



MEETING OF THE TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
January 14, 2020
Meeting Minutes

1. Call the meeting of the Town of Islip Industrial Development Agency to order on a motion by Councilman John C. Cochrane Jr., and seconded by Councilwoman Mary Kate Mullen, said motion was approved 4-0.

Members Angie M. Carpenter, Councilman John C. Cochrane Jr., Councilwoman Mary Kate Mullen and Councilman James P. O'Connor were present and the Chairwoman acknowledge a quorum. Councilwoman Trish Bergin Weichbrodt was absent.

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 17, 2019**. On a motion by Councilman John C. Cochrane Jr., and seconded by Councilwoman Mary Kate Mullen, said motion was approved 4-0.
3. To consider the adoption of a Resolution approving the 2020 IDA Meeting Schedule of the Town of Islip Industrial Development Agency. On a motion by Councilman James P. O'Connor and seconded by Councilwoman Mary Kate Mullen, said motion was approved 4-0.
4. To consider the adoption of a Resolution Appointing Officers to the Town of Islip Industrial Development Agency. On a motion by Councilman James P. O'Connor and seconded by Councilman John C. Cochrane Jr., said motion was approved 4-0.
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. On a motion by Councilman James P. O'Connor and seconded by Councilman John C. Cochrane Jr., said motion was approved 4-0.
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. On a motion by Councilman James P. O'Connor and seconded by Councilman John C. Cochrane Jr., said motion was approved 4-0.
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. On a motion by Councilman James P. O'Connor and seconded by Councilman John C. Cochrane Jr., said motion was approved 4-0.

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. On a motion by Councilman John C. Cochrane Jr., and Councilman James P. O'Connor said motion approved 4-0.
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. On a motion by Councilman John C. Cochrane Jr., and seconded by Councilman James P. O'Connor, said motion was approved 4-0.
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. On a motion by Councilman John C. Cochrane Jr., and seconded by Councilman James P. O'Connor, said motion was approved 4-0.
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 Authority Accountability Act ("PAAA") and amending the by-laws of the Agency. On a motion by Councilman John C. Cochrane Jr., and seconded by Councilman James P. O'Connor, said motion was approved 4-0.
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. On a motion by Councilwoman Mary Kate Mullen and seconded by Councilman James P. O'Connor, said motion was approved 4-0.
13. To consider a Resolution on behalf of the Town of Islip Industrial Development Agency to adopt a **Whistleblower Policy**. On a motion by Councilwoman Mary Kate Mullen and seconded by Councilman John C. Cochrane Jr., said motion approved 4-0.
14. To consider a Resolution on behalf of the Town of Islip Industrial Development Agency to adopt a **Property Disposition Policy**. On a motion by Councilwoman Mary Kate Mullen and seconded by Councilman John C. Cochrane Jr., said motion approved 4-0.

15. 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. On a motion by Councilman John C. Cochrane Jr., seconded by Councilwoman Mary Kate Mullen, said motion was approved 4-0.
16. To consider the adoption of a Resolution to Authorize the Town of Islip Economic Development to execute a one-year extension contract with **Albrecht, Viggiano, Zureck & Co., P.C. (AVZ)** to perform the audit for the year ended December 16, 2020. On a motion by Councilwoman Mary Kate Mullen and seconded by Councilman James P. O'Connor, said motion was approved 4-0.
17. 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. On a motion by Councilman John C. Cochrane Jr., and seconded by Councilwoman Mary Kate Mullen, said motion was approved 4-0.
18. To consider the adoption of a Resolution Authorizing an agreement between the Town of Islip Industrial Development Agency and **Water Lilies, LLC** as Tenant in the Suffolk County Industrial, LLC Facility. Located at 1724 Fifth Avenue, Bay Shore. On a motion by Councilwoman Mary Kate Mullen and seconded by Councilman John C. Cochrane Jr., said motion was approved 4-0.
19. To consider the adoption of a Resolution Authorizing an agreement between the Town of Islip Industrial Development Agency and **Seena International, Inc.**, as Tenant in the Suffolk County Industrial, LLC, Facility. Located at 1724 Fifth Avenue, Bay Shore. On a motion by Councilman James P O'Connor and seconded by Councilman John C. Cochrane Jr., said motion was approved 4-0.
20. To consider the adoption of a Resolution Authorizing an agreement between the Town of Islip Industrial Development Agency and **HILB Group** as tenant in the Sunrise Business Center Facility. Located at 3500 Sunrise Highway, Great River. On a motion by Councilman James P. O'Connor and seconded by Councilwoman Mary Kate Mullen, said motion was approved 4-0.
21. To consider the adoption of a Resolution Authorizing a mortgage refinancing agreement between the Town of Islip Industrial Development Agency and **878 Lease, LLC., Facility and the SIG 888 LLC Facility**. Located at 878/888 Veterans Memorial Highway, Hauppauge. On a motion by Councilman John C. Cochrane Jr., and seconded by Councilman James P. O'Connor, said motion was approved 4-0.
22. To consider the adoption of an Amended Authorizing Resolution between the Town of Islip Industrial Development Agency and **Netherbay, LLC, 2019** Facility. Located at 26 & 36 South Clinton Avenue, Bay Shore. On a motion by Councilman James P. O'Connor and seconded by Councilman John C. Cochrane Jr., said motion was approved 4-0.

23. To consider the adoption of an Authorizing Resolution between the Town of Islip Industrial Development Agency and **200 Heartland, LLC/Lacrosse Unlimited, Inc. 2020 Facility**. Located at 200 Heartland Boulevard, Edgewood. On a motion by Councilman James P. O'Connor and seconded by Councilwoman Mary Kate Mullen, said motion was approved 4-0.
24. To consider the adoption of an Inducement Resolution among the Town of Islip Industrial Development Agency, **CIVF V-NY1W03, LLC/Pods Enterprises, LLC 2020 Facility** located at 555 Prime Place, Hauppauge, New York. On a motion by Councilman John C. Cochrane Jr., and seconded by Councilman James P. O'Connor, said motion was approved 4-0.
25. To consider the adoption of an Authorizing Resolution for an assignment, assumption and amendment of Prime Eleven/Wesco project, among the Town of Islip Industrial Development Agency, **CIVF V – NY1W02, LLC, LLC/Wesco Distribution, Inc. 2020 Facility** located at 500 Prime Place, Hauppauge, New York. On a motion by Councilwoman Mary Kate Mullen and seconded by Councilman John C. Cochrane Jr., said motion was approved 4-0.
26. To consider the adoption of an Authorizing Resolution for an advertising agreement between the Town of Islip Industrial Development Agency and **SMM Advertising**. Located at 811 W. Jericho Turnpike #109E, Smithtown. On a motion by Councilman James P. O'Connor and seconded by Councilwoman Mary Kate Mullen, said motion was approved 4-0.
27. To consider **any other business** to come before the Agency there being none the meeting adjourned by a motion by Councilman James P. O'Connor and seconded by Councilwoman Mary Kate Mullen.