taken, the result was:

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 35

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

**Town Board approval to add certain employees of the Town of Islip
as authorized users of the charge card policy.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Michael Rand

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

To add additional Home Depot Cards for the following DAT personnel: Dave Busching, Mike Stack, Michael Fisher, and David Angileri as requested by the Commissioner of DAT.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Town of Islip
 2. Site or location effected by resolution: Town of Islip
 3. Cost: \$0
 4. Budget Line: NA
 5. Amount and source of outside funding: NA
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____ . Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 26 . SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-



Signature of Commissioner/Department Head Sponsor

1/16/24

Date

January 23, 2024

Resolution No. 35

WHEREAS, on October 27, 2009, the Town Board of the Town of Islip unanimously approved to implement a Town-wide Charge Card Policy; and

WHEREAS, In accordance with the Policy, all changes to authorized users must be put before the Town Board for their approval; and

WHEREAS, the Department of Aviation and Transportation has indicated a need for additional Home Depot Cards and has requested that certain personnel be authorized to use same; and

WHEREAS, the following users of the Home Depot Cards are to be added to the policy- Dave Busching , Mike Stack, Michael Fischer and David Angileri and

WHEREAS, Appendix "A" lists all of the DAT authorized users; and

Now therefore be it, on a motion of _____,

Seconded by _____, be it

Resolved, that the Town Comptroller and Director of Purchasing are instructed to take all necessary steps associated with the addition of these authorized users.

Upon a vote being taken, the result was:

Appendix A- Authorized Users for DAT*

Store	Department	Authorized User
Home Depot	DAT	Carl Vogt
Home Depot	DAT	Dave Busching
Home Depot	DAT	Mike Stack
Home Depot	DAT	Michael Fischer
Home Depot	DAT	David Angileri

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 36

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Town Board approval to adopt the revisions to the purchasing section in the Administrative Procedures Manual.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23, 2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Michael Rand

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

To update the Administrative Procedures Manual adding Kelly Feeley, Office Assistant, as responsible for the purchase of goods and services.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Town of Isl ip
 2. Site or location effected by resolution: Tow nof Islip
 3. Cost: \$0
 4. Budget Line: NA
 5. Amount and source of outside funding: NA
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____ . Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 26 . SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-



Signature of Commissioner/Department Head Sponsor

1/16/24

Date

WHEREAS, the Town of Islip Administrative Procedures Manual is a compilation of policies and regulations that govern the operations of the Town; and

WHEREAS, the Administrative Procedures Manual is essential for the efficient functioning of government throughout the Town so that Elected Officials, management and employees can be guided by the appropriate policies and procedures; and

WHEREAS, from time to time the Administrative Procedures Manual has been updated to reflect changes policies and procedures; and

WHEREAS, General Municipal Law (“GML”) §104-b mandates that local government develop procurement policies and procedures for the procurement of goods and services not required to be made pursuant to the competitive bidding requirements of the GML §103 and said policies and procedures are to be reviewed annually by the Town Board; and

WHEREAS, the need to update the purchasing section, section 200 of the Town’s Administrative Procedures Manual is necessary to comply with state law and to streamline Town’s purchasing process; and

WHEREAS, amendments to purchasing section of the Town’s Administrative Procedures Manual include updating Town’s purchasing policies and adding Kelly Feeley, Office Assistant, as responsible for the purchase of goods and services.; and

WHEREAS, the Town Board now deems it in the best interests of the Town to adopt the amended purchasing section of the Administrative Procedures Manual.

NOW, THEREFORE, on a motion of _____,
seconded by _____, be it

RESOLVED, that the Town Board hereby adopts the revisions to the Administrative Procedures Manual to bring it up to date with current purchasing standards established by state law , as follows:

SEE ATTACHED

Additions are indicated by UNDERLINING

Upon a vote being taken, the result was:

TOWN OF ISLIP TOWN 201 ADMINISTRATIVE PROCEDURES MANUAL
REVISED JANUARY 23, 2024

SUBJECT: CONTRACTING AND PURCHASING 1.PURPOSE. To standardize contracting and purchasing procedures to be followed by all personnel and all Departments in the Town of Islip.

2.BACKGROUND. General Municipal Law mandates that all purchase contracts involving a yearly expenditure of more than \$20,000 and all contracts for public work involving an expenditure of more than \$35,000 be awarded to the lowest responsible bidder furnishing security, when required, after advertisements for sealed bids. In addition to the requirements of General Municipal Law, all Department Heads as well as the Purchasing Director, are responsible for ensuring that all purchases are in compliance with the procurement procedures as set forth in the resolution adopted by the Town Board at the annual organizational meeting. A copy of this resolution is on file in the Town Clerk's Office.

Purchase contracts are those solely concerned with the purchase of materials, commodities and equipment; public works contracts involve labor and may also include materials, commodities and equipment. The public bidding statute requires competitive bidding where it reasonably can be expected that aggregate purchases of the item of supply or equipment will exceed \$20,000 in an operating year for purchase contracts and \$35,000 for public works contracts. The splitting of purchases to evade the bidding requirements of the law is strictly prohibited.

In any case where a responsible bidder's gross price is reducible by an allowance for the value of used machinery, equipment, apparatus or tools to be traded in by the Town of Islip, the gross price will be reduced by the amount of such allowance for the purpose of determining the low bid.

Town Law decrees that the Director of Purchasing will make all purchases and all contracts for supplies, materials and equipment of every nature for the Town and for any Department, Board or Agency for which the Town is liable. Before making any purchase, the Director of Purchasing must comply with such rules and regulations as may be established by resolution of the Town Board and General Municipal Law.

