



MEETING OF THE TOWN OF ISLIP
ECONOMIC DEVELOPMENT CORPORATION

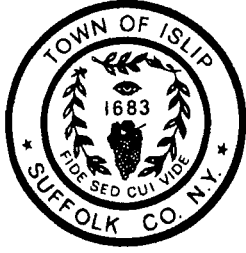
January 24, 2023

Agenda

1. Call the meeting of the Town of Islip Economic Development Corporation to order.
2. To consider the adoption of a Resolution on Behalf of the Town of Islip Economic Development Corporation to approve the **Minutes** from the Meeting of the Members of the Town of Economic Development Corporation on **October 18, 2022**.
3. To consider the adoption of a **Resolution approving the 2023 EDC Meeting Schedule** of the Town of Islip Economic Development Corporation.
4. To consider the adoption of a **Resolution to Appointing Officers** of the Town of Islip Economic Development Corporation as follows: *John C. Cochrane Jr., Secretary to the Corporation, James P. O'Connor, Treasurer of the Corporation, John G. Walser Assistant Secretary of the Corporation, John G. Walser, Compliance Officer of the Corporation.*
5. To consider the adoption of a **Resolution** on behalf of the Town of Islip Economic Development Corporation to adopt an **Audit Committee** in compliance with the Public Authority Accountability Act ("PAAA") and to appoint *John Cochrane, John Lorenzo, and Anne Danziger* to that committee.
6. To consider the adoption of a **Resolution** on Behalf of the Town of Islip Economic Development Corporation to adopt a **Finance Committee** in compliance with the Public Authority Accountability Act ("PAAA") and to appoint *John C. Cochrane Jr., James O'Connor and Robert Kordic* to that committee.
7. To consider the adoption of a **Resolution** on behalf of the Town of Islip Economic Development Corporation to adopt a **Governance Committee** in compliance with the Public Authority Accountability Act ("PAAA") and to appoint *John Cochrane, John Lorenzo and Taryn Jewell* 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 a Resolution Authorizing LIBOR replacement for, United Cerebral Palsy Association of Greater Suffolk, Inc. Bonds.
15. To consider any other business that may come before the corporation.



MEETING OF THE TOWN OF ISLIP

ECONOMIC DEVELOPMENT CORPORATION

January 24, 2023

Minutes

1. Call the meeting of the Town of Islip Economic Development Corporation to order on a motion James O'Connor and seconded by Jorge Guadron. Councilwoman Angie Carpenter acknowledged that the motion passed and quorum was present. Members present in addition to Chairwoman Angie Carpenter were, John Cochrane, James O'Connor, Jorge Guadron and John M. Lorenzo.
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 18, 2022**. On a motion by Jorge Guadron and seconded by John M. Lorenzo said motion was approved 5-0.
3. To consider the adoption of a **Resolution approving** the **2023 EDC Meeting Schedule** of the Town of Islip Economic Development Corporation. On a motion by Chairwoman Angie Carpenter and seconded by John Cochrane said motion was approved 5-0.
4. To consider the adoption of a **Resolution to Appointing Officers** of the Town of Islip Economic Development Corporation as follows: *John C. Cochrane Jr., Secretary to the Corporation, James P. O'Connor, Treasurer of the Corporation, John G. Walser Assistant Secretary of the Corporation, John G. Walser, Compliance Officer of the Corporation.* On a motion by John Cochrane and seconded by James O'Connor said motion was approved 5-0.
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, John Lorenzo, and Anne Danziger* to that committee. On a motion by James O'Connor and seconded by John M. Lorenzo said motion was approved 5-0.
6. To consider the adoption of a **Resolution** on Behalf of the Town of Islip Economic Development Corporation to adopt a **Finance Committee** in compliance with the Public Authority Accountability Act ("PAAA") and to appoint *John C. Cochrane Jr., James O'Connor and Robert Kordic* to that committee. On a motion by John Cochrane and seconded Jorge Guadron said motion was approved 5-0.
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, John*

Lorenzo and Taryn Jewell to that committee. On a motion by James O'Connor and seconded by John Cochrane said motion was approved 5-0.

