

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

No. 1

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN
COUNCILMAN JAMES P. O'CONNOR

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Meeting of the Town of Islip Industrial Development Agency.

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:

John Walser

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

enclosure:

cc: OLGA H. MURRAY, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF



MEETING OF THE TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY

January 12, 2021

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 the meeting on **December 15, 2020**.
3. To consider the adoption of a Resolution approving the 2021 IDA Meeting Schedule of the Town of Islip Industrial Development Agency.
4. To consider the adoption of a Resolution Appointing Officers to the Town of Islip Industrial Development 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 *John Cochrane, Mary Kate Mullen 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 *Trish Bergin Weichbrodt, James O'Connor and Ron Meyer* 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 *John Cochrane, Mary Kate Mullen and Brad Hemingway* to that committee.
8. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development Agency 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 its 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** 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 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 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 a Resolution on behalf of the Town of Islip Industrial Development Agency to adopt a **Property Disposition Policy**.
14. To consider the adoption of a Resolution to Authorize an annual Agreement between the Town of Islip Industrial Development Agency and **(CGR) Center for Governmental Research, Inc.** of One South Washington Street, Suite 400, Rochester, New York.
15. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development Agency to enter into a contract with **William G. Mannix**. To provide consulting services at a rate of \$70.00 per hour, not to exceed \$10,000.
16. 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 \$5,000.
17. To consider the adoption of an Authorizing Resolution between the Town of Islip Industrial Development Agency and **100 Windsor Properties/AVCO Industries**. Located at 100 Windsor Place, Central Islip. (0500-0100-0200-081003).
18. To consider the adoption of a Resolution for a tenant consent to the subleasing between the Town of Islip Industrial Development Agency and **Paradise Lane Realty, LLC/Rubie's Costume Company 2012 Facility**. Located at 158 Candlewood Road, Bay Shore.
19. To consider the adoption of a Resolution to authorize awarding of grant funds to various businesses under the **Covid-19 Grant & Loan Program**.
20. To consider the adoption of a Resolution to enter into a contract with **JVC Broadcasting LI News Radio**. Located at 3075 Veterans Memorial Highway, #201, Ronkonkoma.
21. To consider any other business to come before the Agency.



MEETING OF THE TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY

Date: December 15, 2020

Meeting Minutes

1. Call the meeting of the Town of Islip Industrial Development Agency to order on a motion by Councilwoman Mary Kate Mullen and seconded by Councilwoman Trish Bergin Weichbrodt.
2. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development Agency to approve the **Minutes** from the meeting on **November 17, 2020**. On a motion by Councilwoman Trish Bergin Weichbrodt and seconded by Councilman John C. Cochrane Jr., motion approved 5-0.
3. To consider the adoption of an Inducement Resolution between the Town of Islip Industrial Development Agency and **100 Windsor Properties/AVCO Industries**. Located at 100 Windsor Place, Central Islip. (0500-0100-0200-081003). On a motion by Councilman James P. O'Connor and seconded by Councilman John C. Cochrane Jr., said motion approved 5-0.
4. To consider the adoption of an Authorizing Resolution between the Town of Islip Industrial Development Agency and **TREC Bay Shore**. (0500-39300-0300-021001). On a motion by Councilwoman Trish Bergin Weichbrodt and seconded by Councilwoman Mary Kate Mullen, said motion was approved 4-0. Councilman John C. Cochrane Jr. recused himself.
5. To consider the adoption of an Authorizing Resolution between the Town of Islip Industrial Development Agency and **Nassau Provisions Kosher Foods, Inc.** Located at 700 Furrows Road, Holtsville. (0500-06900-0300-001002). On a motion by Councilman John C. Cochrane Jr., and seconded by Councilwoman Trish Bergin Weichbrodt, said motion was approved 5-0.
6. To consider the adoption of an Authorizing Resolution between the Town of Islip Industrial Development Agency and **NAI Associates, LLC/North Atlantic Industries, Inc.** Located at 116 Wilbur Place, Bohemia. (0500-19100-0300-001002). On a motion by Councilwoman Trish Bergin Weichbrodt and seconded by Councilman John C. Cochrane Jr.
7. To consider the adoption of a Resolution between the Town of Islip Industrial Development Agency requesting a tenant consent for **267 Carleton, LLC/AV Carleton, LLC 2019 Facility**. Located at 267 Carleton Ave, Central Islip. (0500-20700-0100-004017). On a motion by Councilman James P. O'Connor and seconded by Councilwoman Mary Kate Mullen, said motion approved 5-0.
8. To consider the adoption of a Resolution to authorize awarding of grant funds to various businesses under the **Covid-19 Grant & Loan Program**. On a motion by Councilwoman Trish Bergin Weichbrodt and seconded by Councilman John C. Cochrane Jr., said motion approved 5-0.

9. To consider the adoption of a Resolution Authorizing Assignment and Assumption of 55 Paradise Lane Realty, LLC. Located at 40 Harold Court, Bay Shore. (0500-18100-0300-052007). On a motion by Councilwoman Mary Kate Mullen and seconded by Councilman James P. O'Connor, said motion was approved 5-0.
10. To consider the adoption of a Resolution Authorizing Assignment and Assumption of Paradise Lane Realty, LLC/Rubies Costumes, Inc. Facility. Located at 158 Candlewood Road, Bay Shore, (0500-18100-0200-043003). On a motion by Councilman John C. Cochrane Jr., and seconded by Councilwoman Trish Bergin Weichbrodt, said motion was approved 5-0.
11. To consider the adoption of a Resolution Authorizing Refinancing for the **50 Gilpin Corp./Above All Storefronts, Inc. Facility**. Located at 50 Gilpin Avenue, Hauppauge. (0500-03800-0200-017000). On a motion by Councilwoman Mary Kate Mullen and seconded by Councilman James P. O'Connor, said motion was approved 5-0.
12. To consider the adoption to Amend a Resolution Authorizing Assignment and Mortgage Financing for the **Cornerstone Hauppauge, LLC Facility**. Located at Motor Parkway & Joshua's Path, Hauppauge. (0500-05400-0100-006001, 007000, 008000, 009000, 011000 & 012000). On a motion by Councilwoman RTrish Bergin Weichbrodt and seconded by Councilman John C. Cochrane Jr., said motion was approved 5-0.
13. To consider **any other business** to come before the Agency. There being none the meeting of the Town of Islip Industrial Development Agency adjourned on a motion by Councilwoman Trish Bergin Weichbrodt and seconded by Councilman James P. O'Connor.

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 12, 2020**

AGENDA ITEM #3

**TYPE OF RESOLUTION: RESOLUTION TO APPROVE
THE 2021 MEETING SCHEDULE**

COMPANY: N/A

PROJECT LOCATION: N/A

**JOBS (RETAINED/CREATED): RETAINED - 00 -
CREATE - 00 -**

INVESTMENT: \$N/A

RESOLUTION OF THE TOWN OF ISLIP INDUSTRIAL
DEVELOPMENT AGENCY REGARDING THE
APPROVAL OF THE MEETING SCHEDULE FOR 2021.

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 2021; 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 2021 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 2021.

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 12th day of January 2021, 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 12th day of January 2021.

By: _____
Assistant Secretary



**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY &
ECONOMIC DEVELOPMENT CORPORATION
2021 Meeting Schedule**

*All meetings are held at 2pm in the Town Board Room, located on the 2nd floor of
655 Main Street, Islip, unless otherwise noted*

MEETING DATES

JANUARY 12, 2021

FEBRUARY 9, 2021

MARCH 9, 2021

APRIL 20, 2021 (5:30 P.M.)

MAY 18, 2021

JUNE 15, 2021

JULY 20, 2021

AUGUST 10, 2021

SEPTEMBER 14, 2021 5:30 P.M.

OCTOBER 19, 2021

NOVEMBER 4, 2021

NOVEMBER 16, 2021

DECEMBER 14, 2021

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 12, 2021**

AGENDA ITEM #4

TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION
OF A RESOLUTION **APPOINTING OFFICERS** TO THE
INDUSTRIAL DEVELOPMENT AGENCY

COMPANY: N/A

PROJECT LOCATION: N/A

JOBS (RETAINED/CREATED): RETAINED - 00 -
CREATE - 00 -

INVESTMENT: \$ N/A

Date: January 12, 2020

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 14th day of January, 2020, the following members of the Agency were:

Present:

Absent:

Recused:

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 Industrial Development Agency.

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 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 C. Cochrane, Secretary of the Agency, Trish Bergin Weichbrodt, Treasurer of the Agency, John G. Walser, Assistant Secretary of the Agency and 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.

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 12th day of January, 2021, 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 12th day of January,
2021.

By: _____
Assistant Secretary

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 12, 2021**

AGENDA ITEM #5

TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION
OF A RESOLUTION ON BEHALF OF THE TOWN OF
ISLIP IDA TO APPROVE AN **AUDIT COMMITTEE**

COMPANY: N/A

PROJECT LOCATION: N/A

JOBS (RETAINED/CREATED): RETAINED - 00 -
CREATE - 00 -

INVESTMENT: \$N/A

January 12, 2021

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

Now therefore on a motion by _____ and seconded by _____, be it approved

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:

Chairwoman Mary Kate Mullen

Member John Cochrane

Member Anne Danziger

Upon a vote being taken, the result was:

Date: January 12, 2021

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 12th day of January 2021, the following members of the Agency were:

Present:

Absent:

Recused:

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 2021.

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 JANUARY 12, 2021**

AGENDA ITEM #6

TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION
OF A RESOLUTION ON BEHALF OF THE TOWN OF ISLIP
IDA TO APPROVE A **FINANCE COMMITTEE**

COMPANY: N/A

PROJECT LOCATION: N/A

JOBS (RETAINED/CREATED): RETAINED - 00 -
CREATE - 00 -

INVESTMENT: \$N/A

January 12, 2021

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 _____, seconded by _____ be it approved

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:

Chairwoman Trish Bergin Weichbrodt

Member James P. O’Connor

Member, Ron Meyer

Upon a vote being taken, the result was:

TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 12, 2021

AGENDA ITEM #7

TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION
OF A RESOLUTION TO APPROVE A **GOVERNANCE
COMMITTEE**

COMPANY: N/A

PROJECT LOCATION: N/A

JOBS (RETAINED/CREATED): RETAINED - 00 -
CREATE - 00 -

INVESTMENT: \$N/A

January 12, 2020

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

Now therefore on a motion by _____, seconded by _____ be it;

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, John C. Cochrane Jr.

Member, Mary Kate Mullen

Member, Brad Hemingway

Upon a vote being taken, the result was:

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 12, 2021**

AGENDA ITEM #8

TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION
OF A RESOLUTION ON BEHALF OF THE TOWN OF ISLIP
IDA TO APPROVE A **CODE OF ETHICS POLICY**

COMPANY: N/A

PROJECT LOCATION: N/A

JOBS (RETAINED/CREATED): RETAINED - 00 -
CREATE - 00 -

INVESTMENT: \$N/A

January 12, 2021

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**.

Now, therefore on a motion by _____ seconded by _____

Be it approved

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

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 12, 2021**

AGENDA ITEM #9

**TYPE OF RESOLUTION: RESOLUTION TO APPROVE AN
INVESTMENT POLICY**

COMPANY: N/A

PROJECT LOCATION: N/A

**JOBS (RETAINED/CREATED): RETAINED - 00 -
CREATE - 00 -**

INVESTMENT: \$N/A

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.

January 12, 2021

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.

Now, therefore on a motion by _____, seconded by _____,

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 was:

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 12, 2021**

AGENDA ITEM #10

TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION
OF A RESOLUTION ON BEHALF OF THE TOWN OF ISLIP
IDA TO APPROVE A **PROCUREMENT POLICY**

COMPANY: N/A

PROJECT LOCATION: N/A

JOBS (RETAINED/CREATED): RETAINED - 00 -
CREATE - 00 -

INVESTMENT: \$N/A

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 AAgency@) 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 APolicy@) 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 year's 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.

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.

This Policy was duly adopted by the IDA Board of Directors on January 15, 2019.

January 12, 2021

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

Now, therefore on a motion by _____, seconded by _____, be it:

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 JANUARY 12, 2021**

AGENDA ITEM #11

TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION
OF A RESOLUTION ON BEHALF OF THE TOWN OF ISLIP
IDA TO APPROVE A **CONFLICT OF INTEREST POLICY**

COMPANY: N/A

PROJECT LOCATION: N/A

JOBS (RETAINED/CREATED): RETAINED - 00 -
CREATE - 00 -

INVESTMENT: \$N/A

Date: January 12, 2021

At a meeting of the Town of Islip Industrial Development Agency held at Islip Town Hall, 655 Main Street, Islip, New York on the 12th day of January 2021, the following members of the Agency were:

Present:

Absent:

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 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

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.

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 12th day of January, 2021, 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 12th day of January, 2021.

By: _____
Assistant Secretary

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.

Adopted January 12, 2021

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 12, 2021**

AGENDA ITEM #12

**TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION
OF A RESOLUTION ON BEHALF OF THE TOWN OF ISLIP
IDA TO APPROVE A TRAVEL AUTHORIZATION AND
MILEAGE REIMBURSEMENT GUIDELINE**

COMPANY: N/A

PROJECT LOCATION: N/A

**JOBS (RETAINED/CREATED): RETAINED - 00 -
CREATE - 00 -**

INVESTMENT: \$N/A

January 12, 2021

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 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

NOW THEREFORE, on motion of

Seconded by

be it approved

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 JANUARY 12, 2021

AGENDA ITEM #13

TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION
OF A RESOLUTION APPROVING A **PROPERTY**
DISPOSITION POLICY ON BEHALF OF THE TOWN OF
ISLIP IDA

COMPANY: N/A

PROJECT LOCATION: N/A

JOBS (RETAINED/CREATED): RETAINED - 00 -
CREATE - 00 -

INVESTMENT: \$N/A

Date: January 12, 2021

At a meeting of the Town of Islip Industrial Development Agency (the "Agency"), held at 40 Nassau Avenue, Islip, New York on the 14th day of January 12, 2021, the following members of the Agency were:

Present:

Absent:

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

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.

[illegible]

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 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 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 12th day of January, 2021.

By: _____
Assistant Secretary

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 12, 2021

TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 12, 2021

AGENDA ITEM #14

TYPE OF RESOLUTION: RESOLUTION TO AUTHORIZE

COMPANY: CENTER FOR GOVERNMENTAL RESEARCH, INC.
(CGR)

PROJECT LOCATION: N/A

JOBS (RETAINED/CREATED): RETAINED - -
CREATE - -

INVESTMENT: \$N/A

January 12, 2021

WHEREAS, the Town of Islip Industrial Development Agency (IDA) is required by NYS Law to conduct a cost benefit analysis for all proposed IDA projects, and

WHEREAS, the Center for Governmental Research (CGR) has developed a web based economic impact modeling tool known as INFORM ANALYTICS that can be used for cost benefit analysis purposes, and

WHEREAS, INFORM ANALYTICS requires web hosting and ongoing maintenance including regular updates to the baseline parameters, and

WHEREAS, CGR is willing to provide hosting and maintenance services to the Town of Islip IDA;

NOW, THEREFORE, on a motion of _____, seconded by _____; be it

RESOLVED, that the Chairperson of the Agency, or her designee, is hereby authorized to enter into a contract with the Center for Governmental Research to host and maintain the economic impact model known as INFORM ANALYTICS, allowing it to be continuously available to the Town of Islip IDA for the duration of the contract.

UPON a vote taken the result was

HOSTING AND MAINTENANCE AGREEMENT - InformAnalytics

This Agreement is made effective as of _____, by and between CGR (Center for Governmental Research Inc.), of One South Washington Street, Suite 400, Rochester, NY 14614 and Town of Islip IDA, 40 Nassau Avenue, Islip, NY 11751.

In this Agreement, the party who is contracting to receive services shall be referred to as "Town of Islip IDA", and the party who will be providing the services shall be referred to as "CGR."

Whereas CGR has developed an economic impact modeling software tool that requires web hosting and ongoing maintenance, including updates to the baseline data parameters, and

Whereas CGR is willing to provide hosting and maintenance services to Town of Islip IDA,

Therefore, CGR proposes the following agreement with Town of Islip IDA to facilitate the use, web hosting and maintenance of InformAnalytics:

Section 1. DESCRIPTION OF SERVICES

Between January 1, 2021 and December 31, 2021, CGR will provide the following services (collectively, the "Services"):

CGR will host InformAnalytics on CGR data servers allowing the model to be continuously available to Town of Islip IDA for the duration of the agreement. CGR will update the economic impact software with the most current/relevant data parameters once during the duration of the agreement.

CGR will provide technical assistance on the software and/or answer questions related to the software application for up to, but not to exceed, 2 hours of staff time for the duration of the agreement. Additional support will be billed at current CGR hourly rates.

Section 2. PAYMENT

Town of Islip IDA will pay CGR \$1,750 (One Thousand Seven Hundred Fifty Dollars) for the contract year for services described in section 1.

Section 3. PAYMENT TERMS

CGR payment terms are net 10 days after the agreement is signed.

Section 4. NOTICES

All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid addressed as follows:

If for CGR:

Erika Rosenberg
President and CEO
One South Washington Street, Suite 400
Rochester, NY 14614

If for Town of Islip IDA:

Mr. John G. Walser
Executive Director
40 Nassau Avenue
Islip, NY 11751

Such addresses may be changed from time to time by either party by providing written notice to the other in the manner set forth above.

Section 5. ENTIRE AGREEMENT

This Agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or written.

This Agreement supersedes any prior written or oral agreements between the parties.

Section 6. AMENDMENT

This Agreement may be modified or amended if the amendment is made in writing and is signed by both parties.

Section 7. SEVERABILITY

If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court

finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

Section 8. WAIVER OF CONTRACTUAL RIGHT

The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

Section 9. APPLICABLE LAW

This Agreement shall be governed by the laws of the State of New York.

Party Providing Services

CGR

Erika Rosenberg
President and CEO

Date

Party Receiving Services

Town of Islip IDA

Mr. John G. Walser
Executive Director

Date



**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 12, 2021**

AGENDA ITEM #15

TYPE OF RESOLUTION: RESOLUTION TO APPROVE A
CONSULTING AGREEMENT

COMPANY: N/A

PROJECT LOCATION: N/A

JOBS (RETAINED/CREATED): RETAINED - 00 -
CREATE - 00 -

INVESTMENT: \$N/A

**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 is a new item presented before the Board. It is to approve consulting services from William G. Mannix to the Town of Islip IDA & EDC.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: William G. Mannix
 2. Site or location effected by resolution: 40 Nassau Ave, Islip
 3. Cost: \$70.00 per hour not to exceed \$10,000.00 annually
 4. Budget Line: YD6410.4-5000
 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 _____. 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

1/6/21

January 12, 2021

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, the Agency routinely enters into a consulting service agreement with companies to encourage their relocation and /or expansion within the Town; and,

Whereas, those service agreements require the Agency to collect approximately \$18 Million annually from contracted companies and disburse those sums to the affected taxing jurisdictions; and

Whereas, the New York State Office of State Comptroller and New York State Authority Budget Office both require annual reporting of the above mentioned activity, along with other detailed financial and management practices; and

Whereas, the Agency is desirous of contracting the responsibility of certain consulting service improvements to an outside contractor; now therefore on a motion of Seconded by be it

Resolved, that the Chairwoman is authorized to enter into a contract with **William G. Mannix** for the period of December 31, 2021 until the completion of the task, which is to provide consulting services for the maintenance of an updated and improved IDA Assessment Roll and Pilot billing system, including training the Town of Islip staff.

Resolved, the compensation for said contract will be set at \$70 an hour and be limited to \$10,000.

Upon a vote being taken, the result was:

**AGREEMENT BETWEEN TOWN OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY
AND William G. Mannix**

THIS AGREEMENT, entered into the 12th day of January 2021, 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 **William G. Mannix**, 16 High Street, Sayville, New York.