The following items are either not subject to or are exceptions to the General Municipal Law §103 competitive bidding requirements:

- a. Purchase contracts under \$20,000 and public works contracts under \$35,000;
- b. Purchases under State contracts pursuant to §104 of the General Municipal Law;
- c. Purchases under County contracts pursuant to §103(3) of the General Municipal Law;
- d. Emergency purchases pursuant to §103(4) of the General Municipal Law. Due to the nature of this exception, these goods or services must be purchased immediately and a delay in order to seek alternate proposals may threaten the life, health, safety or welfare

of the residents. The Department Head will make a full report of the emergency justifying the exemption from competitive bidding;

e. Professional services or services requiring special or technical skill, training or expertise. The individual or company must be chosen based on accountability, reliability, responsibility, skill, education and training, judgment, integrity, and moral worth. These qualifications are not necessarily found in the individual or company that offers the lowest price and the nature of these services are such that they do not readily lend themselves to competitive procurement procedures;

f. Sole source procurement. Purchase in which only one vendor can supply the commodity, technology and/or perform the services required and there is no substantial equivalent. The Department Head must document the unique nature, unsuccessful steps taken to identify other potential providers and basis upon which the cost was determined to be reasonable;

g. Purchases of insurance policies;

h. Certain Municipal Hospital or Nutrition Program Purchases pursuant to §103(8) of the General Municipal Law;

i. Purchases of surplus and second-hand goods from the Federal Government, the State of New York or from any other political subdivision, district or public benefit corporation pursuant to § 103(6) of the General Municipal Law;

j. Goods purchased from agencies for the blind or severely handicapped pursuant to §175-b of the State Finance Law;

k. Goods purchased from correctional institutions pursuant to §186 of the Correction Law; or l. Cooperative or Piggyback Contracts. General Municipal Law §103(16) and other state laws allow for the procurement of certain goods (including apparatus, materials, equipment and supplies) and services through contracts let by the United States or any agency thereof, any state or any other political subdivision or district therein, if such contract was let in a manner consistent with competitive bidding, and has been made available for use by other governmental entities.

Town of Islip Purchasing Thresholds:

Purchasing of Commodities

\$.01 - \$999.99: Only Purchase Order required.

\$1,000.00 - \$19,999.99: Documented written quotes from at least three (3) separate vendors (if available).

\$20,000.00 and up: Advertised, formal, sealed bids in conformance with all requirements of General Municipal Law Section 103 for contracts, letting and blanket orders.

Purchasing of Public Works Projects

\$.01-\$999.99: Only Purchase Order required.

\$1,000.00 - \$34,999.99: Documented written quotes from at least three (3) separate vendors (if available) and written prevailing wage certification as required under Articles 8 and 9 of the Labor Law.

\$35,000.00 and up: Advertised, formal, sealed bids in conformance with all requirements of General Municipal Law Section 103 for contracts, letting and blanket orders.

3.PURCHASE ORDER. When a Department Head requires the purchase of materials, commodities or equipment, he/she will prepare a Town of Islip electronic purchase order via the KVS software currently being used by the Town of Islip.

The Department Head, or his/her officially authorized representative, will enter the Electronic Purchase Order (hereinafter "E-PO"), including a detailed itemization of his/her needs, vendor's name and prices, and the account number(s) to be charged, attach any documentation that may be required (such as quotes, sole source letters, etc.) and save the document. Once the E-PO has been saved by the E-PO initiator, an email will automatically be sent to the Department Head to review the E-PO. Once approved by the Department Head, an email will be sent to the Purchasing Department notifying them that an E-PO is pending for approval. The Purchasing Department will review all E-PO's. In the event that additional data is needed to complete the E-PO, the Purchasing Department will contact the E-PO initiator to request the requisite information needed to approve the E-PO. Once the E-PO is approved by the Purchasing Department, an email will be sent to the E-PO initiator notifying him/her that E-PO has been approved. The Purchasing Department will send the E-PO to the vendor and keep a hard copy for their files.

Funds will be encumbered when the PO is entered, but the funds will only be released when the Purchasing Department approves the E-PO.

When a vendor submits his/her invoice and copy of Purchase Order for payment, signed and dated in the Claimant's Certification section of the Purchase Order, the Department Head will sign and date the Department approval section of the Purchase Order if the materials or services were received as indicated. The Department Head will forward Purchase Order and Invoice to the Comptroller for payment.

4.PURCHASE CONTRACTS. When a Department Head requires the purchase of materials, commodities or equipment in excess of \$20,000. The Director of Purchasing will:

-Prepare specifications, in conjunction with the Department Head and the Town Attorney's Office.

-Advertise for bids in the Town's officially designated newspaper and any other newspaper as may be designed by the Town Board. The newspaper notice will appear at least five days prior to the last day set for the receipt of bids, and will include a general description of the articles or classes or articles to be purchased will state where bid blanks

and specifications may be secured, and the time when and the place where all bids will be publicly opened and read.

-Open the bids. The Sealed bids will be submitted to the office of the Director of Purchasing. The bids will be publicly opened by the Director of Purchasing at the set time and place specified in the advertisement for bids. He/She will compile a tabulation of all bids received, and this tabulation will be made available for public inspection.

-Forward three copies of each bid recommendation, signed by the Director of Purchasing and the Commissioner or Department Head involved to the Deputy Supervisor twelve days prior to the scheduled Town Board meeting. The Deputy Supervisor will distribute copies of the bid recommendation to all Town Board members and the Town Attorney for review.

-The bids will then be voted upon by the Town Board at the next scheduled meeting, and the Town Clerk will notify the Director of Purchasing when the bids have been awarded. The Purchasing Director will send a letter, with a copy of the Town Board Resolution, to the successful bidder and to the Commissioner, notifying them of the award of the contract.

-Issue Purchase Order, upon notification of award, and instruct the vendor when and where to deliver the materials, commodities or equipment purchased. Upon receipt of the items purchased, the Department Head, as the approving official, will sign the Department Approval section of the vendor's Purchase Order, and forward the Purchase Order and the vendor's invoice to the Comptroller for payment.

5.CONTRACTS FOR PUBLIC WORK. When a contract for public works that will cost more than \$35,000 is needed, the Director of Purchasing will act as the contract administrator, and coordinate all steps in the contracting procedure with the engineers, the Town Attorney, the Town Clerk, the Department Head and the Town Board. All such contracts will be prepared by the Town Attorney's office based upon the information provided by the Director of Purchasing.

The Director of Purchasing will advertise for bids in the officially designated newspaper, as described in the previous section on Purchase Contracts, with the exception that the newspaper notice will appear at least two weeks prior to the last day set for the receipt of bids. The sealed bids will be publicly opened by the Director of Purchasing, as previously described. The respective Department Heads, or their duly authorized representatives, will be present at the bid opening.