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. On a motion by John Cochrane and seconded by Jorge Guadron said motion was approved 5-0.
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. On a motion by John Cochrane and seconded by Jorge Guadron said motion was approved 5-0.
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. On a motion by John Cochrane and seconded by Jorge Guadron said motion was approved 5-0.
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. On a motion by John Cochrane and seconded by Jorge Guadron said motion was approved 5-0.
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"). On a motion by John Cochrane and seconded by Jorge Guadron said motion was approved 5-0.
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. On a motion by John Cochrane and seconded by Jorge Guadron said motion was approved 5-0.
14. To consider a Resolution Authorizing LIBOR replacement for, United Cerebral Palsy Association of Greater Suffolk, Inc. Bonds. On a motion by John M. Lorenzo and seconded by Jorge Guadron said motion was approved 5-0.
15. To consider any other business that may come before the corporation, there being none the meeting adjourned on a motion by John Cochrane and seconded by Jorge Guadron.

**TOWN OF ISLIP ECONOMIC DEVELOPMENT
CORPORATION
AGENDA ITEMS FOR JANUARY 11, 2022**

AGENDA ITEM #2

**TYPE OF RESOLUTION: TO APPROVE THE MEETING
MINUTES FROM 11-27-2021**

COMPANY: N/A

PROJECT LOCATION: N/A

JOBS (RETAINED/CREATED): N/A

INVESTMENT: N/A



TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY &
ECONOMIC DEVELOPMENT CORPORATION
2019 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 3, 2019 (ORGANIZATIONAL MEETING)

JANUARY 15, 2019

FEBRUARY 12, 2019 (BLACK HISTORY MONTH)

MARCH 19, 2019 (WOMAN'S HISTORY MONTH)

APRIL 16, 2019 (5:30 PM) (STUDENT ACHIEVEMENT AWARDS)

MAY 14, 2019

JUNE 18, 2019

JULY 16, 2019

AUGUST 20, 2019

SEPTEMBER 24, 2019 (5:30 PM)

OCTOBER 22, 2019

NOVEMBER 7, 2019 (10:30 A.M. BUDGET HEARING)

NOVEMBER 19, 2019 (5:30 PM)

DECEMBER 17, 2019

TOWN OF ISLIP ECONOMIC DEVELOPMENT
CORPORATION
AGENDA ITEMS FOR JANUARY 11, 2022

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

**TOWN OF ISLIP ECONOMIC DEVELOPMENT
CORPORATION
AGENDA ITEMS FOR JANUARY 11, 2022**

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

TOWN OF ISLIP ECONOMIC DEVELOPMENT
CORPORATION
AGENDA ITEMS FOR JANUARY 11, 2022

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

TOWN OF ISLIP ECONOMIC DEVELOPMENT
CORPORATION
AGENDA ITEMS FOR JANUARY 11, 2022

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 11, 2022

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 Councilman Jorge C. Guadron, seconded by Councilwoman Mary Kate Mullen, 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 taken, the result was: 4-0.

TOWN OF ISLIP ECONOMIC DEVELOPMENT
CORPORATION
AGENDA ITEMS FOR JANUARY 11, 2022

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

TOWN OF ISLIP ECONOMIC DEVELOPMENT
CORPORATION
AGENDA ITEMS FOR JANUARY 11, 2022

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

TOWN OF ISLIP ECONOMIC DEVELOPMENT
CORPORATION
AGENDA ITEMS FOR JANUARY 11, 2022

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

TOWN OF ISLIP ECONOMIC DEVELOPMENT
CORPORATION
AGENDA ITEMS FOR JANUARY 11, 2022

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

TOWN OF ISLIP ECONOMIC DEVELOPMENT
CORPORATION
AGENDA ITEMS FOR JANUARY 11, 2022

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

TOWN OF ISLIP ECONOMIC DEVELOPMENT
CORPORATION
AGENDA ITEMS FOR JANUARY 11, 2022

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