WHEREAS, by a resolution duly adopted on January 12, 2021 (attached hereto), the Chairman of the AGENCY is authorized to enter into this Agreement with **William G. Mannix**;

WHEREAS, the term of this Agreement shall be for the period of December 31, 2021 until completion;

WHEREAS, **William G. Mannix** agrees to perform the following tasks during the term of the Agreement;

- (1) Provide consulting services

WHEREAS, the AGENCY agrees to compensate William G. Mannix in the amount of \$70 per hour, not to exceed \$10,000.00 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 **William G. Mannix** have executed this Agreement as of the date of the year first written.

William G. Mannix

By: William G. Mannix

TOWN OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY

By: Angie M. Carpenter
Chairwoman

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 12, 2021**

AGENDA ITEM #15

**TYPE OF RESOLUTION: RESOLUTION TO APPROVE A
CONSULTING AGREEMENT**

COMPANY: N/A

PROJECT LOCATION: N/A

**JOBS (RETAINED/CREATED): RETAINED - 00 -
CREATE - 00 -**

INVESTMENT: \$N/A

**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.

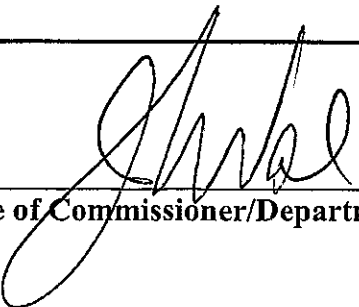
This is a new item presented before the Board. It is to approve consulting services from William G. Mannix to the Town of Islip IDA & EDC.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: William G. Mannix
 2. Site or location effected by resolution: 40 Nassau Ave, Islip
 3. Cost: \$70.00 per hour not to exceed \$10,000.00 annually
 4. Budget Line: YD6410.4-5000
 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 _____. 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

1/6/21

January 12, 2021

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, the Agency routinely enters into a consulting service agreement with companies to encourage their relocation and /or expansion within the Town; and,

Whereas, those service agreements require the Agency to collect approximately \$18 Million annually from contracted companies and disburse those sums to the affected taxing jurisdictions; and

Whereas, the New York State Office of State Comptroller and New York State Authority Budget Office both require annual reporting of the above mentioned activity, along with other detailed financial and management practices; and

Whereas, the Agency is desirous of contracting the responsibility of certain consulting service improvements to an outside contractor; now therefore on a motion of Seconded by be it

Resolved, that the Chairwoman is authorized to enter into a contract with **William G. Mannix** for the period of December 31, 2021 until the completion of the task, which is to provide consulting services for the maintenance of an updated and improved IDA Assessment Roll and Pilot billing system, including training the Town of Islip staff.

Resolved, the compensation for said contract will be set at \$70 an hour and be limited to \$10,000.

Upon a vote being taken, the result was:

**AGREEMENT BETWEEN TOWN OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY
AND William G. Mannix**

THIS AGREEMENT, entered into the 12th day of January 2021, 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 **William G. Mannix**, 16 High Street, Sayville, New York.

WHEREAS, by a resolution duly adopted on January 12, 2021 (attached hereto), the Chairman of the AGENCY is authorized to enter into this Agreement with **William G. Mannix**;

WHEREAS, the term of this Agreement shall be for the period of December 31, 2021 until completion;

WHEREAS, **William G. Mannix** agrees to perform the following tasks during the term of the Agreement;

- (1) Provide consulting services

WHEREAS, the AGENCY agrees to compensate William G. Mannix in the amount of \$70 per hour, not to exceed \$10,000.00 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 **William G. Mannix** have executed this Agreement as of the date of the year first written.

William G. Mannix

By: _____
William G. Mannix

TOWN OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY

By: _____
Angie M. Carpenter
Chairwoman

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 12, 2021**

AGENDA ITEM #16

**TYPE OF RESOLUTION: RESOLUTION TO APPROVE A
PROGRAMMING SERVICE AGREEMENT**

COMPANY: N/A

PROJECT LOCATION: N/A

**JOBS (RETAINED/CREATED): RETAINED - 00 -
CREATE - 00 -**

INVESTMENT: \$N/A

**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 item has been approved before the Board before from 2013 to present. To provide computer programming services to the IDA & EDC

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Mike Siniski
 2. Site or location effected by resolution: 40 Nassau Ave, Islip
 3. Cost: \$65.00 per hour not to exceed \$5,000.00 annually
 4. Budget Line: YD6410.4-5000
 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 _____. SEQOR 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

1/6/21

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

THIS AGREEMENT, entered into the 12th day of January 2021, 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 14, 2021 (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, 2021 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.

Mike Siniski

By: _____
Mike Siniski

TOWN OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY

By: _____
Angie M. Carpenter
Chairwoman

January 12, 2021

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, the Agency routinely enters into Payment In Lieu of Taxes (PILOT) agreements with companies to encourage their relocation and /or expansion within the Town; and,

Whereas, those PILOT agreements require the Agency to collect approximately \$18 Million annually from contracted companies and disburse those sums to the affected taxing jurisdictions; and

Whereas, the New York State Office of State Comptroller and New York State Authority Budget Office both require annual reporting of the above mentioned activity, along with other detailed financial and management practices; and

Whereas, the Agency is desirous of contracting the responsibility of certain Information Technology improvements to an outside contractor; now therefore on a motion of
Seconded by be it approved

Resolved, that the Chairman is authorized to enter into a contract with **Mike Siniski** for the period of January 14, 2022 until the completion of the task, which is to provide computer programming services for the maintenance of an updated and improved IDA Assessment Roll and Pilot billing system, including training the Town of Islip staff.

Resolved, the compensation for said contract will be set at \$65 an hour and be limited to \$5,000.

Upon a vote being taken, the result was:

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 12, 2021**

AGENDA ITEM #17

TYPE OF RESOLUTION: AUTHORIZING RESOLUTION

COMPANY: 100 WINDSOR PROPERTIES/AVCO INDUSTRIES

PROJECT LOCATION: 100 WINDSOR PLACE, CENTRAL ISLIP

**JOBS (RETAINED/CREATED): RETAINED - 00 -
CREATE - 50 -**

INVESTMENT: \$4,500,000.00

Date: January 12, 2021

At a meeting of the Town of Islip Industrial Development Agency (the “Agency”), held via Live-Stream at <http://islipida.com/business-assistance/ida/ida-documents-2/96-ida-videos/ida-board-meetings/335-ida-board-meeting-01-12-2021.html>, on 12th day of January, 2021, the following members of the Agency were:

Present:

Absent:

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 acquisition of a leasehold interest to a certain industrial development facility more particularly described below (100 Windsor Properties LLC/Avco Industries Inc. 2021 Facility).

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 INDUSTRIAL DEVELOPMENT AGENCY TAKING OFFICIAL ACTION TOWARD APPOINTING 100 WINDSOR PROPERTIES LLC, A NEW YORK LIMITED LIABILITY COMPANY, ON BEHALF OF ITSELF AND/OR THE PRINCIPALS OF 100 WINDSOR PROPERTIES LLC AND/OR AN ENTITY FORMED OR TO BE FORMED ON BEHALF OF ANY OF THE FOREGOING AND AVCO INDUSTRIES INC., A NEW YORK BUSINESS CORPORATION ON BEHALF OF ITSELF AND/OR THE PRINCIPALS OF AVCO INDUSTRIES INC. AND/OR AN ENTITY FORMED OR TO BE FORMED ON BEHALF OF ANY OF THE FOREGOING, AS AGENT(S) OF THE AGENCY FOR THE PURPOSE OF ACQUIRING, RENOVATING, CONSTRUCTING AND EQUIPPING THE FACILITY 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 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 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, 100 Windsor Properties LLC, a limited liability company organized and existing under the laws of the State of New York, on behalf of itself and/or the principals of 100 Windsor Properties LLC and/or an entity formed or to be formed on behalf of any of the foregoing (collectively, the "**Company**") and Avco Industries Inc., a business corporation organized and existing under the laws of the State of New York, on behalf of itself and/or the principals of Avco Industries Inc. and/or an entity formed or to be formed on behalf of any of the foregoing (collectively, the "**Sublessee**"), have 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 3.22 acre parcel of land located at 100 Windsor Place, Central Islip, New York (the "**Land**"), (i) the renovation of an existing approximately 8,000 square foot building located thereon (the "**Existing Building**"), and (ii) the construction of an approximately 40,000 square foot addition to the Existing Building to be located on the Land (the "**Addition**"; and, together with the Existing Building, the "**Improvements**"), and the acquisition and installation therein of certain equipment and personal property, not part of the Equipment (as such term is defined herein) (the "**Facility Equipment**"; and together with the Land and the Improvements, the "**Company Facility**"), which Company Facility is to be leased by the Agency to the Company and the Company Facility will be subleased by the Company to the Sublessee; and (b) the acquisition and installation of certain equipment and personal property (the "**Equipment**"; and together with

the Company Facility, the "**Facility**"), which Equipment is to be leased by the Agency to the Sublessee and which Facility is to be used by the Sublessee for warehousing and distribution in its business of branding and printing paper and corrugated products and takeout paper products (the "**Project**"); and

WHEREAS, the Agency, by resolution duly adopted on December 15, 2020 (the "**Inducement Resolution**"), decided to proceed under the provisions of the Act; and

WHEREAS, the Agency will acquire a leasehold interest in the Land and the Improvements and title to the Facility Equipment and the Equipment, and will sublease and lease the Company Facility to the Company for further sublease to the Sublessee, and will lease the Equipment to the Sublessee; and

WHEREAS, the Agency will acquire a leasehold interest in the Land and the Improvements pursuant to a certain Company Lease Agreement, dated as of January 1, 2021, or such other date as the Chairman or the Executive Director of the Agency and counsel to the Agency shall agree (the "**Company Lease**"), by and between the Company and the Agency; and

WHEREAS, the Agency will acquire title to the Facility Equipment pursuant to a certain Bill of Sale, dated the Closing Date (as defined in the hereinafter defined Lease Agreement) (the "**Bill of Sale**"), from the Company to the Agency; and

WHEREAS, the Agency will sublease and lease the Company Facility to the Company pursuant to a certain Lease and Project Agreement, dated as of January 1, 2021 or such other date as the Chairman or Executive Director of the Agency and counsel to the Agency shall agree (the "**Lease Agreement**"), by and between the Agency and the Company; and

WHEREAS, the Agency will acquire title to the Equipment pursuant to a certain Equipment Bill of Sale, dated the Closing Date (as defined in the hereinafter defined Lease Agreement) (the "**Equipment Bill of Sale**"), from the Sublessee to the Agency; and

WHEREAS, the Agency will lease the Equipment to the Sublessee pursuant to a certain Equipment Lease Agreement, dated as of January 1, 2021 or such other date as the Chairman or Executive Director of the Agency and counsel to the Agency shall agree (the "**Equipment Lease Agreement**"), by and between the Agency and the Sublessee; and

WHEREAS, the Sublessee and the Agency will enter into a certain Agency Compliance Agreement, dated as of January 1, 2021, or such other date as may be determined by the Chairman or Executive Director of the Agency and counsel to the Agency (the "**Agency Compliance Agreement**"), whereby the Sublessee will provide certain assurances to the Agency with respect to the Facility; and

WHEREAS, as security for a Loan or Loans (as such term is defined in the Lease Agreement), the Agency and the Company will execute and deliver to a lender or lenders not yet determined (collectively, the "**Lender**"), a mortgage or mortgages, and such other loan

documents satisfactory to the Agency, upon advice of counsel, in both form and substance, as may be reasonably required by the Lender, to be dated a date to be determined, in connection with the financing, any refinancing or permanent financing of the costs of the acquisition, renovation, construction and equipping of the Facility (collectively, the "Loan Documents"); and

WHEREAS, the Agency contemplates that it will provide financial assistance to the Company and the Sublessee in the form of (i) exemptions from mortgage recording taxes for one or more mortgages securing an amount presently estimated to be \$3,375,000 but not to exceed \$4,000,000, corresponding to mortgage recording tax exemptions presently estimated to be \$25,312.50, but not to exceed \$30,200.00, in connection with the financing of the acquisition, renovation, construction and equipping of the Facility and any future financing, refinancing or permanent financing of the costs of acquiring, renovating, constructing and equipping of the Facility (ii) exemptions from sales and use taxes in an approximate amount not to exceed \$103,500, in connection with the purchase or lease of equipment, building materials, services or other personal property with respect to the Facility, and (iii) abatement of real property taxes (as set forth in the PILOT Schedule attached as Exhibit A hereof); and

WHEREAS, the Agency has given due consideration to the application of the Company and the Sublessee and to representations by the Company and the Sublessee that the proposed transaction is necessary to maintain the competitive position of the Company and the Sublessee in their respective industries; and

WHEREAS, the Company and the Sublessee have 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 for further sublease by the Company to the Sublessee.

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) The Facility constitutes a "project", as such term is defined in the Act; and

(c) The Facility preserves the public purposes of the Act by preserving or increasing the number of permanent private sector jobs in the Town of Islip. The Company and the Sublessee have represented to the Agency that they intend to create approximately fifty (50) new full-time employees within the second year after completion of the Facility; and

(d) The acquisition, renovation, construction and equipping of the Facility, the leasing of the Company Facility to the Company for further subleasing to the Sublessee, and the leasing of the Equipment to the Sublessee, will promote and maintain the job

opportunities, health, general prosperity and economic welfare of the citizens of Town of Islip, and the State of New York and improve their standard of living and thereby serve the public purposes of the Act; and

(e) The acquisition, renovation, construction and equipping of the Facility by the Agency is reasonably necessary to induce the Company and the Sublessee to maintain and expand their respective business operations in the Town of Islip; and

(f) Based upon representations of the Company and the Sublessee and counsel to the Company and the Sublessee, the Facility conforms with the local zoning laws and planning regulations of the Town of Islip and all regional and local land use plans for the area in which the Facility is located; and

(g) It is desirable and in the public interest for the Agency to sublease the Land and the Improvements and to lease the Facility Equipment to the Company and to lease the Equipment to the Sublessee; and

(h) The Company Lease will be an effective instrument whereby the Agency leases the Land and the Improvements from the Company; and

(i) The Lease Agreement will be an effective instrument whereby the Agency leases and subleases the Company Facility to the Company, the Agency and the Company set forth the terms and conditions of their agreement regarding payments-in-lieu of taxes, the Company agrees to comply with all Environmental Laws (as defined therein) applicable to the Facility and will describe the circumstances in which the Agreement may recapture some or all of the benefits granted to the Company; and

(j) The Equipment Lease Agreement will be an effective instrument whereby the Agency leases the Equipment to the Sublessee; and

(k) The Agency Compliance Agreement will be an effective instrument whereby the Sublessee will provide certain assurances to the Agency with respect to the Facility; and

(l) The Loan Documents to which the Agency is a party will be effective instruments whereby the Agency and the Company agree to secure the loan made to the Company by the Lender.

Section 2. The Agency has assessed all material information included in connection with the Company's and the Sublessee's application for financial assistance, including but not limited to, the cost-benefit analysis prepared by the Agency and such information has provided the Agency a reasonable basis for its decision to provide the financial assistance described herein to the Company and the Sublessee.

Section 3. In consequence of the foregoing, the Agency hereby determines to: (i) lease the Land and the Improvements from the Company pursuant to the Company Lease, (ii) execute, deliver and perform the Company Lease, (iii) sublease and lease the Company Facility to the Company pursuant to the Lease Agreement, (iv) execute, deliver and perform the Lease Agreement, (v) lease the Equipment to the Sublessee pursuant to the Equipment

Lease Agreement, (vi) execute, deliver and perform the Equipment Lease Agreement, (vii) execute and deliver the Agency Compliance Agreement, (viii) grant a mortgage on and security interests in and to the Facility pursuant to the Loan Documents, and (ix) execute and deliver the Loan Documents to which the Agency is a party.

Section 4. The Agency is hereby authorized to acquire the real property and personal property described in Exhibit A and Exhibit B, respectively, to the Lease Agreement, and the personal property described in Exhibit A to the Equipment Lease Agreement, and to do all things necessary or appropriate for the accomplishment thereof, and all acts heretofore taken by the Agency with respect to such acquisition are hereby approved, ratified and confirmed.

Section 5. The Agency is hereby authorized to execute and deliver the Loan Documents in connection with the financing of the costs of acquiring, renovating, constructing and equipping the Facility and any future Loan Documents in connection with any future refinancing or permanent financing of such costs of acquiring, renovating, constructing and equipping of the Facility without the need for any further or future approvals of the Agency.

Section 6. The Agency hereby authorizes and approves the following economic benefits to be granted to the Company and the Sublessee in connection with the acquisition, renovation, construction and equipping of the Facility in the form of (i) exemptions from mortgage recording taxes for one or more mortgages securing an amount presently estimated to be \$3,375,000 but not to exceed \$4,000,000, corresponding to mortgage recording tax exemptions presently estimated to be \$25,312.50, but not to exceed \$30,200.00, in connection with the financing of the acquisition, renovation, construction and equipping of the Facility and any future financing, refinancing or permanent financing of the costs of acquiring, renovating, constructing and equipping of the Facility (ii) exemptions from sales and use taxes in an approximate amount not to exceed \$103,500, in connection with the purchase or lease of equipment, building materials, services or other personal property with respect to the Facility, and (iii) abatement of real property taxes (as set forth in the PILOT Schedule attached as Exhibit A hereof).

Section 7. Subject to the provisions of this resolution, the Company and the Sublessee are herewith and hereby appointed the agents of the Agency to acquire, renovate, construct and equip the Facility. The Company and the Sublessee are hereby empowered to delegate their respective status as agents of the Agency to their respective agents, subagents, contractors, subcontractors, materialmen, suppliers, vendors and such other parties as the Company and the Sublessee may choose in order to acquire, renovate, construct and equip the Facility. The Agency hereby appoints the agents, subagents, contractors, subcontractors, materialmen, vendors and suppliers of the Company and the Sublessee as agents of the Agency solely for purposes of making sales or leases of goods, services and supplies to the Facility, and any such transaction between any agent, subagent, contractor, subcontractor, materialmen, vendor or supplier, and the Company and the Sublessee, as agents of the Agency, shall be deemed to be on behalf of the Agency and for the benefit of the Facility. This agency appointment expressly excludes the purchase by the Company or the Sublessee of any motor vehicles, including any cars, trucks, vans or buses which are licensed by the

Department of Motor Vehicles for use on public highways or streets. The Company and the Sublessee shall indemnify the Agency with respect to any transaction of any kind between and among the agents, subagents, contractors, subcontractors, materialmen, vendors and/or suppliers and the Company and the Sublessee, as agents of the Agency. The aforesaid appointment of the Company and the Sublessee as agents of the Agency to acquire, renovate, construct and equip the Facility shall expire at the earlier of (a) the completion of such activities and improvements, (b) a date which the Agency designates, or (c) the date on which the Company and the Sublessee have received exemptions from sales and use taxes in an amount not to exceed \$103,500, in connection with the purchase or lease of equipment, building materials, services or other personal property; provided however, such appointment may be extended at the discretion of the Agency, upon the written request of the Company and/or the Sublessee, if such activities and improvements are not completed by such time. The aforesaid appointment of the Company and the Sublessee is subject to the execution of the documents contemplated by this resolution.

Section 8. The Company and the Sublessee are hereby notified that they will be required to comply with Section 875 of the Act. The Company and the Sublessee shall be required to agree to the terms of Section 875 pursuant to the Lease Agreement and the Agency Compliance Agreement. The Company and the Sublessee are further notified that the tax exemptions and abatements provided pursuant to the Act and the appointment of the Company and the Sublessee, as agents of the Agency pursuant to this Authorizing 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 and the Agency Compliance Agreement.

Section 9. The form and substance of the Company Lease, the Lease Agreement, the Equipment Lease Agreement, the Agency Compliance Agreement, and the Loan Documents to which the Agency is a party (each in substantially the forms presented to or approved by the Agency and which, prior to the execution and delivery thereof, may be redated and renamed) are hereby approved

Section 10. The Chairman, Vice Chairman, Executive Director, or any member of the Agency are hereby authorized, on behalf of the Agency, to execute and deliver the Company Lease, the Lease Agreement, the Equipment Lease Agreement, the Agency Compliance Agreement, and the Loan Documents to which the Agency is a party, all in substantially the forms thereof presented to this meeting with such changes, variations, omissions and insertions as the Chairman, Vice Chairman, Executive Director or any member of the Agency shall approve, and such other related documents as may be, in the judgment of the Chairman and counsel to the Agency, necessary or appropriate to effect the transactions contemplated by this resolution (hereinafter collectively called the "**Agency Documents**"). The execution thereof by the Chairman, Vice Chairman, Executive Director, Deputy Executive Director or any member of the Agency shall constitute conclusive evidence of such approval.