The Director of Purchasing and an employee designated by him/her will both sign the tabulation of bids opened, which will become a permanent part of the contract record retained by the Town Clerk. After careful analysis of all bids received, the Town Engineer or Department Head will recommend the letting of the contract for public work to the lowest responsible bidder. The Director of Purchasing will follow the procedures outlined above in Section 4, paragraphs d and e. If the contract is awarded as recommended, the Director of Purchasing will coordinate the final steps for signing of the contract by the Supervisor, for inclusion of insurance papers, etc.,

and see that copies of the contract are distributed to all concerned parties--the Town Clerk as official custodian of the records, the Town Attorney, the Department Head, the vendor and the Purchasing Department.

The Town Comptroller will audit all Purchase Orders and make payment to the vendor in the same manner as described in Section 3, above.

6.OPEN MARKET PURCHASES. All purchases of supplies and contractual services of an amount less than \$20,000 may be made in the open market without advertisement and without formal contracting procedures.

When a Department Head decides to request the purchase of an item not under contract, and when he/she is reasonably certain that no additional purchases of this item will be made to increase expenditures for such item to more than \$20,000 in any one operating year, he/she will first authorize the preparation of, and then sign, a Town of Islip Purchase Order.

The Director of Purchasing will verify that the Town has not entered into any contractual agreement that could supply the needed item. Once these contingencies have been met, the Department Head will request, wherever possible, at least three competitive bids on open market purchases. He/She may solicit bids by direct mail requests to prospective vendors, or by telephone/email. He/She will make awards to the lowest responsible bidder in accordance with the guidelines set forth previously. Upon receipt of the purchased item, the Department Head will sign the Purchase Order, and the Comptroller will audit the claim as previously described in Section 3, above.

7.CONTRACTS FOR PUBLIC WORK UNDER \$35,000. Contracts for public work under \$35,000 may be made, after encumbering funds as described in Section 6, above, without advertising and without observing formal contracting procedures. All other requirements listed in the section on Public Works Contracts will apply, as well as the requirement for three competitive bids described in the section on Open Market Purchases.

8.PURCHASES UNDER \$100. Purchase Orders must be used on purchases under \$100. Claim Vouchers will no longer be utilized. Purchase Orders must be issued for all purchases.

9.ALL PURCHASES AND DISBURSEMENTS. Department Heads are responsible for ensuring that direct purchases are made from vendors who have contracts with the Town, when supplies are available from those vendors. They will also ensure that funds are available to cover such purchases, and that an internal financial system is developed to account for all direct purchases. The purchaser will enter a Purchase Order, make the purchase, and secure an itemized invoice from the vendor. All vendors must provide billing addresses, phone numbers and a W-9. The vendor will print or type his/her name and address on the Purchase Order, itemize the purchase thereon, and complete the Claimant's Certification portion of the Purchase Order. In the absence of original invoice and Purchase Order, the department is required to confirm that the Purchase Order/invoice was never paid.

The Department Head will indicate his/her approval of the purchases and receipt of the items purchased by signing the Department Approval section of the Purchase Order, which he/she will forward to the Comptroller for processing . The Department Head or authorized designee will indicate his/her approval upon verification that services were rendered in accordance with the contract provisions.

10.IMPROPER PROCEDURES. The approval of the Director of Purchasing will be required on all Requisitions. To obtain such approval, proper purchasing procedures must be followed. Any claims not meeting these standards will be returned to the Department involved for the necessary information.

11.PETTY CASH. The Town Board authorizes the Comptroller to create Petty Cash funds for expenditures under \$100, which may be used for Town benefit in instances such as acquisition of materials, supplies or services when payment is required by the vendor at the time of purchase.

This account will enable Departments to pay promptly all expenditures under \$100 by issuance of a Departmental Petty Cash drawn on the Departmental Petty Cash Account. All expenditures will be supported by documentation including the regular Town Petty Cash Voucher form.

Periodically, the Department will process a regular Claim form through the Comptroller's Office for reimbursement of the Petty Cash Account. Such Claim form will have attached all supporting documentation that supported the original Petty Cash Check. It is suggested that a certain minimum balance be set as to when the fund should be reimbursed, allowing five days for the reimbursed check to be processed through the Comptroller's Office.

Petty cash records will be subject to audit by the Comptroller's Office.

As the Town of Islip is not subject to the New York State sales tax, it is necessary to present to vendors, at the time of purchase, a form letter with the Exemption Certificate number. **SALES TAX CHARGES WILL NOT BE REIMBURSED ON PETTY CASH EXPENDITURES.**

12.TOWN PERSONNEL. In accordance with the requirements of NYS GML § 104-b(2)(f), the following individuals are responsible for the purchase of goods and services:

- Michael Rand, Purchasing Director, or his successor;
- Nelly Smith, Senior Office Assistant, or her successor.
- Kelly Feeley, Office Assistant, or her successor.

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 37

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Town Board approval for the list of employees and titles which must file Financial Disclosure Statements with the Town of Islip Board of Ethics for the year 2024.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23, 2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Christopher Nicolino

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

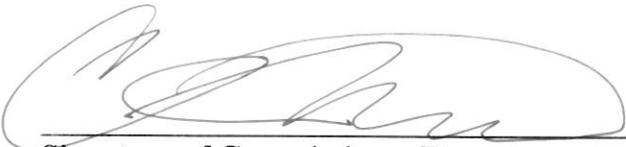
Town Board approval for the list of employees and titles which must file Financial Disclosure Statements with the Town of Islip Board of Ethics for the year 2024.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Town of Islip
 2. Site or location effected by resolution: N/A
 3. Cost: N/A
 4. Budget Line: N/A
 5. Amount and source of outside funding: N/A
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 26. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-



Signature of Commissioner/Department Head Sponsor

1/12/24

Date

January 23, 2024
Resolution #37

WHEREAS, Section 14-17B of the Islip Town Code requires that the Director of Personnel annually compile a list of names and titles of those employees who are required to file a financial disclosure statement with the Town of Islip Board of Ethics; and

WHEREAS, Section 14-17B of the Islip Town Code requires that the list be approved by the Town Board and filed with the Board of Ethics no later than February 1st of each year;

NOW THEREFORE, on motion of _____,
seconded by _____, be it

RESOLVED, that the attached list of employees and titles be filed with the Town of Islip Board of Ethics.