Section 11. The Chairman, Vice Chairman, Executive Director, Deputy Executive Director or any member of the Agency are further hereby authorized, on behalf of the

Agency, to designate any additional Authorized Representatives of the Agency (as defined in and pursuant to the Lease Agreement).

Section 12. The officers, employees and agents of the Agency are hereby authorized and directed for and in the name and on behalf of the Agency to do all acts and things required or provided for by the provisions of the Agency Documents, and to execute and deliver all such additional certificates, instruments and documents, pay all such fees, charges and expenses and to do all such further acts and things as may be necessary or, in the opinion of the officer, employee or agent acting, desirable and proper to effect the purposes of the foregoing resolution and to cause compliance by the Agency with all of the terms, covenants and provisions of the Agency Documents binding upon the Agency.

Section 13. 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 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 12th day of January, 2021, 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.

That the Agency Documents contained in this transcript of proceedings are each in substantially the form presented to the Agency and/or approved by said meeting.

I FURTHER CERTIFY that, due to the Novel Coronavirus (COVID-19) Emergency State and Federal bans on large meetings or gatherings and pursuant to Governor Cuomo's Executive Order 202.1 issued on March 12, 2020, as amended and extended to date, permitting local governments to hold public hearings by telephone and video conference and/or similar device, the Agency's Board Meeting on January 12, 2021 (the "**Board Meeting**"), was held electronically via Live-Stream instead of a public meeting open for the public to attend in person. Members of the public were advised, via the Agency's website, to listen to the Board Meeting by going to <http://islipida.com/business-assistance/ida/ida-documents-2/96-ida-videos/ida-board-meetings/335-ida-board-meeting-01-12-2021.html>, and were further advised that the Minutes of the Board Meeting would be transcribed and posted on the Agency's website, and that all members of said Agency had due notice of said meeting and that the meeting was in all respects duly held.

IN WITNESS WHEREOF, I have hereunto set my hand as of January 12, 2021.

By: _____
Assistant Secretary

EXHIBIT A

Proposed PILOT Benefits

Formula for Payments-In-Lieu-of-Taxes: Town of Islip, (including any existing incorporated village and any village which may be incorporated after the date hereof, within which the Facility is wholly or partially located), Central Islip School District, Suffolk County and Appropriate Special Districts

Address – 100 Windsor Place, Central Islip, Town of Islip,
Suffolk County, New York

Definitions

Normal Tax Due = Those payments for taxes and assessments, and other special ad valorem levies, special assessments and service charges against real property located in the Town of Islip (including any existing incorporated village or any village which may be incorporated after the date hereof, within which the Facility is wholly or partially located) which are or may be imposed for special improvements or special district improvements, that the Company would pay without exemption.

X = \$107,700

Y = increase in assessment above X resulting from the acquisition, construction and equipping of the Facility.

Year

1	100% normal tax on X and 0% normal tax on Y
2	100% normal tax on X and 0% normal tax on Y
3	100% normal tax on X and 0% normal tax on Y
4	100% normal tax on X and 0% normal tax on Y
5	100% normal tax on X and 0% normal tax on Y
6	100% normal tax on X and 10% normal tax on Y
7	100% normal tax on X and 20% normal tax on Y
8	100% normal tax on X and 30% normal tax on Y
9	100% normal tax on X and 40% normal tax on Y
10	100% normal tax on X and 50% normal tax on Y
11	100% normal tax on X and 60% normal tax on Y
12	100% normal tax on X and 70% normal tax on Y
13	100% normal tax on X and 80% normal tax on Y
14	100% normal tax on X and 90% normal tax on Y
15 and thereafter	100% normal tax on X and 100% normal tax on Y

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 12, 2021**

AGENDA ITEM #18

TYPE OF RESOLUTION: RESOLUTION FOR A TENANT
CONSENT

COMPANY: PARADISE LANE REALTY, LLC/RUBIE'S COSTUME
COMPANY 2012 FACILITY

PROJECT LOCATION: 158 CANDLEWOOD ROAD, BAY
SHORE

JOBS (RETAINED/CREATED): RETAINED - 00 -
CREATE - 00 -

INVESTMENT: \$

Date: January 12, 2021

At a meeting of the Town of Islip Industrial Development Agency (the “Agency”) held on the 12th day of January, 2021, via Live-Stream at <http://islipida.com/business-assistance/ida/ida-documents-2/96-ida-videos/ida-board-meetings/335-ida-board-meeting-1-12-2021.html>, the following members of the Agency were:

Present:

Absent:

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 consent to the subleasing of the Paradise Lane Realty LLC/Rubie’s Costume Company, Inc. 2012 Facility and approving the execution and delivery of related documents.

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 INDUSTRIAL
DEVELOPMENT AGENCY PERTAINING TO THE
CONSENT TO THE SUBLEASING OF THE PARADISE
LANE REALTY LLC/RUBIE'S COSTUME COMPANY, INC.
2012 FACILITY AND APPROVING THE FORM,
SUBSTANCE, EXECUTION AND DELIVERY 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 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 assist with the acquisition of certain industrial development projects as authorized by the Act; and

WHEREAS, the Agency previously assisted Paradise Lane Realty LLC, a New York limited liability company (the "**Original Company**"), in the acquisition of an approximately 12.0 acre parcel of land located at 158 Candlewood Road, Bay Shore, Town of Islip, New York (the "**Land**"), the construction and equipping of an approximately 248,240 square foot building to be located thereon, together with driveways, parking lots, landscaping and including, but not limited to, the purchase of racks for storage and related equipment such as high-lows, side-loaders, swing trucks, pickers and power tractors (the "**Improvements**" and "**Equipment**"; and together with the Land, the "**Facility**"), all leased by the Agency to the Original Company for subsequent sublease by the Original Company to, and use by, Rubie's Costume Company, Inc., a New York business corporation (the "**Sublessee**"), as a warehouse and distribution center for costumes; and

WHEREAS, the Agency previously acquired title to the Facility with a Bargain and Sale Deed from the Original Company, dated December 19, 2012 (the "**Deed**"); and

WHEREAS, the Agency currently leases the Facility to the Original Company pursuant to a certain Lease Agreement, dated as of December 1, 2012 (the "**Original Lease Agreement**"); and

WHEREAS, RG 158 Candlewood LLC, a limited liability company organized and existing under the laws of the State of Delaware or another entity formed or to be formed by RG 158 Candlewood LLC or the principals thereof (collectively, the "**Assignee**" and the "**Company**"), has requested the Agency's consent to the assignment by the Original Company of all of its rights, title, interest and obligations under the Original Lease Agreement and certain other agreements in connection with the Facility to, and the assumption by, the Assignee of all of such rights, title, interest and obligations of the Original Company, and the release of the Original Company from any further liability with respect to the Facility subject to certain requirements of the Agency (the "**Assignment & Assumption**"), all pursuant to the terms of an Assignment, Assumption and Amendment Agreement, to be dated as of January 1, 2021 or such other date as may be determined by the Chairman, Executive Director, Deputy Executive Director and counsel to the Agency (the

“Assignment, Assumption and Amendment Agreement”), by and among the Agency, the Company, the Sublessee and the Assignee; and

WHEREAS, the Original Lease Agreement will be assigned by the Company and assumed by the Assignee, pursuant to a certain Assignment and Assumption of Lease Agreement, to be dated as of January 1, 2020, or such other date as may be determined by the Chairman, Executive Director and counsel to the Agency (the **“Assignment of Lease Agreement”**), by and between the Company and the Assignee, and consented to by the Agency; and

WHEREAS, subsequent to the Assignment & Assumption, the Company intends to sub-sublease the Facility to Rubies II LLC (the **“Tenant”**), pursuant to a Sublease Agreement to be dated a date to be determined (the **“Tenant Lease”**); and

WHEREAS, the Company has requested that the Agency consent to the Tenant Lease between the Company and the Tenant; and

WHEREAS, the Facility may not be subleased, in whole or in part, without the prior written consent of the Agency; and

WHEREAS, such consent may be manifested by the execution and delivery of a Tenant Agency Compliance Agreement, to be dated a date to be determined, between the Agency and the Tenant (the **“Tenant Agency Compliance Agreement”**); 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 continued subleasing of the Facility.

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) The subleasing of the Facility to the Tenant will promote and maintain the job opportunities, health, general prosperity and economic welfare of the citizens of the Town of Islip and the State of New York and improve their standard of living and thereby serve the public purposes of the Act; and

(c) The Agency consents to the subleasing of the Facility to the Tenant; and

(d) The execution of the Tenant Agency Compliance Agreement will satisfy the requirement of Section 9.3 of the Lease Agreement, as assigned and amended, that any subleasing of the Facility be consented to in writing by the Agency; and

(e) It is desirable and in the public interest for the Agency to consent to the subleasing of the Facility to the Tenant and to enter into the Tenant Agency Compliance Agreement.

Section 2. In consequence of the foregoing, the Agency hereby determines to enter into the Tenant Agency Compliance Agreement.

Section 3. The form and substance of the Tenant Agency Compliance Agreement (in substantially the form presented to the Agency and which, prior to the execution and delivery thereof, may be redated) are hereby approved.

Section 4.

(a) The Chairman, Vice Chairman, Executive Director, Deputy Executive Director or any member of the Agency are hereby authorized, on behalf of the Agency, to execute and deliver the Tenant Agency Compliance Agreement in the form the Chairman, Vice Chairman, Executive Director, Deputy Executive Director or any member of the Agency shall approve, and such other related documents as may be, in the judgment of the Chairman, Vice Chairman, Executive Director, Deputy Executive Director or any member of the Agency and Agency Counsel, necessary or appropriate to effect the transactions contemplated by this resolution (hereinafter collectively called the “**Agency Documents**”). The execution thereof by Chairman, Vice Chairman, Executive Director, Deputy Executive Director or any member of the Agency shall constitute conclusive evidence of such approval.

(b) The Chairman, Vice Chairman, Executive Director, Deputy Executive Director or any member of the Agency are further hereby authorized, on behalf of the Agency, to designate any additional Authorized Representatives of the Agency (as defined in and pursuant to the Lease Agreement).

Section 5. The officers, employees and agents of the Agency are hereby authorized and directed for and in the name and on behalf of the Agency to do all acts and things required or provided for by the provisions of the Agency Documents, and to execute and deliver all such additional certificates, instruments and documents, pay all such fees, charges and expenses and to do all such further acts and things as may be necessary or, in the opinion of the officer, employee or agent acting, desirable and proper to effect the purposes of the foregoing resolution and to cause compliance by the Agency with all of the terms, covenants and provisions of the Agency Documents binding upon the Agency.

Section 6. 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 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 12th day of January, 2021, 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.

That the Agency Documents contained in this transcript of proceedings are each in substantially the form presented to the Agency and/or approved by said meeting.

I FURTHER CERTIFY that, due to the Novel Coronavirus (COVID-19) Emergency State and Federal bans on large meetings or gatherings and pursuant to Governor Cuomo’s Executive Order 202.1 issued on March 12, 2020, as amended to date, permitting local governments to hold public hearings by telephone and video conference and/or similar device, the Agency’s Board Meeting on January 12, 2021 (the “Board Meeting”), was held electronically via Live-Stream instead of a public meeting open for the public to attend in person. Members of the public were advised, via the Agency’s website, to listen to the Board Meeting by going to <http://islipida.com/business-assistance/ida/ida-documents-2/96-ida-videos/ida-board-meetings/335-ida-board-meeting-1-12-2021.html>, and were further advised that the Minutes of the Board Meeting would be transcribed and posted on the Agency’s website, and that all members of said Agency had due notice of said meeting and that the meeting was in all respects duly held.

IN WITNESS WHEREOF, I have hereunto set my hand as of the 12th day of January, 2021.

By _____
Assistant Secretary

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 12, 2021**

AGENDA ITEM #19

TYPE OF RESOLUTION: RESOLUTION TO AUTHORIZE

COMPANY: COVID-19 GRANT & LOANS

PROJECT LOCATION: N/A

JOBS (RETAINED/CREATED): RETAINED - 00 -
CREATE - 00 -

INVESTMENT: \$N/A

Date: January 12, 2021

At a meeting of the Town of Islip Industrial Development Agency (the “Agency”), held via Live-Stream at <http://islipida.com/business-assistance/ida/ida-documents-2/96-ida-videos/ida-board-meetings/335-ida-board-meeting-9-15-2020.html>, on the 17th day of November, 2020, the following members of the Agency were:

Present:

Absent:

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 approval and authorization of grants under the Agency’s COVID-19 Grant Program.

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 INDUSTRIAL
DEVELOPMENT AGENCY AUTHORIZING AND
APPROVING CERTAIN GRANTS FROM THE AGENCY'S
COVID-19 GRANT PROGRAM.

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, Section 858(17) and (18) and Section 859(c) of the Act authorizes and empowers the Agency to establish a program to make grants to eligible small businesses and not-for-profit corporations for the purpose acquiring personal protective equipment or installing fixtures necessary to prevent the spread of novel coronavirus, COVID-19 (the "**COVID-19 Grant Program**"), and Section 859-c of Act authorizes and empowers the Agency to establish a state disaster emergency loan program to provide loans from available revenue to small business and not-for-profit corporations (the "**COVID-19 Loan Program**"); and

WHEREAS, by resolution dated July 21, 2020, the Agency previously established a COVID-19 Grant Program to make grants to Grant Eligible Companies (as defined below) (the "**Grants**") and a COVID-19 Loan Program to make loans to Loan Eligible Companies (as defined below) (the "**Loans**"); and

WHEREAS, the aggregate amount of funds to that were approved to be made available for use in connection with the Agency's COVID-19 Grant Program or COVID-19 Loan Program combined shall not exceed \$250,000 (the "**Maximum Funds**"); and

WHEREAS, the Agency has engaged the New York Business Development Corporation doing business as Pursuit ("**Pursuit**") for the purpose of creating a form application for potential borrowers seeking Loans, accepting applications from potential borrowers, assisting the Agency in determining whether an applicant is a Loan Eligible Company (as defined herein), assisting the Agency in determining which Loan Eligible Companies are most in need of Loans based on the Loan Criteria (as defined below), preparing documents (the "**Loan Documents**") and closing Loans, and such other responsibilities in assisting the Agency administer the Loans as may be agreed to by the Agency and Pursuit pursuant to a Loan Origination Agreement or such other similar document (the "**Loan Origination Agreement**"); and

WHEREAS, the Agency has established a Loan and Grant Review Committee made up of its certain members and staff of the Agency to be appointed by the Board of the Agency (the "**Loan and Grant Review Committee**") to review each applicant for each Loan based on the Loan Criteria (following review by Pursuit), and to review each application for Grants based on the Grant Criteria (as defined below); and

WHEREAS, the Agency shall only make grants to small businesses with at least three (3) but no more than fifty (50) employees ("**Small Businesses**") and small not-for-profit corporations with at least two (2) but no more than fifty (50) employees ("**Small Not-for-Profit Corporations**") who: (i) were financially viable prior to the commencement of the New York State (the "**State**") disaster emergency on March 7, 2020 (the "**State Disaster Emergency**"), (ii) conduct business in the Town of Islip, New York (the "**Town**"), and (iii) were required to shut down or cease operations as a result of the State's prohibition of non-essential in-office personnel functions (the "**State Shutdown**") pursuant to Governor Andrew M. Cuomo's Executive Order 202.6, issued March 18, 2020, as amended to date (each a "**Grant Eligible Company**"); and

WHEREAS, Grants shall only be made to Grant Eligible Companies for the purpose of acquiring personal protective equipment or installing fixtures necessary to prevent the spread of novel coronavirus, COVID-19 ("**PPE and Fixtures**") while the State Disaster Emergency is in effect; and

WHEREAS, the Agency has applied the following criteria to determine which Grant Eligible Companies shall receive Grants (i) creditworthiness and financial stability of the Grant Eligible Company prior to the State Disaster Emergency; (ii) the level of negative impact of the State Disaster Emergency and State Shutdown on the operations and finances of the Grant Eligible Company; (iii) Grant Eligible Company's proposed plan to use the funds received through COVID-19 Loan Program; (iv) applicant's ties to their community and the impact of their work in the Town; (v) applicant's assurance that efforts will be made to retain jobs during the State Disaster Emergency; (vi) the Grant Eligible Company's status as a minority or woman owned business; (vii) the Grant Eligible Company's location in a highly distressed area (as defined in Section 854(18) of the Act), (viii) other potential sources of funding available to the Grant Eligible Company, and (ix) any other factors or criteria deemed relevant by the Agency (collectively, the "**Grant Criteria**")

WHEREAS, no Grant made to a Grant Eligible Company pursuant to the Agency's COVID-19 Grant Program shall exceed \$10,000; and

WHEREAS, as of the date of this resolution, the Loan and Grant Review Committee has recommended making the following grants (collectively, the "**Recommended Grants**") to:

- a) Portly Fun, Inc. DBA; The Portly Villager; \$7,233.00
- b) J & A Coat & Apron Service, Corp.; \$5,550.00

WHEREAS, as of the date of this resolution, the Loan and Grant Review Committee has not recommended that the Agency make any Loans; and

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.

(b) The Agency is authorized under the Act to establish and administer its COVID-19 Grant Program and to make the Recommended Grants.

(c) It is desirable and in the public interest for the Agency to assist Grant Eligible Companies through the COVID-19 Grant Program.

(d) It is desirable and in the public interest for the Agency, through its Loan and Grant Review Committee and with the assistance of Pursuit, to accept applications Grants in order to determine whether to make Grants to Grant Eligible Companies for PPE and Fixtures.

(e) Based on the applications submitted by each recipient of a Recommended Grant submitted to the Agency and reviewed by the Loan and Grant Review Committee, each of the recipients of the Recommended Grants is a Grant Eligible Company, each recipient of a Recommended Grant satisfies the Grant Criteria, and the proceeds of each Recommended Grant shall be used only for the purpose of acquiring PPE and Fixtures while the State Disaster Emergency is in effect.

(f) It is desirable and in the public interest for the Agency to approve, authorize, and make the Recommended Grants and to execute any and all document, with the assistance of Pursuit, in order to make and effectuate the Grants.

Section 2. In consequence of the foregoing, the Agency hereby determines to: (i) accept the Loan and Grant Review Committee's recommendations to make the Recommended Grants; (ii) make the Recommended Grants; (iii) coordinate with Pursuit, to the extent necessary, to effectuate the Recommended Grants, and (iv) to execute and deliver any and all documents as may be, in the opinion of the Chairman, Agency Counsel, or Pursuit, necessary to effectuate the Recommended Grants (the "**Grant Documents**").

Section 3. The Agency is hereby authorized to make the Recommended Grants to the recipients thereof and in the amounts set forth more fully in the recitals to this resolution.

Section 4.

(a) Subject to the provisions of this resolution; the Chairman, Executive Director, Deputy Executive Director and all other members of the Agency are hereby authorized, on behalf of the Agency, to execute and deliver the Grant Documents. The execution thereof by the Chairman, Executive Director, Deputy Executive Director or any member of the Agency shall constitute conclusive evidence of such approval; and

(b) The Chairman, Executive Director, Deputy Executive Director and any member of the Agency are further hereby authorized, on behalf of the Agency, to designate any additional authorized representatives of the Agency.

Section 5. 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 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 17th day of November, 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 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.

That the Grant Documents contained in this transcript of proceedings are each in substantially the form presented to the Agency and/or approved by said meeting.

I FURTHER CERTIFY that, due to the Novel Coronavirus (COVID-19) Emergency State and Federal bans on large meetings or gatherings and pursuant to Governor Cuomo’s Executive Order 202.1 issued on March 12, 2020, as amended to date, permitting local governments to hold public hearings by telephone and video conference and/or similar device, the Agency’s Board Meeting on October 20, 2020 (the “**Board Meeting**”), was held electronically via Live-Stream instead of a public meeting open for the public to attend in person. Members of the public were advised, via the Agency’s website, to listen to the Board Meeting by going to <http://islipida.com/business-assistance/ida/ida-documents-2/96-ida-videos/ida-board-meetings/335-ida-board-meeting-9-15-2020.html>, and were further advised that the Minutes of the Board Meeting would be transcribed and posted on the Agency’s website, and that all members of said Agency had due notice of said meeting and that the meeting was in all respects duly held.

IN WITNESS WHEREOF, I have hereunto set my hand as of the 12th day of January 2021.

By: _____

TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 12, 2021

AGENDA ITEM #20

TYPE OF RESOLUTION: RESOLUTION TO ENTER INTO AN
CONTRACT

COMPANY: JVC BROADCASTING LI NEWS RADIO

PROJECT LOCATION: 3075 VETERANS MEMORIAL
HIGHWAY, #201, RONKONKOMA

JOBS (RETAINED/CREATED): RETAINED - 00 -
CREATE - 00 -

INVESTMENT: \$ N/A



TOWN OF ISLIP ECONOMIC DEVELOPMENT

- Sponsorship of the LI in the PM sponsorship Monday to Friday 7P-8p.
- 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 2021 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
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 authorize the Supervisor to execute a one year option on a contract with JVC Broadcasting LI News Radio, 3075 Veterans memorial Highway, #201, Ronkonkoma, New York, 11779. To provide a bank of 10 commercials a week on the LI News Radio Show, Website inclusions on the LI News Radio website, a monthly guest appearances on the Jay Oliver Show, and excerpts on the Jay Oliver in the AM Radio Show for the Town of Islip Industrial Development Agency.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: The Town of Islip IDA
 2. Site or location effected by resolution: 40 Nassau Ave, Islip, New York
 3. Cost: \$12,000.00
 4. Budget Line: YD6410.4-5000
 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 _____. 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

1/6/21

January 12, 2021

Whereas, the Town of Islip Industrial Development Agency ("the Agency") was created to promote, develop, encourage and assist in the acquisition, construction, improvement, maintenance, equipping and furnishing of a certain industrial, manufacturing, warehousing, commercial, research and recreation facilities, 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 standing of living; and

WHEREAS, in 2015 the Agency launched, coordinated, multi-faceted marketing and advertising campaign to help re-invent the Agency's image that includes promotion of the Long Island MacArthur Airport and the Foreign Trade Zone; and

WHEREAS, as part of that multi-faceted marketing and advertising campaign, the Agency seeks to become the title sponsor of the Jay Oliver in the PM. radio show on LI News Radio 103.9 FM; and

WHEREAS, in addition to the title sponsorship the Agency will be entitled to a bank of 10 commercials a week on the LI News Radio Show, website inclusion on the LI News Radio website, monthly guest appearances on the Jay Oliver Show, and excerpts on the Jay Oliver in the AM Radio Show; and

NOW, THEREFORE, on a motion by seconded by

Be it;

RESOLVE, that the Chairwoman or her designee be hereby authorized to execute a contract with JVC Broadcasting, 3075 Veterans Memorial Highway, #201, Ronkonkoma, New York, 11779, for the term of January – December 2021 for the amount of \$12,000.

Upon a vote being taken, the result was:

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

No. 2

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN
COUNCILMAN JAMES P. O'CONNOR

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Meeting of the Town of Islip Economic Development Corporation.

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:

John Walser

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

enclosure:

cc: OLGA H. MURRAY, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF



MEETING OF THE TOWN OF ISLIP
ECONOMIC DEVELOPMENT CORPORATION

January 12, 2021

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 **December 15, 2020**.
3. To consider the adoption of a Resolution approving the **2021 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.
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 *John Cochrane, Mary Kate Mullen, 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 *Trish Bergin Weichbrodt, James O'Connor and Ron Meyer* 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 *John Cochrane, Mary Kate Mullen and Brad Hemingway* 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 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 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.



MEETING OF THE TOWN OF ISLIP

ECONOMIC DEVELOPMENT CORPORATION

December 15, 2020

Meeting Minutes

1. Call the meeting of the Town of Islip Economic Development Corporation to order. On a motion by Councilwoman Trish Bergin Weichbrodt and seconded by Councilman John C. Cochrane Jr.
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 20, 2020**. On a motion by Chairwoman Angie M. Carpenter and seconded by Councilwoman Mary Kate Mullen said motion approved 5-0.
3. To consider the adoption of a Resolution on Behalf of the Town of Islip Economic Development Corporation to approve Consent to Sublease for **United Cerebral Palsy of Suffolk Inc.** Located at 159 Carleton Ave, Central Islip. (0500-16400-0400-008004). On a motion by Councilman John C. Cochrane Jr. and seconded by Councilwoman Trish Bergin Weichbrodt, said motion approved 5-0.
4. To consider any other business that may come before the Corporation, there being none the Town of Islip Economic Development Corporation was closed on a motion by Councilman James P. O'Connor and seconded by Councilwoman Mary Kate Mullen.

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 12, 2021**

AGENDA ITEM #3

TYPE OF RESOLUTION: RESOLUTION TO APPROVE
THE MEETING SCHEDULE

COMPANY:

PROJECT LOCATION:

JOBS (RETAINED/CREATED): RETAINED - 00 -
CREATE - 00 -

INVESTMENT: \$N/A

Date: January 12, 2021

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 12th day of January, 2021, the following members of the EDC were:

Present:

Absent:

Recused:

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

RESOLUTION OF THE TOWN OF ISLIP ECONOMIC
DEVELOPMENT CORPORATION REGARDING THE
APPROVAL OF THE MEETING SCHEDULE FOR 2021.

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 2020; 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 2020 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 2021.

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)

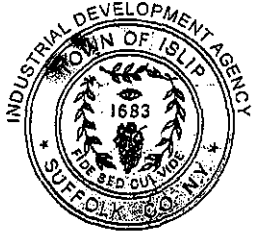
I, the undersigned Secretary of the Town of Islip Economic Development Corporation,
DO HEREBY CERTIFY:

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 12th day of January 2021, 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 12th day of January 2021.

By: _____
Assistant Secretary



TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY &
ECONOMIC DEVELOPMENT CORPORATION
2021 Meeting Schedule

*All meetings are held at 2pm in the Town Board Room, located on the 2nd floor of
655 Main Street, Islip, unless otherwise noted*

MEETING DATES

JANUARY 12, 2021

FEBRUARY 9, 2021

MARCH 9, 2021

APRIL 20, 2021 (5:30 P.M.)

MAY 18, 2021

JUNE 15, 2021

JULY 20, 2021

AUGUST 10, 2021

SEPTEMBER 14, 2021 5:30 P.M.

OCTOBER 19, 2021

NOVEMBER 4, 2021

NOVEMBER 16, 2021

DECEMBER 14, 2021

**TOWN OF ISLIP ECONOMIC DEVELOPMENT
CORPORATION**

AGENDA ITEMS FOR JANUARY 12, 2021

AGENDA ITEM #4

**TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION
OF A RESOLUTION **APPOINTING OFFICERS** TO THE
ECONOMIC DEVELOPMENT CORPORATION**

COMPANY: N/A

PROJECT LOCATION: N/A

JOBS (RETAINED/CREATED): N/A

INVESTMENT: N/A

Date: January 12, 2021

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 12th day of January, 2021, the following members of the EDC were:

Present:

Absent:

Recused:

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

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 C. Cochrane, Secretary of the EDC, Trish Bergin Weichbrodt, Treasurer of the EDC, John G. Walser, Assistant Secretary, John Walser, Assistant Secretary of the EDC and John 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 Executive Director* 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.

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 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 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 12th day of January, 2021.

By: _____
Assistant Secretary

**TOWN OF ISLIP ECONOMIC DEVELOPMENT
CORPORATION
AGENDA ITEMS FOR JANUARY 12, 2021**

AGENDA ITEM #5

TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION
OF A RESOLUTION APPOINTING AN **AUDIT
COMMITTEE** TO THE ECONOMIC DEVELOPMENT
CORPORATION

COMPANY: N/A

PROJECT LOCATION: N/A

JOBS (RETAINED/CREATED): N/A

INVESTMENT: N/A

January 12, 2021

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

Now therefore on a motion by _____, seconded by _____, be it approved

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:

Chairperson, Mary Kate Mullen

Member, John Cochrane

Member, Anne Danziger

Upon a vote being taken, the result was:

**TOWN OF ISLIP ECONOMIC DEVELOPMENT
CORPORATION
AGENDA ITEMS FOR JANUARY 12, 2021**

AGENDA ITEM #6

TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION
OF A RESOLUTION APPOINTING A **FINANCE
COMMITTEE** ON BEHALF OF THE ECONOMIC
DEVELOPMENT AGENCY

COMPANY: N/A

PROJECT LOCATION: N/A

JOBS (RETAINED/CREATED): N/A

INVESTMENT: N/A

January 12, 2021

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

Now therefore on a motion by _____, seconded by _____, be it approved

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:

Chairperson, Trish Bergin Wiechbrodt

Member, James P. O'Connor

Member, Ron Meyer

Upon a vote being taken, the result was:

**TOWN OF ISLIP ECONOMIC DEVELOPMENT
CORPORATION**

AGENDA ITEMS FOR JANUARY 12, 2021

AGENDA ITEM #7

TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION
OF A RESOLUTION APPOINTING A **GOVERNANCE
COMMITTEE** TO THE ECONOMIC DEVELOPMENT
CORPORATION

COMPANY: N/A

PROJECT LOCATION: N/A

JOBS (RETAINED/CREATED): N/A

INVESTMENT: N/A

January 12, 2021

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

Now therefore on a motion by _____, seconded by _____, be it approved

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, John Cochrane

Member, Mary Kate Mullen

Member, Brad Hemingway

Upon a vote being taken, the result was:

**TOWN OF ISLIP ECONOMIC DEVELOPMENT
CORPORATION
AGENDA ITEMS FOR JANUARY 12, 2021**

AGENDA ITEM #8

TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION
OF A RESOLUTION TO APPROVE A **CODE OF ETHICS**
POLICY TO THE ECONOMIC DEVELOPMENT
CORPORATION

COMPANY: N/A

PROJECT LOCATION: N/A

JOBS (RETAINED/CREATED): N/A

INVESTMENT: N/A

January 12, 2021

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**.

Now, therefore on a motion by _____, seconded by _____, be it approved

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 being taken, the result was:

**TOWN OF ISLIP ECONOMIC DEVELOPMENT
CORPORATION
AGENDA ITEMS FOR JANUARY 12, 2021**

AGENDA ITEM #9

**TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION
OF A RESOLUTION TO APPROVE AN INVESTMENT
POLICY TO THE ECONOMIC DEVELOPMENT
CORPORATION**

COMPANY: N/A

PROJECT LOCATION: N/A

JOBS (RETAINED/CREATED): N/A

INVESTMENT: N/A

January 12, 2021

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.

Now, therefore on a motion by

Seconded by _____, be it

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:

**TOWN OF ISLIP ECONOMIC DEVELOPMENT
CORPORATION
AGENDA ITEMS FOR JANUARY 12, 2021**

AGENDA ITEM #10

TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION
OF A RESOLUTION TO APPROVE A **PROCUREMENT
POLICY** TO THE ECONOMIC DEVELOPMENT
CORPORATION

COMPANY: N/A

PROJECT LOCATION: N/A

JOBS (RETAINED/CREATED): N/A

INVESTMENT: N/A

January 12, 2021

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

Now therefore on a motion by _____, seconded by _____, be it

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:

**TOWN OF ISLIP ECONOMIC DEVELOPMENT
CORPORATION
AGENDA ITEMS FOR JANUARY 12, 2021**

AGENDA ITEM #11

TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION
OF A RESOLUTION TO APPROVE A **CONFLICT OF
INTEREST POLICY** TO THE ECONOMIC DEVELOPMENT
CORPORATION

COMPANY: N/A

PROJECT LOCATION: N/A

JOBS (RETAINED/CREATED): N/A

INVESTMENT: N/A

Date: January 12, 2021

At a meeting of the Town of Islip Industrial Development Agency held at Islip Town Hall, 655 Main Street, Islip, New York on the 14th day of January, the following members of the Agency were:

Present:

Absent:

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 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

RESOLUTION OF THE TOWN OF ISLIP INDUSTRIAL
DEVELOPMENT AGENCY 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, 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 (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; and

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

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 and the amendment by the Agency of its by-laws will permit the Agency to maintain stand-alone Conflict of Interest Policy.

Section 2. In consequence of the foregoing, the Agency 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 VIII 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 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.

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 15th day of January, 2019, 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 12th day of January 2021.

By: _____
Assistant Secretary

Exhibit A

Conflict of Interest Policy

Exhibit B

By-Laws, as amended

**TOWN OF ISLIP ECONOMIC DEVELOPMENT
CORPORATION
AGENDA ITEMS FOR JANUARY 12, 2021**

AGENDA ITEM #12

**TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION
OF A RESOLUTION TO APPROVE A PROPERTY
DISPOSITION POLICY**

COMPANY: N/A

PROJECT LOCATION: N/A

JOBS (RETAINED/CREATED): N/A

INVESTMENT: N/A

Date: January 12, 2021

At a meeting of the Town of Islip Industrial Development Agency (the "Agency"), held at 40 Nassau Avenue, Islip, New York on the 14th day of January 12, 2021, the following members of the Agency were:

Present:

Absent:

Recused:

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 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

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.

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

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 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 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 12th day of January, 2021.

By: _____
Assistant Secretary

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 12, 2020

**TOWN OF ISLIP ECONOMIC DEVELOPMENT
CORPORATION
AGENDA ITEMS FOR JANUARY 12, 2021**

AGENDA ITEM #13

**TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION
OF A RESOLUTION TO APPROVE A TRAVEL
AUTHORIZATION AND MILEAGE REIMBURSEMENT
GUIDELINE**

COMPANY: N/A

PROJECT LOCATION: N/A

JOBS (RETAINED/CREATED): N/A

INVESTMENT: N/A

January 12, 2021

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 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

NOW THEREFORE, on motion of

Seconded by _____, be it approved

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:

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

No. 3

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN
COUNCILMAN JAMES P. O'CONNOR

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

**Town Board authorization to clean up or secure certain properties in the
Town of Islip.**

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:

Taryn Jewell, Esq.

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

enclosure:

cc: OLGA H. MURRAY, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

Town Board Meeting

Tuesday, January 12, 2021 at 2:00 pm

1)	38 Nostrand Avenue, Brentwood	0500-096.00-01.00084.000	CU
2)	41 West Lane, Bay Shore	0500-441.00-01.00-015.000	DEMO
3)	61 Belle Avenue, Ronkonkoma	0500-032.00-03.00-031.000	CU
4)	65 Roslyn Street, Islip Terrace	0500-297.00-01.00-079.001	BC
5)	132 Connetquot Drive, Oakdale	0500-350.00-01.00-005.000	CU
6)	277 Ocean Avenue, Islip	0500-422.00-01.00-022.000	BC
7)	406 Higbie Lane, West Islip	0500-413.00-01.00-038.001	CU
8)	1245 Brookdale Avenue, Bay Shore	0500-220.00-01.00-010.000	BU

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 authorize the Town Board of the Town of Islip to order that the work be done to clean up the vacant premises located at 38 Nostrand Avenue, Brentwood, NY 11717.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Surrounding area residents and travelers of Location
 2. Site or location effected by resolution: 38 Nostrand Avenue, Brentwood, NY 11717
 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 (8). SEQR review complete.
- ☐ Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
-

Tamara L Jewell
Signature of Commissioner/Department Head Sponsor

12/29/2020
Date

January 12, 2021

WHEREAS, numerous reports and complaints regarding high grass, overgrown vegetation and litter and debris on property located at 38 Nostrand Avenue, Brentwood, Town of Islip, County of Suffolk, State of New York, SCTM No. 0500-096.00-01.00-084.000, have been received by the Town; and

WHEREAS, Town employees have verified the existence of said nuisance on the premises; and,

WHEREAS, pursuant to Chapter 32 §32-5 of the Code of the Town of Islip, the Town Attorney has caused a Notice directing the removal of the said nuisance to be served upon the owner(s) of the property at the last known mailing address of record, Linda Roiser, by Certified Mail, Return Receipt requested on December 29, 2020, which Notice directed the commencement of the removal of said nuisance within five (5) days after service of the notice and completion of removal prior to January 12, 2021; and

WHEREAS, pursuant to Chapter 32 of the Code of the Town of Islip, the Town Attorney has caused a Notice directing the removal of the said nuisance to be posted in a conspicuous place on the said premises on December 29, 2020, which Notice directed the commencement of the removal of said nuisance within five (5) days after service of the Notice and completion of removal prior to January 12, 2021, and

WHEREAS, said Notice specified that in the event the nuisance was not voluntarily removed within the time specified, a Hearing would be held before the Town Board of the Town of Islip on Tuesday, January 12, 2021, at Islip Town Hall, via Zoom Webinar (subject to change), at 2:00 P.M. to determine whether the removal of the described nuisance should be accomplished by the Town of Islip, and allow any interested person to have an opportunity to present evidence in opposition to the Town's determination; and

WHEREAS, at the time and place specified for the Hearing, the Town Board has received evidence supporting the Town's determination that the described premises constitutes a nuisance, that due notice of the nuisance has been posted on the premises and that no action has been taken to remove the

described nuisance and that the Town of Islip should undertake the task of removing the said nuisance;
and

WHEREAS, at the time of said Hearing, no evidence was adduced to support a contrary
determination,

NOW, THEREFORE, UPON a motion by Councilperson _____,
seconded by Councilperson _____; be it

RESOLVED, that the Town Attorney be and he hereby is authorized to order that the work be
done to cut and remove the high grass and overgrown vegetation from the property along with all litter
and debris (including any and all unregistered vehicles/boats/trailers), and be it

FURTHER RESOLVED, that upon receipt of additional complaints pertaining to the nuisance
identified herein, upon verification of the existence or recurrence of the said violation(s), and upon
confirmation that the premises are owned by the persons or entities previously notified as described
herein, that, without further Town Board approval, the Town of Islip or its duly authorized agent may
enter upon the premises to insure that the nuisance is abated and that the property is in compliance with
the minimum property maintenance standards of all applicable state and local laws, and be it

FURTHER RESOLVED, that all costs and expenses incurred by the Town in connection with
the proceeding to remove the said nuisance shall be annexed as a Special Assessment to the property on
which the nuisance is located, which property is designated by Suffolk County Tax Map Parcel No. 0500-
096.00-01.00-084.000.

UPON a vote being taken, the result was:
(G: Clean Up - 38 Nostrand Avenue, Brentwood)

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 authorize the Town Board of the Town of Islip to order that the work be done to demolish the vacant premises located at 41 West Lane, Bay Shore, NY 11706

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Surrounding area residents and travelers of Location
 2. Site or location effected by resolution: 41 West Lane, Bay Shore, NY 11706
 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 2 & 42. SEQR review complete.

☐ Action not listed as Type 1 or Type II under Part 617 of the NYCRR. Short EAF required.