Upon a vote being taken, the result was:

FINANCIAL DISCLOSURE 2024

Abbate, Jessica	Assistant Animal Shelter Supervisor
Albergo, Christopher	Assistant to Town Historian
Alcus, James	Member Plumber's Examining Board
Andre, Michael	Geographic Information Systems Technician
Barbarello, Nicholas	Planner
Barksdale, Dorina	Vice Chairman Housing Authority Board
Barone, Michael	Member Plumber's Examining Board
Barravecchio, Dennis	Town Maintenance Crew Leader
Bassen, Michelle	Deputy Town Commissioner of Planning and Development
Bastidas, Richard	Deputy Commissioner Public Safety
Bellew, Martin	Town Commissioner of Environmental Control
Bennett, Dennis	Executive Assistant to Commissioner of the Department of Public Works
Bingham, Jonathan	Veterinarian
Blanco, Nancy	Treasurer/Financial Director
Bobelis, Debra	Site Plan Reviewer
Bobelis, Vaidotas	Senior Site Plan Reviewer
Bodenmiller, Kassondra	Planner
Bogardt, Teresa	Executive Assistant to Town Clerk
Bond, Joseph	Member Board of Ethics
Brennan, James III	Deputy Commissioner of Planning and Development
Brown, Kevin	Vice Chairman Planning Board
Bunde, Linda	Secretary to the President/ Secretary for Islip Resource Recovery
Burgos, Daniel	Senior Planner
Campano, Nicholas	Chairman Board of Ethics

1/11/2024

FINANCIAL DISCLOSURE 2024

Cannava, Ernest	Assistant Town Attorney
Carballo, Glen	Member Board of Ethics
Carpenter, Angie	Supervisor
Cavanagh, Debra	Chairwoman CDA
Chappelle, Luisanlly	Legislative Aide
Charchalis, Carol	Deputy Town Commissioner of Parks, Recreation and Cultural Affairs
Chirillo, Robert	Geographic Information Systems Technician
Coffey, Thomas	Secretary to the Commissioner of Aviation and Transportation
Colgan, Sean	Principal Planner
Conlon, Sean	Member Plumber's Examining Board
Coppola, Deborah	Secretary to Commissioner of Planning
Courten, Dorothy A. Esq.	Chairperson Housing Authority Board
Crean, Kevin	Director of Affordable Housing and Project Development
Crimi, Carolyn	Citizen Advocate
Cruz, Ines	Member Planning Board
Curci, Patricia	Deputy Town Clerk
Daly, James	Geographic Information Systems Technician
Danseglio, Renee	Safety Officer
Danziger, Anne	Assessor
DeCastro, Manuel	Airport Security Director
De Grottole, Eric	Assistant Town Engineer
De Maggio, Joseph	Law Clerk
DeRosa, Jacquelyn	Legislative Secretary
Devaney, Patricia	Secretary to Town Clerk
Devine, Ronald	Deputy Assessor/Commissioner Housing Authority Board
DiCioccio, Vincent	Deputy Town Comptroller
Distinti, Anett	Secretary to Town Tax Receiver
Dokonal, Ela	Commissioner of Planning and Development
Donohue, Lawrence	Member Board of Ethics
Dunn, Maureen	Member Islip Environmental Council

1/11/2024

FINANCIAL DISCLOSURE 2024

Elsayed, Mohsen	Director of Finance
Farias, Escarlet	Legislative Secretary
Ferruggiari, Brian	Member Planning Board
Fields, Ginny	Member Islip Environmental Council
Fontana, James	Map & Coordinate Supervisor
Fouhy, Christine	Executive Assistant to Supervisor
Friedland, Edward	Chairman Planning Board
Fuchs, Robert	General Counsel CDA
Furman, Paul	Site Plan Reviewer
Gandolfo, Jarett	Director CDA
Gandolfo, Natalia	Assistant Town Attorney
Garbarino, William	Chief Deputy Town Attorney
Gellar, Steve	Member Islip Environmental Council
Giacalone, Teri	Animal Shelter Supervisor
Glickstein, Howard	Member Board of Ethics
Gonzalez, Tanner	Site Plan Reviewer
Graziano-Zove, Nicole	Secretary to the Supervisor
Greml, Victor C.	Member Islip Environmental Council
Groneman, Belinda	Chairwoman Youth Board
Gross, Dale	Member Plumber's Examining Board
Guadron, Jorge	Councilman
Hahn, Lori	Executive Assistant to Town Attorney
Hancock, Gregory	Deputy Town Commissioner of Environmental Control
Harris, John	Geographic Information Systems Technician
Hemingway, Thomas	Executive Director Foreign Trade Zone
Hendricks, Tara	Secretary to Commissioner of Parks, Recreation and Cultural Affairs
Herr, Jenna	Citizen Advocate
Holmes-Reid, Mary	Commissioner Housing Authority Board
Hyland, Steven	Chairman Board of Assessment Review
Jewell, Taryn	Assistant Town Attorney

1/11/2024

FINANCIAL DISCLOSURE 2024

Kahl, Thomas	Deputy Town Commissioner of Public Works
Klueber, Mary Pat	Executive Assistant to Commissioner, Parks, Recreation and Cultural Affairs
Kluepfel, Ellen	Assistant Town Attorney
Knapp, Marie	Assistant Town Attorney
Kordic, Robert	Secretary to Town Comptroller
Lange, James	Chairman Plumber's Examining Board
Lange Krut, Tracey	Chief of Staff
La Rose, Shelley	Town Commissioner of Aviation
Larson, Taylor	Member Islip Environmental Council
Lauricella, Krupa	Legislative Aide
Lettieri, Dominick	Member Board of Assessment Review/Commissioner Housing Authority Board
Licker, Gary	Secretary to Deputy Supervisor
Lite, Jordan	Assistant Town Attorney
Lorenzo, John	Councilman
Ludwig, Joseph	Town Comptroller
Luquer, John III	Deputy Commissioner of Parks, Recreation and Cultural Affairs
Lutz, Richard	Legislative Aide
Mac Aneney, Patricia	Site Plan Reviewer
MacGibbon, Julia	Executive Director CDA
Martinez, Jaime	Deputy Director Foreign Trade Zone
Mattessich, Nicholas	Site Plan Reviewer
Mattimore, Timothy	Member Planning Board
McCabe, Edward	Vice Chairman Board of Appeals
McConnell, Cathy	Member Islip Environmental Council
McElwee, Michael Jr.	Councilman
Meehan, Maureen	Executive Assistant to Commissioner of Planning and Development
Mezzapesa, Dominick	Town Emergency Preparedness Coordinator
Miller, Douglas	Executive Assistant to Supervisor
Mirabella, Christopher	Town Maintenance Crew Leader