Tamara L Jewell
Signature of Commissioner/Department Head Sponsor

12/29/2020
Date

January 12, 2021

WHEREAS, the Chief Building Inspector or Authorized Agent (the "Inspector") of the Town of Islip has declared a certain dwelling and real property situated at 41 West Lane, Bay Shore, Town of Islip, County of Suffolk, State of New York, to be vacant and unsecured, dangerous, unsound, unsafe, and hazardous as created by fire, disrepair, collapse and/or structural failure; and

WHEREAS, pursuant to Chapter 68, §68-30 of the Code of the Town of Islip, the said Inspector has caused a Notice directing the removal of the said nuisance to be served upon the owner of the said premises at the last known address of record. Craig and Bradley Schrott and Frank Schrott, by Registered Return Receipt Requested on December 29, 2020, which Notice directed the commencement of the removal of said nuisance within seven (7) days after service of the Notice and completion of removal prior to January 12, 2021; and

WHEREAS, pursuant to Chapter 68 of the Code of the Town of Islip, the said Inspector has caused a Notice directing the removal of the said nuisance to be posted in a conspicuous place on the said premises on December 29, 2020, which Notice directed the commencement of the removal of said nuisance within (seven) days after service of the Notice and completion of removal prior to January 12, 2021; and

WHEREAS, said Notice specified that in the event the nuisance was not voluntarily removed within the time specified, a Hearing would be held before the Town Board of the Town of Islip on January 12, 2021, at Islip Town Hall, via Zoom Webinar (subject to change), at 2:00 p.m. to determine whether the removal of the described nuisance should be accomplished by the Town of Islip, and allow any interested person to have an opportunity to present evidence in opposition to the Inspector's determination; and

WHEREAS, at the time and place specified for the Hearing, the Town Board has received evidence supporting the Inspector's determination that the described premises constitutes a nuisance, that due notice of the nuisance has been posted on the premises and that no action has been taken to remove

the described nuisance and that the Town of Islip should undertake the task of removing the said nuisance; and

WHEREAS, at the time of said Hearing no evidence was adduced to support a contrary determination,

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

RESOLVED, that the Inspector be and he hereby is authorized to order that the work be done to demolish the building and remove demolition debris from the premises by a lowest responsible bidder, and be it

FURTHER RESOLVED, that upon receipt of additional complaints pertaining to the nuisance identified herein, upon verification of the existence or recurrence of the said violation(s), and upon confirmation that the premises are owned by the persons or entities previously notified as described herein, that, without further Town Board approval, the Town of Islip or its duly authorized agent may enter upon the premises to insure that the nuisance is abated and that the property is in compliance with the minimum property maintenance standards of all applicable state and local laws, and be it

FURTHER RESOLVED, that all costs and expenses incurred by the Town in connection with the proceeding to remove the said nuisance shall be annexed as a Special Assessment to the property on which the nuisance is located, which property is designated by Suffolk County Tax Map Parcel Number - 0500-441.00-01.00-015.000.

Upon a vote being taken, the result was:
(G:\Demo -41 West Lane, Bay Shore)

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 authorize the Town Board of the Town of Islip to order that the work be done to clean up the vacant premises located at 61 Belle Avenue, Ronkonkoma, NY 11779.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Surrounding area residents and travelers of Location
 2. Site or location effected by resolution: 61 Belle Avenue, Ronkonkoma, NY 11779
 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 (8). SEQR review complete.
- ☐ Action not listed as Type 1 or Type II under Part 617 of the NYCRR. Short EAF required.
-

Taryn L Jewell
Signature of Commissioner/Department Head Sponsor

12/29/2020
Date

January 12, 2021

WHEREAS, numerous reports and complaints regarding high grass, overgrown vegetation and litter and debris on property located at 61 Belle Avenue, Ronkonkoma, Town of Islip, County of Suffolk, State of New York, SCTM No. 0500-032.00-03.00-031.000, have been received by the Town; and

WHEREAS, Town employees have verified the existence of said nuisance on the premises; and,

WHEREAS, pursuant to Chapter 32 §32-5 of the Code of the Town of Islip, the Town Attorney has caused a Notice directing the removal of the said nuisance to be served upon the owner(s) of the property at the last known mailing address of record, Joseph and Heather Rockwood, and also upon 61 Belle Avenue Corp., and also upon Justin F. Pane, and also upon Christopher A. Gorman, Esq., Abrams, Fensterman, et al., by Certified Mail, Return Receipt requested on December 29, 2020, which Notice directed the commencement of the removal of said nuisance within five (5) days after service of the notice and completion of removal prior to January 12, 2021; and

WHEREAS, pursuant to Chapter 32 of the Code of the Town of Islip, the Town Attorney has caused a Notice directing the removal of the said nuisance to be posted in a conspicuous place on the said premises on December 29, 2020, which Notice directed the commencement of the removal of said nuisance within five (5) days after service of the Notice and completion of removal prior to January 12, 2021, and

WHEREAS, said Notice specified that in the event the nuisance was not voluntarily removed within the time specified, a Hearing would be held before the Town Board of the Town of Islip on Tuesday, January 12, 2021, at Islip Town Hall, via Zoom Webinar (subject to change), at 2:00 P.M. to determine whether the removal of the described nuisance should be accomplished by the Town of Islip, and allow any interested person to have an opportunity to present evidence in opposition to the Town's determination; and

WHEREAS, at the time and place specified for the Hearing, the Town Board has received evidence supporting the Town's determination that the described premises constitutes a nuisance, that due notice of the nuisance has been posted on the premises and that no action has been taken to remove the

described nuisance and that the Town of Islip should undertake the task of removing the said nuisance;
and

WHEREAS, at the time of said Hearing, no evidence was adduced to support a contrary
determination,

NOW, THEREFORE, UPON a motion by Councilperson _____,
seconded by Councilperson _____; be it

RESOLVED, that the Town Attorney be and he hereby is authorized to order that the work be
done to cut and remove the high grass and overgrown vegetation from the property along with all litter
and debris (including any and all unregistered vehicles/boats/trailers), and be it

FURTHER RESOLVED, that upon receipt of additional complaints pertaining to the nuisance
identified herein, upon verification of the existence or recurrence of the said violation(s), and upon
confirmation that the premises are owned by the persons or entities previously notified as described
herein, that, without further Town Board approval, the Town of Islip or its duly authorized agent may
enter upon the premises to insure that the nuisance is abated and that the property is in compliance with
the minimum property maintenance standards of all applicable state and local laws, and be it

FURTHER RESOLVED, that all costs and expenses incurred by the Town in connection with
the proceeding to remove the said nuisance shall be annexed as a Special Assessment to the property on
which the nuisance is located, which property is designated by Suffolk County Tax Map Parcel No. 0500-
032.00-03.00-031.000.

UPON a vote being taken, the result was:
(G: Clean Up - 61 Belle Avenue, Ronkonkoma)

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 authorize the Town Board of the Town of Islip to order that the work be done to board up and clean the vacant premises located at 65 Roslyn Street, Islip Terrace, NY 11752.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Surrounding area residents and travelers of Location
 2. Site or location effected by resolution: 65 Roslyn Street, Islip Terrace, NY 11752
 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 (1) and (8). SEQR review complete.
- ☐ Action not listed as Type 1 or Type II under Part 617 of the NYCRR. Short EAF required.
-

Tanya L. Jewell
Signature of Commissioner/Department Head Sponsor

12/29/2020
Date

January 12, 2021

WHEREAS, the Chief Building Inspector or Authorized Agent (the “Inspector”) of the Town of Islip has declared a certain building(s) and real property situated at 65 Roslyn Street, Islip Terrace, Town of Islip, County of Suffolk, State of New York, to be unsafe, hazardous and a public nuisance the result of being vacant and unsecured, with evidence of unauthorized entry, high grass, overgrown vegetation and litter and debris on the premises; and

WHEREAS, pursuant to Chapter 68, §68-30 and Chapter 32, §32-5 of the Code of the Town of Islip, the said Inspector has caused a Notice directing the removal of the said nuisance to be served upon the owner of the said premises at the last known address of record, MILTJIM LLC, by Registered Mail, Return Receipt Requested on December 29, 2020, which Notice directed the commencement of the removal of said nuisance within five (5) days after service of the Notice and completion of removal prior to January 12, 2021; and

WHEREAS, pursuant to Chapters 68 and 32 of the Code of the Town of Islip, the said Inspector has caused a Notice directing the removal of the said nuisance to be posted in a conspicuous place on the said premises on December 29, 2020, which Notice directed the commencement of the removal of said nuisance within (five) days after service of the Notice and completion of removal prior to January 12, 2021; and

WHEREAS, said Notice specified that in the event the nuisance was not voluntarily removed within the time specified, a Hearing would be held before the Town Board of the Town of Islip on January 12, 2021, at Islip Town Hall, via Zoom Webinar (subject to change), at 2:00 p.m. to determine whether the removal of the described nuisance should be accomplished by the Town of Islip, and allow any interested person to have an opportunity to present evidence in opposition to the Inspector’s determination; and

WHEREAS, at the time and place specified for the Hearing, the Town Board has received evidence supporting the Inspector’s determination that the described premises constitutes a nuisance, that due notice of the nuisance has been posted on the premises and that no action has been taken to remove

the described nuisance and that the Town of Islip should undertake the task of removing the said nuisance; and

WHEREAS, at the time of said Hearing no evidence was adduced to support a contrary determination,

NOW, THEREFORE, UPON a motion by Councilperson _____,
seconded by Councilperson _____; be it

RESOLVED, that the Inspector be and he hereby is authorized to order that the work be done to secure the building(s), to HUD standards, to wit: 5/8 inch plywood, painted gray and bolted from the interior and cut and remove the high grass and overgrown vegetation from the property and remove all litter and debris (including any and all unregistered vehicles/boats/trailers), by the lowest responsible bidder, and be it

FURTHER RESOLVED, that upon receipt of additional complaints pertaining to the nuisance identified herein, upon verification of the existence or recurrence of the said violation(s), and upon confirmation that the premises are owned by the persons or entities previously notified as described herein, that, without further Town Board approval, the Town of Islip or its duly authorized agent may enter upon the premises to insure that the nuisance is abated and that the property is in compliance with the minimum property maintenance standards of all applicable state and local laws, and be it

FURTHER RESOLVED, that all costs and expenses incurred by the Town in connection with the proceeding to remove the said nuisance shall be annexed as a Special Assessment to the property on which the nuisance is located, which property is designated by Suffolk County Tax Map Parcel No. 0500-297.00-01.00-079.001.

UPON a vote being taken, the result was:
(G:\Board up/Clean-up - 65 Roslyn Street, Islip Terrace)

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 authorize the Town Board of the Town of Islip to order that the work be done to clean up the vacant premises located at 132 Connetquot Drive, Oakdale, NY 11769.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Surrounding area residents and travelers of Location
 2. Site or location effected by resolution: 132 Connetquot Drive, Oakdale, NY 11769
 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 (8). SEQR review complete.
- ☐ Action not listed as Type 1 or Type II under Part 617 of the NYCRR. Short EAF required.
-

Tamara L Jewell
Signature of Commissioner/Department Head Sponsor

12/29/2020
Date

January 12, 2021

WHEREAS, numerous reports and complaints regarding high grass, overgrown vegetation and litter and debris on property located at 132 Connetquot Drive, Oakdale, Town of Islip, County of Suffolk, State of New York, SCTM No. 0500-350.00-01.00-005.000, have been received by the Town; and

WHEREAS, Town employees have verified the existence of said nuisance on the premises; and,

WHEREAS, pursuant to Chapter 32 §32-5 of the Code of the Town of Islip, the Town Attorney has caused a Notice directing the removal of the said nuisance to be served upon the owner(s) of the property at the last known mailing address of record, Walter and Elisa A. Rostkowski, and also upon Planet Home Lending LLC, and also upon MERS, and also upon Freedom Mortgage Corporation, by Certified Mail, Return Receipt requested on December 29, 2020, which Notice directed the commencement of the removal of said nuisance within five (5) days after service of the notice and completion of removal prior to January 12, 2021; and

WHEREAS, pursuant to Chapter 32 of the Code of the Town of Islip, the Town Attorney has caused a Notice directing the removal of the said nuisance to be posted in a conspicuous place on the said premises on December 29, 2020, which Notice directed the commencement of the removal of said nuisance within five (5) days after service of the Notice and completion of removal prior to January 12, 2021, and

WHEREAS, said Notice specified that in the event the nuisance was not voluntarily removed within the time specified, a Hearing would be held before the Town Board of the Town of Islip on Tuesday, January 12, 2021, at Islip Town Hall, via Zoom Webinar (subject to change), at 2:00 P.M. to determine whether the removal of the described nuisance should be accomplished by the Town of Islip, and allow any interested person to have an opportunity to present evidence in opposition to the Town's determination; and

WHEREAS, at the time and place specified for the Hearing, the Town Board has received evidence supporting the Town's determination that the described premises constitutes a nuisance, that due notice of the nuisance has been posted on the premises and that no action has been taken to remove the

described nuisance and that the Town of Islip should undertake the task of removing the said nuisance;
and

WHEREAS, at the time of said Hearing, no evidence was adduced to support a contrary
determination,

NOW, THEREFORE, UPON a motion by Councilperson _____,
seconded by Councilperson _____; be it

RESOLVED, that the Town Attorney be and he hereby is authorized to order that the work be
done to cut and remove the high grass and overgrown vegetation from the property along with all litter
and debris (including any and all unregistered vehicles/boats/trailers), and be it

FURTHER RESOLVED, that upon receipt of additional complaints pertaining to the nuisance
identified herein, upon verification of the existence or recurrence of the said violation(s), and upon
confirmation that the premises are owned by the persons or entities previously notified as described
herein, that, without further Town Board approval, the Town of Islip or its duly authorized agent may
enter upon the premises to insure that the nuisance is abated and that the property is in compliance with
the minimum property maintenance standards of all applicable state and local laws, and be it

FURTHER RESOLVED, that all costs and expenses incurred by the Town in connection with
the proceeding to remove the said nuisance shall be annexed as a Special Assessment to the property on
which the nuisance is located, which property is designated by Suffolk County Tax Map Parcel No. 0500-
350.00-01.00-005.000.

UPON a vote being taken, the result was:
(G: Clean Up - 132 Connetquot Drive, 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: 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 Board of the Town of Islip to order that the work be done to board up and clean the vacant premises located at 277 Ocean Avenue, Islip, NY 11751.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Surrounding area residents and travelers of Location
 2. Site or location effected by resolution: 277 Ocean Avenue, Islip, NY 11751
 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 (1) and (8). SEQR review complete.

☐ Action not listed as Type 1 or Type II under Part 617 of the NYCRR. Short EAF required.

Tanya L Jewell
Signature of Commissioner/Department Head Sponsor

12/29/2020
Date

January 12, 2021

WHEREAS, the Chief Building Inspector or Authorized Agent (the “Inspector”) of the Town of Islip has declared a certain building(s) and real property situated at 277 Ocean Avenue, Islip, Town of Islip, County of Suffolk, State of New York, to be unsafe, hazardous and a public nuisance the result of being vacant and unsecured, with evidence of unauthorized entry, high grass, overgrown vegetation and litter and debris on the premises; and

WHEREAS, pursuant to Chapter 68, §68-30 and Chapter 32, §32-5 of the Code of the Town of Islip, the said Inspector has caused a Notice directing the removal of the said nuisance to be served upon the owner of the said premises at the last known address of record, Estate of Robert J. Bozzett, and also upon Mr. Cooper, and also upon MERS, and also upon Generation Mortgage Company, and also upon Nationstar Mortgage LLC d/b/a Champion Mortgage Company, and also upon Wilmington Savings Fund Society,, FSB, as Trustee, and also upon Secretary of Housing and Urban Development, and also upon Heather A. Johnson, Esq., Schiller, Knapp, Lefkowitz & Hertz, LLP, by Registered Mail, Return Receipt Requested on December 29, 2020, which Notice directed the commencement of the removal of said nuisance within five (5) days after service of the Notice and completion of removal prior to January 12, 2021; and

WHEREAS, pursuant to Chapters 68 and 32 of the Code of the Town of Islip, the said Inspector has caused a Notice directing the removal of the said nuisance to be posted in a conspicuous place on the said premises on December 29, 2020, which Notice directed the commencement of the removal of said nuisance within (five) days after service of the Notice and completion of removal prior to January 12, 2021; and

WHEREAS, said Notice specified that in the event the nuisance was not voluntarily removed within the time specified, a Hearing would be held before the Town Board of the Town of Islip on January 12, 2021, at Islip Town Hall, via Zoom Webinar (subject to change), at 2:00 p.m. to determine whether the removal of the described nuisance should be accomplished by the Town of Islip, and allow any interested person to have an opportunity to present evidence in opposition to the Inspector’s determination; and

WHEREAS, at the time and place specified for the Hearing, the Town Board has received evidence supporting the Inspector's determination that the described premises constitutes a nuisance, that due notice of the nuisance has been posted on the premises and that no action has been taken to remove the described nuisance and that the Town of Islip should undertake the task of removing the said nuisance; and

WHEREAS, at the time of said Hearing no evidence was adduced to support a contrary determination,

NOW, THEREFORE, UPON a motion by Councilperson _____,
seconded by Councilperson _____; be it

RESOLVED, that the Inspector be and he hereby is authorized to order that the work be done to secure the building(s), to HUD standards, to wit: 5/8 inch plywood, painted gray and bolted from the interior and cut and remove the high grass and overgrown vegetation from the property and remove all litter and debris (including any and all unregistered vehicles/boats/trailers), by the lowest responsible bidder, and be it

FURTHER RESOLVED, that upon receipt of additional complaints pertaining to the nuisance identified herein, upon verification of the existence or recurrence of the said violation(s), and upon confirmation that the premises are owned by the persons or entities previously notified as described herein, that, without further Town Board approval, the Town of Islip or its duly authorized agent may enter upon the premises to insure that the nuisance is abated and that the property is in compliance with the minimum property maintenance standards of all applicable state and local laws, and be it

FURTHER RESOLVED, that all costs and expenses incurred by the Town in connection with the proceeding to remove the said nuisance shall be annexed as a Special Assessment to the property on which the nuisance is located, which property is designated by Suffolk County Tax Map Parcel No. 0500-422.00-01.00-022.000.

UPON a vote being taken, the result was:
(G:\Board up/Clean-up - 277 Ocean Avenue, Islip)

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 authorize the Town Board of the Town of Islip to order that the work be done to clean up the vacant premises located at 406 Higbie Lane, West Islip, NY 11795.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Surrounding area residents and travelers of Location
 2. Site or location effected by resolution: 406 Higbie Lane, West Islip, NY 11795
 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 (8). SEQr review complete.
- ☐ Action not listed as Type 1 or Type II under Part 617 of the NYCRR. Short EAF required.
-


Signature of Commissioner/Department Head Sponsor

12/29/2020
Date

January 12, 2021

WHEREAS, numerous reports and complaints regarding high grass, overgrown vegetation and litter and debris on property located at 406 Higbie Lane, West Islip, Town of Islip, County of Suffolk, State of New York, SCTM No. 0500-413.00-01.00-038.001, have been received by the Town; and

WHEREAS, Town employees have verified the existence of said nuisance on the premises; and,

WHEREAS, pursuant to Chapter 32 §32-5 of the Code of the Town of Islip, the Town Attorney has caused a Notice directing the removal of the said nuisance to be served upon the owner(s) of the property at the last known mailing address of record, Christopher McCorvey, and also upon Deutsche Bank National Trust Co., and also upon Ocwen Loan Servicing LLC and also upon Guardian Asset Management, by Certified Mail, Return Receipt requested on December 29, 2020, which Notice directed the commencement of the removal of said nuisance within five (5) days after service of the notice and completion of removal prior to January 12, 2021; and

WHEREAS, pursuant to Chapter 32 of the Code of the Town of Islip, the Town Attorney has caused a Notice directing the removal of the said nuisance to be posted in a conspicuous place on the said premises on December 29, 2020, which Notice directed the commencement of the removal of said nuisance within five (5) days after service of the Notice and completion of removal prior to January 12, 2021, and

WHEREAS, said Notice specified that in the event the nuisance was not voluntarily removed within the time specified, a Hearing would be held before the Town Board of the Town of Islip on Tuesday, January 12, 2021, at Islip Town Hall, via Zoom Webinar (subject to change), at 2:00 P.M. to determine whether the removal of the described nuisance should be accomplished by the Town of Islip, and allow any interested person to have an opportunity to present evidence in opposition to the Town's determination; and

WHEREAS, at the time and place specified for the Hearing, the Town Board has received evidence supporting the Town's determination that the described premises constitutes a nuisance, that due notice of the nuisance has been posted on the premises and that no action has been taken to remove the

described nuisance and that the Town of Islip should undertake the task of removing the said nuisance;
and

WHEREAS, at the time of said Hearing, no evidence was adduced to support a contrary
determination,

NOW, THEREFORE, UPON a motion by Councilperson _____,
seconded by Councilperson _____; be it

RESOLVED, that the Town Attorney be and he hereby is authorized to order that the work be
done to cut and remove the high grass and overgrown vegetation from the property along with all litter
and debris (including any and all unregistered vehicles/boats/trailers), and be it

FURTHER RESOLVED, that upon receipt of additional complaints pertaining to the nuisance
identified herein, upon verification of the existence or recurrence of the said violation(s), and upon
confirmation that the premises are owned by the persons or entities previously notified as described
herein, that, without further Town Board approval, the Town of Islip or its duly authorized agent may
enter upon the premises to insure that the nuisance is abated and that the property is in compliance with
the minimum property maintenance standards of all applicable state and local laws, and be it

FURTHER RESOLVED, that all costs and expenses incurred by the Town in connection with
the proceeding to remove the said nuisance shall be annexed as a Special Assessment to the property on
which the nuisance is located, which property is designated by Suffolk County Tax Map Parcel No. 0500-
413.00-01.00-038.001.

UPON a vote being taken, the result was:
(G: Clean Up - 406 Higbie Lane, West Islip)

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 authorize the Town Board of the Town of Islip to order that the work be done to board up the vacant premises located at 1245 Brookdale Avenue, Bay Shore, NY 11706.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Surrounding area residents and travelers of Location
 2. Site or location effected by resolution: 1245 Brookdale Avenue, Bay Shore, NY 11706
 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 (1) _____. SEQr review complete.
- ☐ Action not listed as Type 1 or Type II under Part 617 of the NYCRR. Short EAF required.
-

Tamara L. Gevill
Signature of Commissioner/Department Head Sponsor

12/29/2020
Date

January 12, 2021

WHEREAS, the Chief Building Inspector or Authorized Agent (the “Inspector”) of the Town of Islip has declared a certain building(s) and real property situated at 1245 Brookdale Avenue, Bay Shore, Town of Islip, County of Suffolk, State of New York, to be unsafe, hazardous and a public nuisance the result of being vacant and unsecured, with evidence of unauthorized entry on the premises; and

WHEREAS, pursuant to Chapter 68, §68-30 of the Code of the Town of Islip, the said Inspector has caused a Notice directing the removal of the said nuisance to be served upon the owner of the said premises at the last known address of record, Estate of William Ryan, by Registered Mail, Return Receipt Requested on December 29, 2020, which Notice directed the commencement of the removal of said nuisance within five (5) days after service of the Notice and completion of removal prior to January 12, 2021; and

WHEREAS, pursuant to Chapter 68 of the Code of the Town of Islip, the said Inspector has caused a Notice directing the removal of the said nuisance to be posted in a conspicuous place on the said premises on December 29, 2020, which Notice directed the commencement of the removal of said nuisance within (five) days after service of the Notice and completion of removal prior to January 12, 2021; and

WHEREAS, said Notice specified that in the event the nuisance was not voluntarily removed within the time specified, a Hearing would be held before the Town Board of the Town of Islip on January 12, 2021, at Islip Town Hall, via Zoom Webinar (subject to change), at 2:00 p.m. to determine whether the removal of the described nuisance should be accomplished by the Town of Islip, and allow any interested person to have an opportunity to present evidence in opposition to the Inspector’s determination; and

WHEREAS, at the time and place specified for the Hearing, the Town Board has received evidence supporting the Inspector’s determination that the described premises constitutes a nuisance, that due notice of the nuisance has been posted on the premises and that no action has been taken to remove

the described nuisance and that the Town of Islip should undertake the task of removing the said nuisance; and

WHEREAS, at the time of said Hearing no evidence was adduced to support a contrary determination,

NOW, THEREFORE, UPON a motion by Councilperson _____,
seconded by Councilperson _____; be it

RESOLVED, that the Inspector be and he hereby is authorized to order that the work be done to secure the building(s), to HUD standards, to wit: 5/8 inch plywood, painted gray and bolted from the interior, by the lowest responsible bidder, and be it

FURTHER RESOLVED, that upon receipt of additional complaints pertaining to the nuisance identified herein, upon verification of the existence or recurrence of the said violation(s), and upon confirmation that the premises are owned by the persons or entities previously notified as described herein, that, without further Town Board approval, the Town of Islip or its duly authorized agent may enter upon the premises to insure that the nuisance is abated and that the property is in compliance with the minimum property maintenance standards of all applicable state and local laws, and be it

FURTHER RESOLVED, that all costs and expenses incurred by the Town in connection with the proceeding to remove the said nuisance shall be annexed as a Special Assessment to the property on which the nuisance is located, which property is designated by Suffolk County Tax Map Parcel No. 0500-220.00-01.00-010.000.

UPON a vote being taken, the result was:

(G:\Board up - 1245 Brookdale Avenue, Bay Shore)

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

No. 4

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN
COUNCILMAN JAMES P. O'CONNOR

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Comptroller to make all budget adjustments that are deemed necessary to reconcile and close the books to reflect the 2020 operations for the Town of Islip.

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:

Joseph Ludwig

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

enclosure:

cc: OLGA H. MURRAY, 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 authorizes the Comptroller to make any and all budget adjustments and journal entries in order to properly reflect the 2020 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:** Town wide
3. **Cost:** None
4. **Budget Line:** Various – as needed
5. **Amount and source of outside funding:** 2020 Operating Budget

ENVIRONMENTAL IMPACT: Is this action subject to a SEQRA environmental review?

_____ **Yes** under Section I, Sub. A., Number ____ of Town of Islip 617 Check List, an environmental review is required.

 X **No** under Section II, Sub. ____, Number ____ of Town of Islip 617 Check List, no environmental review is required.

Signature of Commissioner/Department Head Sponsor.

Date

11/5/21

January 12, 2021

WHEREAS, the Town of Islip's 2020 fiscal year ended on December 31, 2020 and:

WHEREAS, there is activity that occurs subsequent to the calendar year end and is related to the 2020 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, 2020.

Upon a vote being taken, the result was:

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

No. 5

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN
COUNCILMAN JAMES P. O'CONNOR

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Appropriation Transfers.

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:

Joseph Ludwig

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

enclosure:

cc: OLGA H. MURRAY, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

~~Resolution Authorizing Appropriation Transfers~~

Resolution prepared on December 28, 2020 for (department) DPW approved by Commissioner/Department Head
(print name & sign) Thomas Owens and Comptroller _____ : at the Town Board Meeting on
(date) 1/2/21, on a motion by Councilperson _____, seconded by Councilperson _____,
it was RESOLVED that the Comptroller is authorized to make the transfer(s) listed below.

Increase

[illegible]

<u>Account Title</u>	<u>Account Number</u>	<u>Amount</u>
Laborer	A.1630.15660	31,821.92
		31,821.92

Justification: Transfer open position from Traffic Safety to the Maintenance Dept.

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. 6

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN
COUNCILMAN JAMES P. O'CONNOR

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to accept a grant offer from the New York State Department of Transportation for work at Long Island MacArthur Airport described as "Rehabilitate Reconstruct West Terminal Apron including Markings".

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:

Shelley LaRose

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

enclosure:

cc: OLGA H. MURRAY, 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 authorize the Supervisor, on behalf of the Town of Islip, to accept a grant offer from the New York State Department of Transportation (NYSDOT) for work at the Long Island MacArthur Airport described as: Rehabilitate Reconstruct West Terminal Apron Including Markings ((19,057 SY (Base 15,900 SY & ADD Alternate 3,157 FY))—Construction. PIN 0A04.14 (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: TBD
 5. Amount and source of outside funding: \$300,278.00; NYSDOT
-

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

12/21/2020

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 Reconstruct West Terminal Apron Including Markings ((19,057 SY (Base 15,900 SY & ADD Alternate 3,157 FY))—Construction. PIN 0A04.14 (the Project).

WHEREAS, the NYSDOT has offered a matching grant to federal grant 3-36-0046-105-20 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): \$5,405,000.00; State \$300,278.00; Local \$300,277.00; for a Total Project Cost: \$6,005,555; 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. 7

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN
COUNCILMAN JAMES P. O'CONNOR

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Bid Awards.

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:

Michael Rand

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

enclosure:

cc: OLGA H. MURRAY, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

BIDS TO BE AWARDED

- | | | |
|----|--------------------------------------|--------------------------------|
| 1. | HOLDING TANK WASTE & DISPOSAL | -Direct Drainage, Inc. |
| 2. | AUTOMOTIVE HEATING & COOLING SYSTEMS | -Suffolk County Brake Srv. Inc |
| 3. | STREET LIGHT MATERIALS | -City Energy
-MagniFlood |

NO: 1 HOLDING TANK WASTE AND DISPOSAL

BID PRICE: A. MAINLAND TANKS
1. \$90.00/tank (0-1000 gallons) removal
2. \$84.00/tank (0-1000 gallons) disposal

LOWEST RESPONSIBLE BIDDER: Direct Drainage, Inc.

COMPTITIVE BID: Yes – November 18, 2020

BUDGET ACCOUNT NUMBER: A 7220.4-4080

ANTICIPATED EXPENDITURE: \$15,000.00

DEPARMENT: Parks, Recreation & Cultural Affairs

JUSTIFICATION OF NEED: To pump out waste at the pump out stations.

WHEREAS, the Town solicited competitive bids for the purchase of HOLDING TANK WASTE & DISPOSAL, CONTRACT #1120-06; and

WHEREAS, on November 18, 2020 sealed bids were opened and Direct Drainage, Inc., 363 N. Dunton Ave., E. Patchogue, NY 11772 submitted the apparent low dollar bid; and

WHEREAS, Direct Drainage, 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 Direct Drainage, Inc. in the amount of: A. Mainland Tanks 1. \$90.00/tank (0-1000 gallons removal); 2. \$84.00/tank (0-1000 gallons disposal) 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:

HOLDING TANK WASTE &
DISPOSAL

CONTRACT # 1120-06

DATE: NOVEMBER 18, 2020

11:00 A.M.

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.7220.4-4080 ESTIMATED AMOUNT \$15,000.00

DIRECT DRAINAGE INC
363 N DUNTON AVE
E PATCHOGUE NY 11772

award - item A1, 2
SEE ATTACHED SHEET

CLEARBROOK
972 NICOLLS RD
DEER PARK NY 11729

CLEAR RIVER
847 11th STREET
RONKONKOMA NY 11779

SEE ATTACHED SHEET

RUSSELL REID WASTE HAUL. &
DISPOSAL SRV CO INC
200 SMITH ST
KEASBEY NJ 08832

SEE ATTACHED SHEET

ENVIRONMENTAL SRV. INC
40 ZORN BLVD
YAPHANK NY 11980

SEE ATTACHED SHEET

TULLY ENVIRONMENTAL INC
127-50 NORTHERN BLVD
FLUSHING NY 11368

SEE ATTACHED SHEET

IT IS RECOMMENDED TO AWARD TO THE LOWEST RESPONSIBLE BIDDER AS INDICATED.

COMMISSIONER T.OWENS CONCURS.

SIGNED BY:


MICHAEL RAND
DIRECTOR


BARBARA MALTESE
PRINCIPAL OFFICE ASSISTANT

HOLDING TANK WASTE & DISPOSAL #1120-06	DIRECT DRAINAGE	CLEAR RIVER ENVIR.	RUSSELL REID	ENVIRON. SERVICES	TULLY ENVIR.
ITEM #					
A. MAINLAND TANKS					
1. 0-1000 Gallons (removal)	\$90.00/tank	\$195.00/tank	\$213/tank	\$230.00/tank	\$225.00/tank
2. 0-1000 Gallons (disposal)	\$84.00/tank	\$84/tank	\$84/tank	\$160.00/tank	\$84.00/tank
B. ATLANTIQUE, F. I TANK					
1. 0-1000 Gallons (removal)	\$90.00/tank	\$2,700.00/tank	\$214/tank	NO BID	NO BID
2. 0-1000 Gallons (disposal)	\$84.00/tank	\$85.00/tank	\$84/tank	NO BID	NO BID

NO: 2

BID PRICE: A. Radiator/Ht. Coils
 1. 35%/disc. (parts)
 2. \$79/hr. (labor)

B. Air Conditioning
1. 35%/disc. (parts)
2. \$79/hr. (labor)

LOWEST RESPONSIBLE BIDDER: Suffolk County Brake Service, Inc.

COMPETITIVE BID: Yes – November 18, 2020

BUDGET ACCOUNT NUMBER: A1640.4-4119
DB 1640.4-4120

ANTICIPATED EXPENDITURE: \$10,000.00

DEPARTMENT: Public Works

JUSTIFICATION OF NEED: To provide for the repair of automotive heating & cooling systems in Town vehicles (automobiles; light, medium and heavy-duty trucks; heavy construction equipment).

WHEREAS, the Town solicited competitive bids for the purchase of AUTOMOTIVE HEATING & COOLING SYSTEMS, CONTRACT #1120-103; and

WHEREAS, on November 18, 2020 sealed bids were opened and Suffolk County Brake Service, Inc., 862 Lincoln Ave., Bohemia, NY 11716 submitted the apparent low dollar bid; and

WHEREAS, Suffolk County Brake Service, 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
in the amount of: A. Radiator/Ht. Coils 1. 35%/disc. (parts), 2. \$79/hr. (labor); B. Air
Conditioning 1. 35%/disc. (parts), 2. \$79/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:

AUTOMOTIVE HEATING &
HEATING SYSTEMS

CONTRACT # 1120-103

DATE: NOV. 18, 2020

11:00 A.M.

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.1640.4-4119; DB 1640.4-4120 ESTIMATED AMOUNT \$10,000.00

ACME RADIATOR & GLASSWORKS
49 CARLETON AVE
ISLIP TERRACE NY 11752

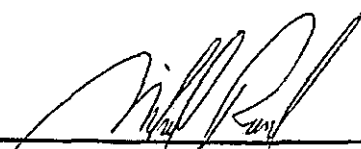
A. Radiator/Ht. Coils	B. Air Conditioning
1. 25%/disc. (parts)	1. 25%/disc. (parts)
2. \$100.00/hr (labor)	2. \$100.00/hr. (labor)

SUFFOLK COUNTY BRAKE SRV
862 LINCOLN AVE
BOHEMIA NY 11716

A. Radiator/Ht. Coils	B. Air Conditioning
1. 35%/disc. (parts)	1. 35%/disc. (parts)
2. \$79/hr. (labor)	2. \$79/hr. (labor)

IT IS RECOMMENDED TO AWARD TO THE LOWEST RESPONSIBLE BIDDER AS INDICATED.
COMMISSIONER T. OWENS CONCURS.

SIGNED BY:


MICHAEL RAND
DIRECTOR


BARBARA MALTESE
PRINCIPAL OFFICE ASSISTANT

NO: 3 STREET LIGHT MATERIALS

BID PRICE: Various Prices as per Bid Items Poles through Bay Shore
Marina Dock Pole

LOWEST RESPONSIBLE BIDDER: City Energy
MagniFlood

COMPETITIVE BID: Yes – October 21, 2020

BUDGET ACCOUNT NUMBER: SL 5182.4-1770

ANTICIPATED EXPENDITURE: \$150,000.00

DEPARTMENT: Public Works

JUSTIFICATION OF NEED: Street lights supplies and inventory.

PLEASE NOTE: Best Led Group and Solar Max Led Lighting, the low dollar
bidders on certain items were disqualified as they did not bid according
to Town specifications, i.e., wattages.

WHEREAS, the Town solicited competitive bids for the purchase of STREET LIGHT MATERIALS, CONTRACT #1120-154; and

WHEREAS, on October 21, 2020 sealed bids were opened and City Energy Services, 80 Orville Dr., Ste 100, Bohemia, NY 11716 and MagniFlood, Inc., 7200 New Horizons Blvd., No. Amityville, NY 11701 submitted the apparent low dollar bids; and

WHEREAS, City Energy Services and MagniFlood, Inc. have been determined to be a 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 the following bidders as per the following bid items:

City Energy Services – items Poles #401 through 406-BR; Brackets 415-8HD through 428; Horizontal Luminaires 420-15L through 420-140L; Residential Post Top Luminaires 422-S5 through 422-S8; Decorative Post Top Luminaires 423-BPT-IND, 424-IS-IND, 4224-SVL-IND; Decorative Luminaires 805, A, B; H. D. Floodlights 425-HPS through 425-MH;

MagniFlood – items Decorative Post Top Luminaires 423-B5-IND, 424-BP-IND, 444; Decorative Luminaires C; Bay Shore Marina Dock Pole and Luminaire 429-85-IND through 429-100-IND

for one (1) year 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:

s/street light material reso 2020

STREET LIGHT
MATERIALS

CONTRACT # 1120-154

DATE: OCT. 21, 2020

11:00 A.M.

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 # SL 5182.4-1770 ESTIMATED AMOUNT \$150,000.00

CITY ENERGY SERVICES
80 ORVILLE DR STE 100
BOHEMIA NY 11716

award - items circled attached
SEE ATTACHED SHEETS

MAGNIFLOOD INC
7200 NEW HORIZONS BLVD
NO AMITYVILLE NY 11701

award - items circled attached
SEE ATTACHED SHEETS

GRAYBAR ELECTRIC CO INC
800 HUYLER STREET
TETERBORO NJ 07069

KELLEY & HAYES
66 SOUTHERN BLVD
NESCONSET NY 11767

BEST LED GROUP
1300 VETS MEM HWY
HAUPPAUGE NY 11788

SEE ATTACHED SHEETS
DID NOT BID ACCORDING TO SPECIFICATIONS

MR JAVIER GODOY GRANADOS
SOLAR MAX LED LIGHTING
3080 12th STREET
RIVERSIDE CA 92507

SEE ATTACHED SHEETS
NOT LICENSED IN NYS
DID NOT BID ACCORDING TO SPECIFICATIONS

IT IS RECOMMENDED TO AWARD TO THE LOWEST RESPONSIBLE BIDDER AS INDICATED.
COMMISSIONER T. OWENS CONCURS.