1/11/2024

FINANCIAL DISCLOSURE 2024

Mistler, Linda	Deputy Town Tax Receiver
Montiglio, Michael	Member Plumber's Examining Board
Moriarty, Michael	Member Planning Board
Morris, Timothy	Director CDA
Moses, Kenneth	Executive Assistant to Commissioner of Environmental Control
Mulligan, Geraldine	Secretary to Planning Board
Murphy, Amy	Assistant Town Attorney
Nicolia, Christopher	Member Board of Appeals
Nicolino, Christopher	Director of Personnel, Labor Relations and Safety
O'Connor, James	Councilman
Owens, Thomas	Commissioner of Public Works/Commissioner of Parks, Recreation and Cultural Affairs
Pagdanganan, Belinda	Legislative Secretary
Panasci, Jeffrey	Assistant Town Attorney
Passaro, Mary	Secretary to Board of Appeals
Perniciaro, John	Chief Building Inspector
Poelker, Christopher	Town Engineer
Prudenti, Anthony	Town Commissioner of Public Safety
Rais, Laurie	Payroll Manager
Rand, Michael	Town Purchasing Director
Rettaliata, Donald Jr.	Chairman Board of Appeals
Ricioppo, Ercole	Secretary to Commissioner of Public Works
Ross, Sean	Site Plan Reviewer
Rotzman, John	Member Board of Assessment Review
Rubino, Carrie	Town Maintenance Crew Leader
Rund, Robert	Safety Officer
Russo, Peter	Member Plumbers Examining Board
Sasso, Catherine	Member Islip Environmental Council
Schlosser, Grace	Resident Commissioner Housing Authority Board
Schneider, Robert	Deputy Town Commissioner Aviation and Transportation/Airport Operations Director
Sepulveda, Nicholas	Principal Engineering Aide

1/22/2024

FINANCIAL DISCLOSURE 2024

Shires, Kevin	Executive Assistant to Comptroller
Sioutopoulos, Maria	Secretary to Town Attorney
Smith, Caroline	Public Information Officer
Stocker, Jonathan	Management Analyst
Sullivan, Daniel	Member Board of Appeals
Sumpter, Renee	CFO CDA
Torres, Rosa	Deputy Registrar/Deputy Town Clerk
Troche, Manuel	Director CDA
Valletti, Robert	Executive Assistant
Varrichio, Anthony	Chief Engineer (Resource)
Vavricka, Linda	Town Clerk
Vidal, Maria	Director CDA
Wahlberg, Deirdre	Deputy to Commissioner of Parks, Recreation and Cultural Affairs
Walsh, Michael	Town Attorney
Walser, John	Town Director of Economic Development
Warner, Ethan	Geographic Information Systems Technician
Welling, Kara	Legislative Secretary
Wexler, William D. Esq.	Member Board of Appeals
Wiggins, Edward	Member Board of Assessment Review
Wilson, Brad	Member Planning Board
Wilson, Camille	Secretary to Commissioner of Environmental Control
Wilson, Thomas	Resident Commissioner Housing Authority Board
Wittman, Andrew III	Town Tax Receiver
Woznick, Kellie	Senior Planner
Wylie, Robert	Emergency Preparedness Coordinator

1/22/2024

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 38

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to exercise a second one (1) year option with GovOS, Inc. (formerly DBA "Seamless Docs") for Professional Services related to the electronic submission system used through the Town's website.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23, 2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Linda Vavricka

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS:

All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE:

The resolution authorizes the Supervisor to exercise a second one (1) year option with GovOS, Inc. (formerly DBA "SeamlessDocs") for professional services relating to the electronic submission system used through the Town's website for the electronic submission of applications and forms from the constituents of the Town.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Town of Islip
2. Site or location effected by resolution: Town Clerk
3. Cost: \$16,000
4. Budget Line: A.1410.45000 - Outside Professional
5. Amount and source of outside funding: N/A

ENVIRONMENTAL IMPACT: Is this action subject to a SEQRA environmental review?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 26. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.

Signature of Commissioner/Department Head Sponsor.


LINDA VAVRICKA, ISLIP TOWN CLERK

Date: January , 2024

January 23, 2024
Resolution No. 38

WHEREAS, the Town of Islip Town Clerk's Office is an administrative branch of the Town of Islip (the "Town") government pursuant to New York State Town Law §20; and

WHEREAS, the Town Clerk's Office requires a service to facilitate the electronic submission of its application and forms from the constituents of the Town;

WHEREAS, the Town Board by Resolution authorized the Supervisor to execute a contract with GovOS, Inc. (formerly DBA "SeamlessDocs") for the professional services to create an electronic submission system to be used through the Town's website not to exceed \$16,000.00 in the first year; and

WHEREAS, said contract was for a period of one (1) year with an option to renew for three (3) one (1) year periods; and

WHEREAS, the Town Clerk's Office has recommended that the Town exercise the option to renew this contract for the second one (1) year period.

NOW THEREFORE, be it, on motion of _____,
seconded by _____, be it

RESOLVED, that the Town Board of the Town of Islip hereby exercises the Town's option to renew the contract with GovOS, Inc., for the second one (1) year option period; and be it further

RESOLVED, that the Town Supervisor is hereby authorized to execute any and all documents necessary to exercise this option, if any, the form and content of which shall be subject to the approval of the Town Attorney; and be it further

RESOLVED, that the Comptroller is hereby authorized to make the accounting entries necessary to amend the budget in accordance with the terms of the Agreement.

Upon a vote being taken, the result was:

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 39

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

**Appointment of the Delegate and Alternate Delegate to attend the
2024 Association of Town's Annual Meeting.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Linda D. Vavricka

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

January 23, 2024
Resolution #39

WHEREAS, the New York State Association of Town's meeting is scheduled for February 18-21, 2024; and

WHEREAS, the Town Board must appoint a delegate and an alternate delegate from the Town Board to vote at the meeting.

NOW, THEREFORE, on a motion of _____, seconded by _____, be it

RESOLVED, that Linda D. Vavricka is hereby appointed delegate and Patricia Curci is appointed as an alternate delegate to the 2024 Association of Town's Training School and Annual Meeting to be held on February 18 through February 21, 2024.

Upon a vote being taken, the result was:

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 40

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

**Authorization for the Supervisor to execute an amendment to
Contract DPD 3-21E1, "Exchange Ambulance of the Islips,
Electrical" with Commander Electric, Inc.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Christopher Poelker

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

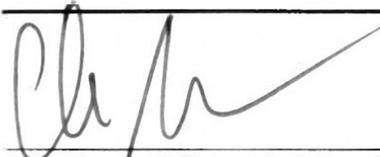
This purpose of this resolution is to authorize the Supervisor to execute an amendment to Contract DPD 3-21E1, "Exchange Ambulance of the Islips, Electrical" with Commander Electric, Inc. due to a change of scope due to services being transferred into the contract for a fire alarm vendor that will require additional funds which will exceed 10% of the awarded contract.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: The Town
 2. Site or location effected by resolution: 100 Carleton Ave., East Islip
 3. Cost: \$188,561.61
 4. Budget Line: H20.4544.30503
 5. Amount and source of outside funding: _____
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 2. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-



Signature of Commissioner/Department Head Sponsor

1-12-2024

Date

WHEREAS, on June 6, 2022, the Town of Islip (the "Town") entered into Contract DPD 3-21 E1, "Exchange Ambulance of the Islips, Electrical" (the "Contract"), with Commander Electric, Inc., 500 Johnson Avenue, Bohemia, NY 11716 ("Commander Electric"), in an amount not to exceed \$1,130,283.00; and

WHEREAS, the scope of services under the Contract has been amended to include installation of a complete fire alarm system, a CAT6E for a camera system, additional site lighting, and additional exterior sign lighting and wiring; and

WHEREAS, additional funds in the amount of \$188,561.61 will be required to complete the amended scope of services, which will exceed ten percent (10%) of the awarded Contract amount; and

WHEREAS, evaluation by the Town Engineer has determined that the additional services performed and to be performed by Commander Electric were and are necessary; and

WHEREAS, the Town Engineer recommends that the Town Board authorize an amendment to the Contract to include the additional necessary services;

NOW THEREFORE, on a motion of Councilperson _____, seconded by Councilperson _____, be it

RESOLVED, that the Supervisor is hereby authorized to execute an amendment to the Contract DPD 3-21 E1, "Exchange Ambulance of the Islips, Electrical," with Commander Electric to include the additional necessary services, for an amount not to exceed an additional \$188,561.61, the form and content of which shall be subject to the approval of the Town Attorney; and be it further

RESOLVED, that the Comptroller is hereby authorized to make the accounting entries necessary to amend the budget in accordance with the terms of the amendment to Contract DPD 3-21 E1, "Exchange Ambulance of the Islips, Electrical"

Upon a vote being taken, the result was:

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 41

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

**Authorization for the Supervisor to enter into an Agreement with
Arthur J. Gallagher Risk Management Services, LLC. for the
reviewal of insurance certificates.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Michael Walsh, Esq.

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

By this Resolution, the Town Board authorizes the Town Supervisor to enter into a Client Services Agreement with Arthur J. Gallagher Risk Management Services, LLC, to review insurance certificates submitted by vendors for all contracts issued by the Town of Islip and provide written verification that the certificates meet all contractual requirements. The term of the Agreement will be for one (1) year with an automatic renewal for one (1) additional year.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Town of Islip
 2. Site or location effected by resolution: Town of Islip
 3. Cost: \$18,000 per year
 4. Budget Line: A.1410.45000 - Outside Professional
 5. Amount and source of outside funding: N/A
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 26. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-

Signature of Commissioner/Department Head Sponsor

Date

WHEREAS, in order to ensure compliance with contractual insurance requirements, the Town of Islip requires independent review of insurance certificates submitted by vendors for all contracts issued by the Town; and

WHEREAS, Arthur J. Gallagher Risk Management Services Inc. is presently providing this service to the Town of Islip and possesses the qualifications and experience necessary to continue providing this service; and

WHEREAS, Arthur J. Gallagher Risk Management Services Inc. will review each certificate of insurance submitted to the Town of Islip and will provide written verification to the Town of Islip that the reviewed certificate meets all contractual requirements.

NOW THEREFORE, on the motion of _____, seconded by _____, be it

RESOLVED, that the Town Board hereby authorizes the Supervisor to enter into an Client Services Agreement with Arthur J. Gallagher Risk Management Services, LLC to provide the services set forth above for an initial term of one (1) year and an automatic renewal, for one (1) additional year, on the first anniversary of the effective date; and be it further

RESOLVED, that Arthur J. Gallagher Risk Management Services, LLC, will be compensated in an amount not to exceed Eighteen Thousand dollars (\$18,000.00) per year to provide the above-referenced services; and be it

FURTHER RESOLVED that the Comptroller is hereby authorized to make any and all budgetary adjustments necessary to facilitate this contract.

UPON A VOTE BEING TAKEN, the result was: _____.

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 42

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

**Authorization for the Supervisor to execute the Notice of Intent
associated with the Town's Municipal Separate Stormwater Sewer
System.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Ela Dokonal

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

The attached resolution will of authorize the Supervisor of the Town of Islip as signator for compliance with the New York State SPDES requirements for the Town's Municipal Separate Stormwater Sewer System (MS4).