SIGNED BY:


MICHAEL RAND
DIRECTOR


BARBARA MALTESE
PRINCIPAL OFFICE ASSISTANT

STREET LIGHT MAT'L	CITY	MAGNI-	BEST LED	SOLARMAX
CONTRACT #1120-154	ENERGY	FLOOD	GROUP	LED
ITEM # POLES				
401	\$1,018.50	NO BID	NO BID	NO BID
401 Twin	\$1,147.75	NO BID	NO BID	NO BID
401-PCT-8	\$1,938.56	NO BID	NO BID	NO BID
401-PCT-12	\$2,350.00	NO BID	NO BID	NO BID
401-PCT-15	\$2,399.00	NO BID	NO BID	NO BID
401-PC-12	\$2,180.00	NO BID	NO BID	NO BID
401-BP-10	\$1,592.00	NO BID	NO BID	NO BID
401-BP-10-P	\$1,725.00	NO BID	NO BID	NO BID
401-BP-12	\$1,630.00	NO BID	NO BID	NO BID
401-BP-12-P	\$1,760.00	NO BID	NO BID	NO BID
401-BP-14	\$1,680.00	NO BID	NO BID	NO BID
401-BPT	\$1,472.00	NO BID	NO BID	NO BID
401-BS-10	\$1,125.00	\$1,145.00	NO BID	NO BID
401-BS-12	\$1,175.00	\$1,195.00	NO BID	NO BID
401-CV	\$1,750.00	NO BID	NO BID	NO BID
401-IS-12	\$1,725.00	NO BID	NO BID	NO BID
402-10 10'	\$550.00	NO BID	NO BID	NO BID
402-12	\$570.00	NO BID	NO BID	NO BID
402-DB	\$500.00	NO BID	NO BID	NO BID
404-AL	\$540.00	NO BID	NO BID	NO BID
405	\$240.00	NO BID	NO BID	NO BID
406	\$350.00	NO BID	NO BID	NO BID
406-BR	\$445.00	NO BID	NO BID	NO BID
BRACKETS				
415-8HD	\$135.00	NO BID	NO BID	NO BID
416-WP-12	\$264.00	NO BID	NO BID	NO BID
416WP-15	\$295.00	NO BID	NO BID	NO BID
416-WR-6	\$235.00	NO BID	NO BID	NO BID
416-WR-8	\$254.00	NO BID	NO BID	NO BID
428	\$635.00	NO BID	NO BID	NO BID
428-Q	NO BID	NO BID	NO BID	NO BID
HORIZONTAL LUMINAIRES				
420-15L	\$119.80	NO BID	\$101.00	\$107.91
420-25L	\$122.00	NO BID	\$106.00	\$110.36
420-58L	\$180.00	NO BID	\$128.00	\$117.24
420-90L	\$206.00	NO BID	\$189.00	\$151.92
420-140L	\$260.00	NO BID	\$335.00	\$182.87

ITEM #	CITY	MAGNI-	BET LED	SOLARMAX
	ENERGY	FLOOD	GROUP	LED
RESIDENTIAL POST TOP LUM				
422-S5	\$850.00	NO BID	NO BID	NO BID
422-S7	\$875.00	NO BID	NO BID	NO BID
422-S8	\$925.00	NO BID	NO BID	NO BID
DECORATIVE POST TOP LUM.				
423-BPT-IND	\$1,250.00	NO BID	NO BID	NO BID
423-BS-IND	\$1,315.00	\$915.00	NO BID	NO BID
4230CI-IND	NO BID	NO BID	NO BID	NO BID
423-CV-IND	NO BID	NO BID	NO BID	NO BID
424-BP-IND	\$1,135.00	\$795.00	NO BID	NO BID
424-IS-IND	\$2,450.00	NO BID	NO BID	NO BID
4224-SVL-IND	\$1,385.00	NO BID	NO BID	NO BID
444	\$4,650.00	\$4,150.00	NO BID	NO BID
DECORATIVE LUMINAIRES				
840-EI	\$8,360.00	NO BID	NO BID	NO BID
840-EI-Q	\$12,300.00	NO BID	NO BID	NO BID
840-EI-A	\$2,950.00	NO BID	NO BID	NO BID
805	\$5,950.00	NO BID	NO BID	NO BID
A	\$2,988.00	\$3,555.00	NO BID	NO BID
B	\$3,200.00	\$3,900.00	NO BID	NO BID
C	\$1,350.00	\$755.00	NO BID	NO BID
H.D. FLOODLIGHTS				
425-LS18	NO BID	NO BID	NO BID	NO BID
425-HPS	\$450.00	NO BID	NO BID	NO BID
425-S25	\$450.00	NO BID	NO BID	NO BID
425-S40	\$450.00	NO BID	NO BID	NO BID
425-MH	\$485.00	NO BID	NO BID	NO BID
PARKING/ROADWAY AREA LIGHTS				
426-25	NO BID	NO BID	NO BID	NO BID
426-S40	NO BID	NO BID	NO BID	NO BID
BAY SHORE MARINA DOCK POLE AND LUMINAIRE				
429-85-IND	\$5,375.00	\$4,485.00	NO BID	NO BID
429-90-C	\$5,375.00	\$4,585.00	NO BID	NO BID
429-100-IND	\$5,375.00	\$4,485.00	NO BID	NO BID
STARTING AIDS				
435-25	NO BID	NO BID	NO BID	NO BID
435-40	NO BID	NO BID	NO BID	NO BID

ITEM #	CITY	MAGNI-	BEST LED	SOLARMAX
	ENERGY	FLOOD	GROUP	LED
DECORATIVE BOLLARDS				
501	NO BID	NO BID	NO BID	NO BID
501-A-NL	NO BID	NO BID	NO BID	NO BID
501-B-NL	NO BID	NO BID	NO BID	NO BID

s/street light materials
2020 tab

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

No. 8

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN
COUNCILMAN JAMES P. O'CONNOR

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Option Year Resolutions.

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:

Michael Rand

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

enclosure:

cc: OLGA H. MURRAY, TOWN CLERK
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

OPTION YEAR RESOLUTION

1. SUPPLY & DELIVERY OF GENERAL FILL
& CLAY MATERIAL -Watra! Brothers, Inc.

NO: 1 SUPPLY & DELIVERY OF GENERAL FILL & CLAY MATERIAL

VENDOR: Watral Brothers, Inc.

OPTION: One (1) year

ANTICIPATED EXPENDITURE: \$5,000.00

DEPARTMENT: Environmental Control

JUSTIFICATION OF NEED: Used for cover as cleanfill.

WHEREAS, by a Town Board resolution adopted February 12, 2019, Contract #119-23 for SUPPLY & DELIVERY OF GENERAL FILL & CLAY MATERIAL was awarded to Watral Brothers, Inc., 45 South 4th St., Bay Shore, NY 11706, the lowest responsible bidder.

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 year period.

WHEREAS, the Commissioner of Environmental Control 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 authorizes to exercise the option to renew the contract with Watral Brothers, Inc. (Contract #119-23) for the one (1) year period 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) 224-5515 • FAX: (631) 224-5517

Angie M. Carpenter, Supervisor

TO: Martin Bellow, Comm. Environmental Control

FROM: Barbara Maltese, Principal Office Assistant 

DATE: December 3, 2020

RE: SUPPLY & DELIVERY OF GENERAL FILL & CLAY MATERIAL,
CONTRACT #119-23

The option year for the above mentioned contract is FEBRUARY 12, 2021. Please indicate below your intentions:

We agree with extending the referenced contract

☒

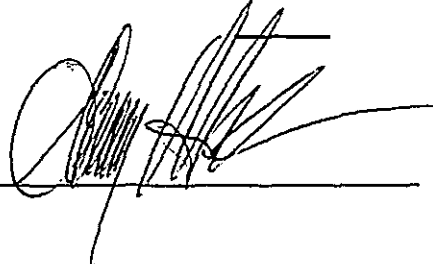
We do not wish to extend this contract

☐

We request that the service/commodity be re-bid

☐

SIGNED



WHEREAS, the Town solicited competitive bids for the purchase of SUPPLY & DELIVERY OF GENERAL FILL & CLAY MATERIAL, CONTRACT #119-23; and

WHEREAS, on January 16, 2019 sealed bids were opened and Watral Brothers, Inc., 45 South 4th St., 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 Councilman John C. Cochrane, Jr.
seconded by Councilwoman 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. \$7.31/ton; 2. \$19.71/ton for two (2) years from date of award with the Town's option to renew for one (1) additional year.

Upon a vote being taken, the result was: carried 5-0

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

No. 9

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN
COUNCILMAN JAMES P. O'CONNOR

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to execute a use and dissemination agreement with the New York State Division of Criminal Justice Services to process criminal history inquiries for employment and/or licensing purposes.

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:

Arthur Abbate

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

enclosure:

cc: OLGA H. MURRAY, 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.

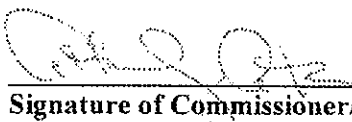
To authorize the Supervisor to execute a use and dissemination agreement with the New York State Division of Criminal Justice Services (DCJS) to process criminal history inquiries for employment and/or licensing purposes.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: the 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

12/15/2020

Date

WHEREAS, the New York State Division of Criminal Justice Services (“DCJS”) is the holder of criminal history and wanted and/or missing persons data; and

WHEREAS, the Town of Islip (“the Town”) seeks continued access to DCJS data files in order to make criminal history inquiries for employment and/or licensing purposes; and

WHEREAS, DCJS has requested that the Town enter into a use and dissemination agreement to continue processing authorized criminal history inquiries by the Town; and

WHEREAS, the Director of Labor Relations recommends entering into a use and dissemination agreement with DCJS;

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

RESOLVED, that the Town Board hereby authorizes the Supervisor to execute a use and dissemination agreement with DCJS to process criminal history inquiries for employment and/or licensing purposes, the form and content of which is subject to the approval of the Town Attorney.

Upon a vote being taken, the result was _____.

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

No. 10

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN
COUNCILMAN JAMES P. O'CONNOR

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Town Board approval to symbolically rename Hopkins Street at Johnson Avenue in Sayville to Boyde A. Kime Corner in honor of U.S. Army Veteran Boyde A. Kime, a local hometown hero.

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:

Peter Kletchka

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

enclosure:

cc: OLGA H. MURRAY, 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 authorize the Town Board to symbolically rename Hopkins Street at Johnson Avenue, Sayville to Boyde A. Kime Corner.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Residents/Family
 2. Site or location effected by resolution: Hopkins Street at Johnson Avenue, Sayville
 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 and 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

12/23/20

Date

January 12, 2021
Resolution #

WHEREAS, the Town Board of the Town of Islip has received a request to enact the symbolic naming of the intersection of Hopkins Street and Johnson Avenue in Sayville in honor of U.S. Army Veteran Boyde A. Kime; and

WHEREAS, the intersection of Hopkins Street and Johnson Avenue in Sayville is dedicated to the town and is under the jurisdiction of the Town of Islip; and

WHEREAS, Boyde A. Kime resided on Johnson Avenue at the corner of Hopkins Street in Sayville until his tragic death during captivity by Japanese forces during World War II.; and

WHEREAS, Boyde A. Kime served in the U.S. Army 60th Coastal Artillery Corps and was stationed in the Philippines during World War II; and

WHEREAS, Boyde A. Kime was taken prisoner by Japanese forces upon the fall of the islands in 1942, was forced to walk in the Bataan Death March and was imprisoned at Camp #8 for two years before perishing as a prisoner on the notorious "Hell Ship" the Arisan Maru after it was torpedoed and sunk in the South China Sea; and

WHEREAS, Boyde A. Kime, was a true hometown hero, who grew up in Sayville and served in the Sayville Fire Department prior to his deployment overseas.

WHEREAS, it is recommendation of the Street Naming Review Committee to symbolically rename Hopkins Street at Johnson Avenue to Boyde A. Kime Corner; and

WHEREAS, adding a memorial sign to Johnson Avenue in Sayville will not change the legal addresses of any residences on this street, nor replace the official name of the roadway.

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

RESOLVED, that the Town Board hereby symbolically names Hopkins Street at Johnson Avenue in Sayville to Boyde A. Kime Corner, in honor of Boyde A. Kime, a local hometown hero; and
be it

FURTHER RESOLVED, that the Town Board authorizes the Town of Islip Department of Public Works to install appropriate memorial signage on Hopkins Street at Johnson Avenue in Sayville with the name of this local hero displayed on it.

UPON A VOTE BEING TAKEN, the result was:

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

No. 11

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN
COUNCILMAN JAMES P. O'CONNOR

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to apply for and accept grant funding from the Suffolk County Office for the Aging for the purpose of providing continued funding for a Residential Program in the Town of Islip.

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:

Thomas Owens

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

enclosure:

cc: OLGA H. MURRAY, 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.

This resolution 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 \$25,000 for the period of January 1, 2021 through December 31, 2021. 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 \$11,414
 4. **Budget Line:** A.7624
 5. **Amount and source of outside funding:** Approximately \$25,000 Suffolk County Office for the Aging
\$2,000 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

Date

12/31/2020

January 12, 2021
Resolution# _____

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 \$25,000 for the period of January 1, 2021 through December 31, 2021; 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, and

NOW, THEREFORE, on motion by Councilperson

seconded by Councilperson

, 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, 2021 through December 31, 2021; 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. 12

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN
COUNCILMAN JAMES P. O'CONNOR

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to apply for and accept grant funding from the New York State Environmental Facilities Corporation for the 2021 Clean Vessel Assistance Program to offset operation and maintenance expenses for the Town's pump-out boat and five land based pump-out stations.

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:

Thomas Owens

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

enclosure:

cc: OLGA H. MURRAY, 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 grant funding in the amount of approximately \$15,000.00, from the New York State Environmental Facilities Corporation, for the 2021 Clean Vessel Assistance Program Operation and Maintenance to off-set operation and maintenance expenses for the Town's pump-out boat and five land-based pump-out stations located at East Islip Marina, Browns River East Marina, Bayport, Maple Avenue Dock, Bay Shore and the Atlantique Marina, Fire Island.

SPECIFY WHERE APPLICABLE:

1. **Entity or individual benefitted by resolution:** Town of Islip residents
 2. **Site or location effected by resolution:** Town of Islip
 3. **Cost:** 0.00
 4. **Budget Line:** Revenue Account TBD
 5. **Amount and source of outside funding:** Approximately \$15,000.00
-

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

12/31/2020

January 12, 2021
Resolution # _____

WHEREAS, the Town of Islip operates and maintains a pump-out boat and five land-based pump-out stations for the use of its residents; and

WHEREAS, the aforementioned pump-out boat and facilities are operated by the Town of Islip Department of Parks and Recreation; and

WHEREAS, the Town of Islip is eligible for grant funding from the New York State Environmental Facilities Corporation to off-set the costs of operation and maintenance expenses related to the pump-out boat and five land-based pump-out stations located at East Islip Marina, Browns River East Marina, Bayport, Maple Avenue Dock, Bay Shore and the Atlantique Marina, Fire Island.

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

RESOLVED, that the Supervisor is hereby authorized to apply for and accept grant funding in the amount of approximately \$15,000.00 from the New York State Environmental Facilities Corporation for the 2021 Clean Vessel Assistance Program Operation and Maintenance to off-set operation and maintenance expenses for the Town's pump-out boat and five land-based pump-out stations; be it further

RESOLVED, that the Supervisor is hereby authorized to execute any and all necessary documentation attendant to such grant funding; and be it further

RESOLVED, that the Comptroller is hereby authorized to make any and all budgetary adjustments and accounting entries to facilitate the acceptance of such grant funding.

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

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

No. 13

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN
COUNCILMAN JAMES P. O'CONNOR

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to execute any and all documents necessary to apply for and accept funding from the U.S. Department of the Treasury through the Consolidated Appropriations Act of 2021 for the purpose of Emergency Rental Assistance.

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:

James Bowers, Esq.

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

enclosure:

cc: OLGA H. MURRAY, 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.

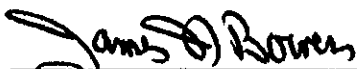
Resolution to apply for and accept funding from the U.S. Department of the Treasury through the Consolidated Appropriations Act of 2021 for the purpose of Emergency Rental Assistance.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Town of Islip
 2. Site or location effected by resolution: Town wide program
 3. Cost: TBD
 4. Budget Line: TBD
 5. Amount and source of outside funding: TBD
-

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

1.6.2021

Date

WHEREAS, the purpose of the application is to apply for and accept funding from the U.S. Department of the Treasury being made available through Consolidated Appropriations Act of 2021 signed into law on December 27, 2020; and

WHEREAS, the Town of Islip is an eligible Unit of Local Government; and

WHEREAS, the Board of Directors and staff of the Town of Islip Community Development Agency, will be comply with all program regulatory requirements; and

WHEREAS, the goal of the Consolidated Appropriations Act of 2021 is to provide Emergency Rental Assistance to Eligible Households; and

WHEREAS, the Consolidated Appropriations Act of 2021 provides \$23.7 billion in funding to the entire nation, specific funding amount being appropriated to the Town of Islip is currently unknown; and

WHEREAS, the Town of Islip Community Development Agency has been directed by the Town to administer such funds when known for eligible program projects, initiatives and related services;

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

RESOLVED, that the Islip Town Board has granted authority to accept the application to apply for and receive funding from the U.S. Department of the Treasury being made available through Consolidated Appropriations Act of 2021 signed into law on December 27, 2020; and be it further

RESOLVED, that the proposed budget when known for the program and strategies implemented by the Town of Islip Community Development Agency be accepted; and be it further

RESOLVED, that the Supervisor or her designee be authorized to execute any and all documents required to implement the application, apply for and accept funding from the U.S. Department of the Treasury through the Consolidated Appropriations Act of 2021,

Upon a vote being taken, the result was:

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

No. 14

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN
COUNCILMAN JAMES P. O'CONNOR

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to extend the current contract with Seamless Docs to create an electronic submission system to be used through the Town's website.

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:

Olga H. Murray

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

enclosure:

cc: OLGA H. MURRAY, 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.


Authorize the supervisor, on behalf of the Town of Islip, to execute any and all documents, subject to approval of the Town Attorney, to extend the current contract with SeamlessDocs for one additional year, through January 31, 2022 in the amount of \$17,000.00 per a year to continue an electronic submission system.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Town Clerk
 2. Site or location effected by resolution: Town Clerk
 3. Cost: 17,000.00
 4. Budget Line: A.1410.450000
 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

1/4/2021

Date

January 12, 2021
Resolution No. _____

WHEREAS, the Town Clerk's Office is an administrative branch of the Town of Islip (the "Town") government pursuant to NYS Town Law Section 20; and

WHEREAS, the Town Clerks Office requires a service to facilitate the electronic submission of its application and forms from the constituents of the Town; and

WHEREAS, on December 17, 2019, the Town Board by Resolution No. 38 authorized the Supervisor to execute a contract with SeamlessDocs for the professional services to create an electronic submission system to be used through the Town's website not to exceed \$24,495.00 in the first year; and

WHEREAS, pursuant to the contract the Town may exercise an option year at the Town's sole discretion up to one additional year at a cost not to exceed \$17,000.00.

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

RESOLVED, that the Supervisor is hereby authorized to execute any and all documents, subject to approval of the Town Attorney, to extend the current contract with SeamlessDocs for one additional year through January 31, 2022 in the amount of \$17,000.00 per year to continue to provide an electronic submission system.

Upon a vote being taken, the result was:

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

No. 15

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN
COUNCILMAN JAMES P. O'CONNOR

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

**Town Board approval extending the Planning Department's ability to
issue temporary outdoor dining permits through April 1, 2021.**

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:

Ron Meyer

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

enclosure:

cc: OLGA H. MURRAY, 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 extends the authorization granted to the Town of Islip Department of Planning and Development to issue temporary outdoor dining permits through April 1, 2021, in accordance with all requirements and restrictions contained in the resolution adopted June 15, 2020.

SPECIFY WHERE APPLICABLE:

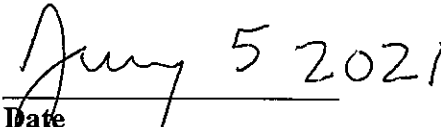
1. Entity or individual benefitted by resolution: Restaurants and bars in the Town of Islip, and Town
 2. Site or location effected by resolution: Town-wide
 3. Cost: N/A
 4. Budget Line: N/A
 5. Amount and source of outside funding: N/A
-

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 21. 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, on January 30, 2020, the World Health Organization designated the novel coronavirus, COVID-19, outbreak as a Public Health Emergency of International Concern; and

WHEREAS, on March 7, 2020, New York State Governor Andrew Cuomo issued Executive Order Number 202, declaring a State disaster emergency for the entire State of New York to address the threat that COVID-19 poses to the health and welfare of New York residents and visitors; and

WHEREAS, the Governor of the State of New York has, through the issuance of Executive Orders, authorized continued operation of businesses in the State depending upon the nature of the business, metrics related to infections, hospitalizations and deaths related to the pandemic; and

WHEREAS, the Zoning Code of the Town of Islip ("Town") authorizes the use of outside seating and/or outside bar service as an accessory use to a restaurant, a minor restaurant, a bar, a tavern, a nightclub, and a fast-food restaurant, provided that permission is first obtained from the Town Planning Board or the Town Planning Department (depending upon the Zoning District) and provided that the site complies with an applicable Town Code requirements; and

WHEREAS, due to the required and/or recommended social distancing guidelines during the COVID-19 pandemic, the Town Board, by resolution adopted June 15, 2020, authorized the Town Department of Planning and Development the ability to issue temporary outdoor dining permits in accordance with particular requirements and restrictions; and

WHEREAS, that authorization to issue temporary outdoor dining permits has expired; and

WHEREAS, due to the anticipated continuation of COVID-19 related executive orders from the Governor, in order to further assist establishments required to operate at a reduced interior capacity, the Town Board wishes to extend the temporary outdoor dining permitting timeframe until April 1, 2021 or unless state restrictions limiting interior occupancy are repealed; and

WHEREAS, all requirements and restrictions contained in the resolution adopted June 15, 2020 remain in full force and effect; and

WHEREAS, the Commissioner of the Town Department of Planning and Development recommends approval of this resolution extending temporary outdoor dining availability;

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

RESOLVED, that the Town Board hereby authorizes extending the Town Department of Planning and Development's ability to issue temporary outdoor dining permits through April 1, 2021, in accordance with all requirements and restrictions contained in the resolution adopted June 15, 2020.

Upon a vote being taken, the result was:

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

No. 16

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN
COUNCILMAN JAMES P. O'CONNOR

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to enter into an agreement with United Public Safety for Web Based Parking Ticket Issuance for the Enforcement and Collection of Outstanding Town Parking Violations.

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:

Anthony D'Amico

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

enclosure:

cc: OLGA H. MURRAY, 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 authorizes the Supervisor to enter into an agreement with **United Public Safety for Web Based Parking Ticket Issuance Hardware, Software, and Payment Solutions for the Enforcement and Collection of Outstanding Town Parking Violations**, the form and content of which shall be subject to the approval of the Town Attorney.