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: N/A
 2. Site or location effected by resolution: Town of Islip
 3. Cost: N/A
 4. Budget Line: N/A
 5. Amount and source of outside funding: N/A
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____ . Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 25 . SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-



Signature of Commissioner/Department Head Sponsor

01/09/24

Date

WHEREAS, the Town of Islip (the “Town”), as owner/operator of a Municipal Separate Storm Sewer System (“MS4”), must comply with all terms and conditions of State Pollutant Discharge Elimination System (“SPDES”) General Permit (GP-0-24-001); and

WHEREAS, pursuant to 40 C.F.R. § 122.22, the SPDES General Permit Part X.J. requires that a Notice of Intent (“NOI”) to comply be signed by the principal executive officer or ranking elected official of the Town; and

WHEREAS, the New York State Department of Environmental Conservation (“NYSDEC”) requires the NOI to be uploaded and submitted electronically to the NYSDEC via NY.gov/NForm;

NOW, THEREFORE, on a motion of _____,
seconded by _____, be it

RESOLVED, that the Town Board hereby authorizes the Supervisor to execute the NOI associated with SPDES requirements; and be it further

RESOLVED, that the Department of Planning & Development is authorized to electronically submit the NOI to the NYSDEC.

Upon a vote being taken, the result was:

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 43

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

**Authorization for the Supervisor to execute a consent order with
NYSDEC to conduct a remedial investigation/feasibility study at
Long Island MacArthur Airport.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23,
2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Shelley LaRose

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

This resolution would authorize the Supervisor to execute a consent Order with NYSDEC to provide for the preparation of a Remedial Investigation/Feasibility Study (RI/FS) to investigate the nature and scope of PFAS and PFOA contamination in the soil at certain areas of MacArthur Airport and thereafter examine feasible means of control and mitigation of such contamination. The presence of PFAS and PFOA compounds on airport grounds has been determined through a Site Characterization Study previously authorized by the Town Board. The presence of these compounds is the result of the use of Aqueous Film Forming Foam for firefighting and emergency response purposes and in training exercises prior to 2000, as required by Federal Aviation Administration regulations. The RI/FS is the next step in the administrative process to ultimately mitigate the threat to public health and the environment presented by these chemical compounds, and the Order on Consent sets forth the method of conducting the RI/FS in accordance with applicable law and regulation. The Order on Consent expressly states that the Town will undertake this RI/FS without any admission of liability, violation of law or breach of any duty or standard of care.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Town of Islip, public at large
 2. Site or location effected by resolution: Long Island MacArthur Airport (ISP)
 3. Cost: Rates per environmental services contract with Arcadis Inc., as previously approved
 4. Budget Line: CT 5610.4 Outside Professional Services
 5. Amount and source of outside funding: N/A
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____, Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 27, 35, SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-



Signature of Commissioner/Department Head Sponsor

1/10/2024
Date

RESOLUTION AUTHORIZING THE SUPERVISOR TO EXECUTE AN ORDER ON CONSENT WITH THE NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION TO CONDUCT A REMEDIAL INVESTIGATION/FEASIBILITY STUDY AT LONG ISLAND MACARTHUR AIRPORT.

WHEREAS, the Town of Islip owns and operates the Long Island MacArthur Airport (“ISP”) (the “Airport”) for the benefit of the people of the Town of Islip and the Long Island region; and

WHEREAS, the Airport is operated in compliance with the regulations of the Federal Aviation Administration (“FAA”), including regulations governing passenger safety, fire protection, and emergency management; and

WHEREAS, FAA regulations have long required that the Airport be equipped with fire protection devices and vehicles with the capacity to deploy Aqueous Film Forming Foam (AFFF) in the event of accidents or fires involving combustion of aviation fuel and other hazards, and further required the regular testing and discharge of such foam from emergency fire fighting vehicles; and

WHEREAS, in the years prior to 2000, fire response units in the United States utilized AFFF-containing chemical compounds known as Per and Polyfluoroalkyl Substances (PFAS), including Perfluorooctane Sulfonic Acid (PFOS), and Perfluorooctanoic Acid (PFOA), which have subsequently been designated as hazardous substances by the United States Environmental Protection Agency and the State of New York; and

WHEREAS, the Town has performed a site characterization investigation that has confirmed the presence of PFAS and PFOA in the soils of certain areas of the Airport, and while they present no immediate health concern, the presence of PFAS and PFOA may ultimately present a threat to human health and the environment unless mitigated; and

WHEREAS, the Town has determined that it is in the public interest to fully investigate the extent of such contamination at the Airport and to explore the feasibility of mitigating measures to protect the public health and environment; and

WHEREAS, the Town and the New York State Department of Environmental Conservation have negotiated and prepared an Order on Consent to govern the preparation of a Remedial Investigation/Feasibility Study (“RI/FS”) to accomplish this goal;

NOW THEREFORE, on motion of _____,
seconded by _____, be it

RESOLVED that the Supervisor is hereby authorized to execute the Order on Consent in Matter No. R1-20230302-31, a copy of which is annexed hereto, on behalf of the Town of Islip; and be it further

RESOLVED, that the execution of such Order on Consent is hereby determined to be a Type II action under the State Environmental Quality Review Act (SEQRA), namely 6 NYCRR § 617.5(c)(27) and (35).

UPON A VOTE being taken, the result was _____.

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No.44

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to sign the Planning Board Special Permit Application and any other necessary documents submitted by Summer Club Condominium in connection with certain Town owned underwater property located in the Great South Bay.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23, 2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Michael P. Walsh, Esq.

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

Authorization for Supervisor to sign a special permit application, submitted by the Summer Club Condominium, for a community dock to be constructed on that certain Town owned underwater land bearing Suffolk County Tax Map Number 500-485.00-01.00-001.000.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Summer Club Condominium
 2. Site or location effected by resolution: 500-485.00-01.00-001.000
 3. Cost: 0.00
 4. Budget Line: _____
 5. Amount and source of outside funding: 0.00
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 26. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-

Signature of Commissioner/Department Head Sponsor

ANN

Date

January 23, 2024
Resolution #44

WHEREAS, the Town of Islip is the fee owner of that certain underwater real property known as the Great South Bay identified on the Suffolk County tax map as 500-485.00-01.00-001.000 (“Town Property”); and

WHEREAS, the Summer Club Condominium is the owner of the adjacent upland real property identified by Suffolk County tax map number 500-496.00-02.000-008.077; and

WHEREAS, the Summer Club Condominium has submitted an application to the Planning Board for a special permit allowing a community dock; and

WHEREAS, as the proposed community dock will be located on Town Property the special permit application requires the signature of the Supervisor as fee owner; and

NOW, THEREFORE, on motion of councilperson _____,
seconded by councilperson _____, be it

RESOLVED, that the Supervisor of the Town of Islip is hereby authorized to sign the Planning Board Special Permit Application and any other application for Town owned real property known as the Great South Bay and identified on the Suffolk County Tax Map as 500-485.00-01.00-001.000 as it relates to applications made by the upland owner of tax map number 500-496.00-02.000-008.077, on behalf of the Town of Islip as Owner, the form and content of which is subject to the approval of the Islip Town Attorney.

UPON A VOTE BEING TAKEN, the result was _____.

**MEMORANDUM FROM:
OFFICE OF THE TOWN ATTORNEY**

No. 45

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN JAMES P. O'CONNOR
COUNCILMAN JORGE C. GUADRÓN
COUNCILMAN JOHN M. LORENZO
COUNCILMAN MICHAEL MCELWEE, JR.

FROM: MICHAEL P. WALSH, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Islip Town Clerk to advertise for a Public Hearing to amend the Islip Town Code that provides up to a twelve (12) month moratorium on Battery Energy Storage Systems.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON JANUARY 23, 2024 AT 2:00PM.

SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

Michael P. Walsh, Esq.

IF YOU HAVE ANY COMMENTS, PLEASE ADVISE AS SOON AS POSSIBLE.

enclosure:

cc: LINDA D. VAVRICKA, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS**

INSTRUCTIONS: All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

PURPOSE: Describe the essence of the attached resolution and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.

Authorizes the Islip Town Clerk to advertise for a Public Hearing to amend the Islip Town Code that provides up to a twelve (12) month moratorium on Battery Energy Storage Systems

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Town of Islip
 2. Site or location effected by resolution: Townwide
 3. Cost: \$0
 4. Budget Line: not applicable
 5. Amount and source of outside funding: not applicable
-

ENVIRONMENTAL IMPACT: What type of action is being authorized by this resolution?

- Type 1 action under 6 NYCRR, Section 617.4(b), number _____. Full EAF required.
- Type 2 action under 6 NYCRR, Section 617.5(c), number 36. SEQR review complete.
- Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-

Signature of Commissioner/Department Head Sponsor

Date

January 23, 2024
Resolution No. 45

WHEREAS, by this Resolution the Islip Town Board seeks to authorize the Town Clerk to advertise for a public hearing to consider amending an ordinance creating a temporary moratorium on the issuance and further processing of permits and approval(s) for Battery Energy Storage Systems (“BESS”) within the Town of Islip; and

WHEREAS, the Town of Islip recognizes that BESS are key components to the viability and promotion of renewable and “green” energy sources, and in recognition of those renewable energy sources, it adopted Islip Town Code Section 68-456 promoting the issuance of permits and/or approvals for BESS power systems within the Town of Islip; and

WHEREAS, since the adoption of the aforementioned code, concern has been raised regarding safety of BESS, specifically the potential for BESS systems to over-heat, ignite and catch fire, the lack of firemanic technology in extinguishing said fires, and the threat posed to the health, safety and welfare of the public-- including the impact upon the environment, ground water, air quality, public roadways and public transportation and infrastructure as well as the potential for mass evacuation in the event of a BESS fire or other BESS emergency; and

WHEREAS, additional data, studies, and review are needed with regard to the safety and risks posed by BESS to ensure that local fire departments, police departments, ambulance districts Hazardous Materials Response personnel, including the Office of Fire Prevention and the Town’s Department of Public Safety Enforcement, have the requisite technology, equipment, training, and skills necessary to address any potential hazards created by BESS;

WHEREAS, the Town has been vested with substantial powers, rights and functions to regulate the practice, conduct or use of property within the Town for the purposes of maintaining health, safety and welfare of the Town and its residents; and

WHEREAS, the Town Board hereby determines that it is in the best interests of the residents, first responders, local businesses, and BESS applicants to create a moratorium in order to effectively research, analyze, and determine the efficacy of any Code revisions necessary to properly address the aforementioned concerns raised by the BESS power systems;

NOW, THEREFORE, on motion of Councilperson _____, seconded by Councilperson _____, be it

RESOLVED, the Town Board hereby authorizes the Town Clerk to advertise for a public hearing to consider amending an ordinance to create a temporary moratorium on the issuance and for further processing of permits and approval(s) for Batter Energy Storage Systems within the Town of Islip; and be it further

RESOLVED, that the Office of the Town Attorney, shall prepare an initial report to the Town Board outlining safety issues and potential solutions to those safety issues; and be it further

RESOLVED, that the following Departments shall provide any and all assistance requested by the Office of the Town Attorney in preparing said report: Department of Public Safety Enforcement, Department of Planning and Development, the Hazardous Materials Response Team, Office of Emergency Management, Department of Environmental Control, Department of Public Works and Department of Parks Recreation and Cultural Affairs; and be it further

RESOLVED, that the Comptroller be and hereby is authorized to take all steps and transfer any and all funds necessary and appropriate to meet the financial obligation of this resolution.

Upon a vote being taken, the result was

PUBLIC NOTICE

NOTICE IS HEREBY GIVEN that the Town Board of the Town of Islip will hold a Public Hearing on Tuesday, February 13, 2024 at 2:00 p.m., to consider amending the Islip Town Code Chapter 68, Section 68-456, entitled, “Battery Energy Storage Systems.” A copy of the draft amendment to the ordinance is available upon request from the Office of the Islip Town Clerk, located at 655 Main Street, Islip, NY 11751. Public comment can be made at the Town Board meeting on February 13, 2024, or by providing written comment prior to the date of the public hearing to the Islip Town Clerk at townclerk@islipny.gov.