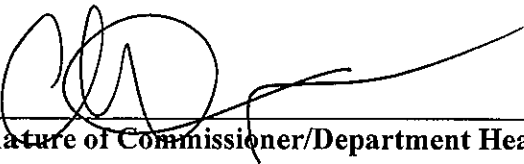
+

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: \$62,200 per year (plus incidental mailings/postage, registration look up, and citation paper)
 4. Budget Line: B1138.45000
 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 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

12/29/2020

Date

Resolution #:

Date:

WHEREAS, the Town of Islip currently has a contract for data processing and collection services to assist in the enforcement of and collection of outstanding Town parking violations with Fundamental Business Services, Inc. ("FBS") 14 Front Street #107, Hempstead NY 11550; and

WHEREAS, said contract is set to expire on April 21, 2021, and it is the recommendation of the Commissioner of Public Safety to decline the Town's five (5) year option to extend the contract with FBS; and

WHEREAS, as such, the Town of Islip ("the Town") advertised a Request for Proposals ("RFP") for Web Based Parking Ticket Issuance Hardware, Software, and Payment Solutions for the Enforcement and Collection of Outstanding Town Parking Violations; and

WHEREAS, two (2) professional service providers submitted a response to the RFP (see attachment "A"); and

WHEREAS, a review committee ("the Committee") was formed to review all proposals received in response to the RFP; and

WHEREAS, the Committee conducted a thorough review of all proposals received and recommends that a professional service agreement be entered into with United Public Safety, 321 Morris Road, Fort Washington, PA 19034, which received the highest allotment of points pursuant to the rating system outlined in the Town's RFP; and

WHEREAS, United Public Safety has been determined to be a responsible proposer who has the necessary qualifications and experience to conduct the work required by the RFP.

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

RESOLVED, that the Supervisor is hereby authorized to execute a professional service agreement with United Public Safety for Web Based Parking Ticket Issuance Hardware, Software, and Payment Solutions for the Enforcement and Collection of Outstanding Town Parking Violations, for approximately \$62,200 per year (plus incidental monthly unit fees of mailings/postage, registration look up, and citation paper), to commence no earlier than April 22, 2021, for the proposed term of three (3) years, with one three (3) year option to extend the Agreement at the Town's sole option, 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 and budgetary amendments necessary to amend the budget in accordance with the terms of the professional services agreement once finalized and executed.

Upon a vote being taken, the result was _____

Attachment "A"

FIRM	POINTS
United Public Safety	94
Meter Feeder, Inc.	76

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

No. 17

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN
COUNCILMAN JAMES P. O'CONNOR

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to extend the current contract with Door Automation Corp. to continue to provide repair and maintenance to the automatic doors at Long Island MacArthur Airport.

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:

Shelley LaRose

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

enclosure:

cc: OLGA H. MURRAY, 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 authorize the Supervisor, on behalf of the Town of Islip, to execute any and all documents, subject to approval of the Town Attorney to extend the current contract with Door Automation Corp. for one additional year, option year four, through February 2, 2022 in the amount of \$15,700.00 to continue to provide repair and maintenance to the automatic doors.

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: \$15,700.00
 4. Budget Line: CT5610.4-4300
 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

12/21/2020

Date

January 12, 2021
Resolution #

WHEREAS, the Department of Aviation and Transportation previously solicited sealed bids for the Automatic Door Maintenance and Repair at Long Island MacArthur Airport; and

WHEREAS, the automatic doors ("Auto Doors") in the main terminal building at the airport are in need of repair and maintenance as a result of normal wear and tear; and

WHEREAS, Door Automation Corp. of 2700 Shames Drive, Westbury, New York 11590, was the sole bidder in which the Town of Islip deemed beneficial to the Town; and

WHEREAS, on October 18, 2016 the Town Board by Resolution No. 24 authorized the Supervisor to execute a contract with Door Automation Corp. for a total bid price of \$89,911.25 for one year (1) with four (4) option years, plus additional surcharges for out-of-hours and weekend work, when required; and

WHEREAS, said contract permitted the Town to exercise additional option periods at the Town's sole discretion for an additional year up to a maximum of four years; and

WHEREAS, on November 19, 2019 the Town Board by Resolution No. 25 authorized the Supervisor to exercise option year three to extend the current contract with Door Automation Corp. through February 2, 2021 in the amount of \$15,700.00; and

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

RESOLVED, that the Supervisor is hereby authorized to execute any and all documents, subject to approval of the Town Attorney, to extend the current contract with Door Automation Corp. for one additional year, option year four, through February 2, 2022 in the amount of \$15,700.00 to continue to provide repair and maintenance to the automatic doors.

Upon a vote being taken, the result was:

WHEREAS, the Department of Aviation and Transportation previously solicited sealed bids for the Automatic Door Maintenance and Repair at Long Island MacArthur Airport; and

WHEREAS, the automatic doors ("Auto Doors") in the main terminal building at the airport is in need of repair and maintenance as a result of normal wear and tear; and

WHEREAS, Door Automation Corp. of 2700 Shames Drive, Westbury, New York 11590, was the sole bidder in which the Town of Islip deemed beneficial to the Town; and

WHEREAS, on October 18, 2016 the Town Board by Resolution No. 24 authorized the Supervisor to execute a contract with Door Automation Corp. for a total bid price of \$89,911.25 for one year (1), with four (4) option years, plus additional surcharges for out-of-hours and weekend work, when required, which bid accounted for a bid price of \$15,700.00 in the first year; and

WHEREAS, said contract permitted the Town to exercise the additional option periods at the Town's sole discretion for an additional year up to a maximum of four years; and

WHEREAS, option year one (1) was exercised; and

WHEREAS, on March 19, 2019 the Town Board by Resolution No. 38 authorized the Supervisor to exercise to extend the current contract with Door Automation Corp. for the extension of option terms through February 3, 2020 in the amount of \$15,700.00 per year to continue to provide repair and maintenance to the automatic doors (option year two (2)).

NOW THEREFORE be it, on motion of Council Trish Bergin, seconded by Council Mary Kate Mullen, be it Weichbrodt

RESOLVED, that the Supervisor is hereby authorized to execute any and all documents, subject to approval of the Town Attorney, to extend the current contract with Door Automation Corp. for one additional year, option year three, through February 2, 2021 in the amount of \$15,700.00 per year to continue to provide repair and maintenance to the automatic doors.

Upon a vote being taken, the result was: carried 5-0

WHEREAS, the Town of Islip owns, operates and maintains the Long Island MacArthur Airport ("LIMA"), a CFR Part 139 certificated airport with commercial (air carrier) and general aviation operations; and

WHEREAS, the automatic entry system ("Door System") of the main terminal building at the airport is in need of repair and maintenance as a result of normal wear and tear; and

WHEREAS, the Department of Aviation and Transportation prepared and advertised a bid for Contract LIMA 2016-003, Automatic Door Preventative Maintenance and Repair at Long Island MacArthur Airport; and

WHEREAS, bids were advertised twice and opened on September 29, 2016; and

WHEREAS, upon review of the bids, Door Automation Corp., located at 1800 Access Road, Oceanside NY 11572, was the sole bidder with a bid price of \$89,911.25 for one (1) year, with four (4) option years, plus additional surcharges for out-of-hours and weekend work, when required; and

WHEREAS, Door Automation Corp. has been determined to be a responsible bidder; and

WHEREAS, the Commissioner of the Department of Aviation and Transportation, hereby recommends award of contract LIMA 2016-003 to Door Automation Corp.,

Now, therefore, on a motion by Councilperson Trish Bergin Weichbrodt
by Councilperson John C. Cochrane, Jr.,

be it

RESOLVED, that the Supervisor is authorized to execute a contract with Door Automation Corp., (the lowest responsible bidder) for Contract LIMA 2016-003, Maintenance and Repair of the Door System at Long Island MacArthur Airport, in the amount of \$89,911.25, for one (1) year, with four (4) option years, plus additional surcharges for out-of-hours and weekend work, when required.

Upon a vote being taken, the result was: carried 5-0

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

No. 18

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN
COUNCILMAN JAMES P. O'CONNOR

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Town Board to symbolically rename East Farmingdale Street at Connetquot Avenue in Islip Terrace to Sgt. Lawrence A. Guanieri Way.

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:

Peter Kletchka

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

enclosure:

cc: OLGA H. MURRAY, 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 authorize the Town Board to symbolically rename East Farmingdale Street at Connetquot Avenue in Islip Terrace to Sgt. Lawrence A. Guanieri Way.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Residents/Family
2. Site or location effected by resolution: East Farmingdale Street at Connetquot Avenue,
Islip Terrace
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 and 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

12/23/20
Date

January 12, 2021
Resolution #

WHEREAS, the Town Board of the Town of Islip has received a request from Salvatore R. Guanieri to enact the symbolic naming of East Farmingdale Street, in honor of his brother Sgt. Lawrence A. Guanieri; and

WHEREAS, East Farmingdale Street is a town dedicated road under the jurisdiction of the Town of Islip; and

WHEREAS, Lawrence A. Guanieri resided on East Farmingdale Street in Islip Terrace until he succumbed to a Line of Duty death after a long illness; and

WHEREAS, Lawrence A. Guanieri served in the New Jersey Port Authority Police Department, who after the September 11th Terrorist Attack, spent many hours participating in the recovery efforts after the heinous act; and

WHEREAS, Lawrence A. Guanieri, passed away from a long illness, which is believed to have been caused by his exposure from the World Trade Disaster; and

WHEREAS, Lawrence A. Guanieri, was a true hometown hero, who rose to the rank of sergeant in the New Jersey Port Authority Police Department; and

WHEREAS, it is recommendation of the Street Naming Review Committee to symbolically rename East Farmingdale Street "Sgt. Lawrence A. Guanieri Way"; and

WHEREAS, adding a memorial sign to East Farmingdale Street at Connetquot Avenue in Islip Terrace will not change the legal addresses of any residences on this street, nor replace the official name of the roadway.

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

RESOLVED, that the Town Board hereby symbolically names East Farmingdale Street in Islip Terrace "Sgt. Lawrence A. Guanieri Way", in honor of Lawrence A. Guanieri, a local hometown hero; and be it

FURTHER RESOLVED, that the Town Board authorizes the Town of Islip Department of Public Works to install appropriate memorial signage on East Farmingdale Street at Connetquot Avenue with the name of this local hero displayed on it.

UPON A VOTE BEING TAKEN, the result was:

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

No. 19

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN
COUNCILMAN JAMES P. O'CONNOR

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

**Town Board acceptance of FAA Airport Improvement Program Grants;
NYS and Suffolk County grant funds and collect Passenger Facility
Charges for 2021.**

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:

Shelley LaRose

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

enclosure:

cc: OLGA H. MURRAY, 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 authorize the Supervisor, on behalf of the Town of Islip, to accept Federal Aviation Administration - Airport Improvement Program Funding, New York State and Suffolk County Grant Funding, and collect Passenger Facility Charges for 2021.

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: TBD
 5. Amount and source of outside funding: TBD; FAA, NYS, Suffolk County, PFC
-

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

- ☐ Type I 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

12/18/2020

Date

January 12, 2021
Resolution #

RESOLUTION authorizing the Town of Islip to accept Federal Aviation Administration (“FAA”) – Airport Improvement Program (AIP) Funding, New York State and Suffolk County Grant Funding and collect Passenger Facility Charges (PFC) for 2021.

WHEREAS, the Town of Islip owns and operates Long Island MacArthur Airport (“ISP”) and the Bayport Aerodrome (23N) (collectively the “Airports”); and

WHEREAS, the Airports qualify for funding from the FAA, New York State, Suffolk County; and

WHEREAS, ISP is eligible to collect Passenger Facility Charges (PFC); and

WHEREAS, the Town of Islip, Department of Aviation and Transportation has made application for said funding;

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

RESOLVED, that the Supervisor is hereby authorized to accept FAA Airport Improvement Program (AIP) grants; New York State and Suffolk County grant funds and collect Passenger Facility Charges (PFC) for 2021; including execution of any and all agreements, amendments, and modifications; and

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

Upon a vote being taken, the result was:

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

No. 20

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN
COUNCILMAN JAMES P. O'CONNOR

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

To exercise the local option to allow the Assessor to require a renewal application relative to RPTL Sections 467 and 459-c (low-income senior and low-income disability) in certain circumstances as permitted by the "COVID-19 Emergency Eviction and Foreclosure Prevention Act of 2020".

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:

Anne M. Danziger

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

enclosure:

cc: OLGA H. MURRAY, 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.

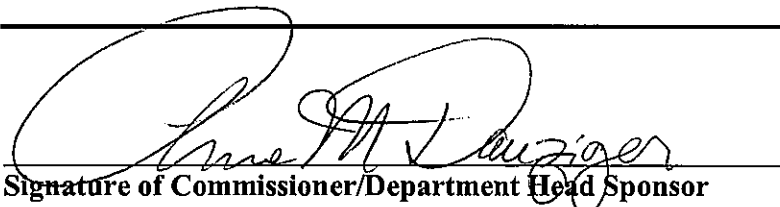
Resolution authorizes the Town Board to exercise the local option under the "COVID-19 Emergency Eviction and Foreclosure Prevention Act of 2020", pertaining to Real Property Tax Law (RPTL) Sections 467 and 459-c (low-income senior and low-income disability), which will allow the Assessor to require a renewal application to be filed by postal mail or electronic means where an owner qualified for the 2020/21 tax year has since changed his or her primary residence, added another owner to the deed, transferred the property to a new owner, or died.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: All TOI taxpayers.
 2. Site or location effected by resolution: Assessor's Office - 40 Nassau Avenue, Islip, NY 11751
 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

January 5, 2021

Date

Date: _____
Resolution No. ____

WHEREAS, in response to a novel new coronavirus, COVID-19, a global pandemic of respiratory disease, posing a serious world public health risk, the New York State Legislature passed and the Governor signed into law the “CO since changed his or her primary residence, added another owner to the deed, transferred the property to a new owner, or died VID-19 Emergency Eviction and Foreclosure Prevention Act of 2020”; and

WHEREAS, Subpart D of the “COVID-19 Emergency Eviction and Foreclosure Prevention Act of 2020” provides that no application for renewal of an exemption granted pursuant to certain provisions of Real Property Tax Law (“RPTL”) Sections 467 and 459-c (low-income senior and low-income disability) is required so long as the taxpayer seeks a renewal of the exemption at the same amount granted for the 2020/21 tax year; and

WHEREAS, Subpart D of the “COVID-19 Emergency Eviction and Foreclosure Prevention Act of 2020” further provides that the Assessor shall make renewal applications available by postal mail or electronic means for those seeking a greater exemption than was approved in the 2020/21 tax year; and

WHEREAS, Subpart D of the “COVID-19 Emergency Eviction and Foreclosure Prevention Act of 2020” further provides that the Town may, by enactment of a resolution, allow the Assessor to require a renewal application to be filed by postal mail or electronic means where an owner who qualified for the exemption for the 2020/21 tax year has since changed his or her primary residence, added another owner to the deed, transferred the property to a new owner, or died; and

WHEREAS, Anne M. Danziger, Assessor, hereby recommends that the Town Board exercise the local option to allow the Assessor to require a renewal application to be filed by postal mail or electronic means where an owner who qualified for the exemption for the 2020/21 tax year has since changed his or her primary residence, added another owner to the deed, transferred the property to a new owner, or died.

NOW, THEREFORE, on motion of _____,

seconded by _____, be it hereby

RESOLVED, that the Town Board hereby exercises the local option to allow the Assessor to require a renewal application relative to RPTL Sections 467 and 459-c (low-income senior and low-income disability) to be filed by postal mail or electronic means where an owner who qualified for the exemption for the 2020/21 tax year has since changed his or her primary residence, added another owner to the deed, transferred the property to a new owner, or died, and;

FURTHER RESOLVED THAT, in the event that the Assessor believes that an owner who qualified for a real property tax exemption pursuant to RPTL Sections 467 and 459-c (low-income senior and low-income disability) for the 2020/21 tax year has since changed his or her primary residence, added another owner to the deed, transferred the property to a new owner, or died, the Assessor shall promptly mail out a renewal application to the address on record.

Upon a vote being taken, the result was:

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

No. 21

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN
COUNCILMAN JAMES P. O'CONNOR

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Acceptance of Grant Funding from the Suffolk County Office for the Aging for the purchase of a 2020/2021 Ford Transit High Roof Extended Length Passenger Van.

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:

Thomas Owens

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

enclosure:

cc: OLGA H. MURRAY, 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 grant funding from the Suffolk County Office for the Aging (herein SCOFA), in the amount of \$54,101, for the purchase of a 2020/21 Ford Transit High Roof Extended Length Passenger Van, to assist in the delivery of nutrition services to its senior citizen residents. The total purchase price is approximately \$56,101.

SPECIFY WHERE APPLICABLE:

1. **Entity or individual benefitted by resolution:** Senior Citizen Residents
 2. **Site or location effected by resolution:** N/A
 3. **Cost:** Approximately \$2,000
 4. **Budget Line:** TBD
 5. **Amount and source of outside funding:** \$54,101 SCOFA
-

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

1/6/2021

Date

January 12, 2021
Resolution# _____

WHEREAS, part of the mission of the Town of Islip Department of Parks, Recreation and Cultural Affairs is to provide nutrition services to senior citizen residents; and

WHEREAS, the Suffolk County Office for the Aging, (herein SCOFA), has identified certain funds in the 2020 Suffolk County Operating Budget for the express intent of reimbursing the Town of Islip for the purchase of a vehicle to assist in the delivery of nutrition services to its elderly residents; and

WHEREAS, the SCOFA has offered to reimburse the Town of Islip a total of \$54,101 for said vehicle purchase;

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

RESOLVED, that the Supervisor is hereby authorized to accept grant funding from the Suffolk County Office for the Aging in the amount of \$54,101 for the purchase of a 2020/21 Ford Transit High Roof Extended Length Passenger Van; and be it also

RESOLVED, that the Supervisor is hereby authorized to execute a grant agreement, and any necessary documentation attendant thereto, with the Suffolk County Office for the Aging for funding of said vehicle, 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. 22

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN
COUNCILMAN JAMES P. O'CONNOR

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to execute a Memorandum of Understanding with Suffolk County to provide meal assistance to individuals and families who cannot access food themselves during the COVID-19 pandemic, at no cost to the Town of Islip.

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:

Thomas Owens

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

enclosure:

cc: OLGA H. MURRAY, 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 authorizes the Supervisor to executed a Memorandum of Understanding with Suffolk County to provide meal assistance to individuals and families who cannot access food themselves during the COVID-19 pandemic, at no cost to the Town of Islip.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Eligible individuals and families in the Town.
 2. Site or location effected by resolution: Various locations throughout the Town
 3. Cost: N/A
 4. Budget Line: N/A
 5. Amount and source of outside funding: The County will provide meals to the Town for delivery.
-

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

- ☐ Type I 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.
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Signature of Commissioner/Department Head Sponsor

1/8/2021

Date

Dated: January 12, 2021
Resolution #

WHEREAS, protecting the health and safety of impacted communities in response to the COVID-19 public health emergency is paramount; and

WHEREAS, due to the impact of the COVID-19 pandemic, Suffolk County has deemed it necessary as an emergency protective measure to provide food to meet the immediate needs of those individuals and families who do not have access to food as a result of COVID-19; and

WHEREAS, Suffolk County has requested that the Town of Islip ("the Town") partner with it to provide assistance to individuals and families by delivering meals to those who cannot access food themselves during the COVID-19 pandemic; and

WHEREAS, Suffolk County will procure and provide boxes of non-perishable food to the Town for delivery to eligible individuals or households; and

WHEREAS, the Town wishes to partner with Suffolk County to deliver meals to individuals and families who cannot access food themselves during the COVID-19 pandemic, at no cost to the Town of Islip;

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

RESOLVED, that the Town Board hereby authorizes the Supervisor to executed a Memorandum of Understanding with Suffolk County to provide meal assistance to individuals and families who cannot access food themselves during the COVID-19 pandemic, at no cost to the Town of Islip.

Upon a vote being taken, the result was _____.