

TOWN BOARD DISCUSSION AGENDA
JANUARY 24, 2017

1. Monthly Cash Summary.
2. Town Board authorization to clean up, secure or demolish certain properties in the Town of Islip.
3. Town Board approval of the list of names and titles of those employees who are required to file a financial disclosure statement.
4. Town Board appointment of Members to the Islip Youth Board.
5. Meeting of the Town of Islip Foreign Trade Zone Board.
6. Option Years.
7. Bid Awards.
8. Authorization for the Supervisor to execute a Professional Service Agreement with Nelson, Pope & Voorhis, LLC. to provide an update to its ICD Planning Study and Consulting Services in connection with the preparation of zoning code amendments designed to promote development in the Industrial Corridor District.
9. Authorization for the Supervisor to enter into an agreement with Door Automation, Corp. for contract LIMA 2016-003, Maintenance and Repair of the Door System at Long Island MacArthur Airport.
10. Authorization for the Supervisor to enter into a contract between the Town and Firematics Supply Co., Inc. for Equipment Repairs and Maintenance Services at Long Island MacArthur Airport.
11. Town Board acceptance of FAA Airport Improvement Project Grant Funding, NYS and Suffolk County Grant Funds and to collect Passenger Facility Charges for 2017.
12. Authorization for the Supervisor to enter into an Airline Use Agreement with Elite Airways, LLC. to continue to provide airline service at Long Island MacArthur Airport.

13. Authorization for the Supervisor to enter into an agreement with the CDA for calendar year 2017 whereby the Town will provide certain services related to code enforcement in the designated areas.
14. Authorization for the Town Clerk to advertise for a public hearing on the transfer of 100 East Adams Street in East Islip under the CDA's Rent with Option to Buy Affordable Housing Program.
15. Meeting of the Industrial Development Agency.
16. Meeting of the Economic Development Corporation.
17. Authorization for the Supervisor to enter into various agreements for programs to be held throughout the Town of Islip to be funded by either registration fees or grant funds.
18. Authorization for the Supervisor to enter into an agreement with the South Bay Paddle Wheel Cruises, Inc. to provide full service Sunset Dinner Cruises on the Great South Bay.
19. Authorization for the Supervisor to apply for and enter into a grant agreement with the Suffolk County Office for the Aging for the purpose of providing continued funding for a Residential Repair Program.
20. Authorization for the Supervisor to execute any and all necessary paperwork with the New York State Department of Transportation in connection with the project funded by Multi-Modal funding for Road and Drainage Improvements in Bay Shore.
21. Appointments of Marriage Officers for the Town of Islip.
22. Special Events.
23. Authorization for the Town Clerk to advertise for a Public Hearing to considering amending Chapter 68, entitled "Zoning".
24. Town Board approval of scheduled Change of Zone Meeting Dates.
25. Authorization for the Supervisor to enter into a contract with Watral Brothers, Inc. for Contract DPD 5-16, "Material Replacement at the Former Soccer Field at Roberto Clemente Park, Brentwood, NY".

26. Town Board approval issuing payment to P.W. Grosser Consulting, for providing professional services for potential options for the relocation of Ronkonkoma HUB Sewer Main in the amount \$7,221.56.
27. Authorization for the Supervisor to enter into a personal service agreement with Michael S. Siniski to provide services and updates to the Assessor's Office software programs during the conversion to a new operating platform known as Alpha 5 Operating System.
28. Town Board acceptance of an easement for the purpose of maintenance, repair inspection and replacement of street lighting to be installed at property located at 26 Wicks Road in Brentwood.
29. Authorization for the Supervisor to enter into an agreement with Rockville Risk Management Associates to provide third party administrative services for the Town's general and auto liability claims.
30. Town Board acceptance of a Deed from Denis Affenita for a parcel of land for the dedication of Marie Court in Bayport.

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

No. 1

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Monthly Cash Summary

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

22-Dec-16

TOWN OF ISLIP
MONTHLY CASH SUMMARY
REPORT TO THE SUPERVISOR
AUGUST 31, 2016

BANK

BOOK

CONSOLIDATED ACCOUNT	FUND CODE	BANK #	BALANCE END OF MONTH	O/S CHECKS	DEPOSITS IN TRANSIT	ADJUSTED BALANCE	BALANCE END OF MONTH	NET ADJUSTMENTS	ADJUSTED BALANCE
BANK BALANCE			7,077,542.89	(506,015.38)	537,214.17	7,108,741.68			
REPURCHASE AGREE			0.00			0.00			
GENERAL	A	5					27,686,390.18	5,002.34	27,691,392.52
T. O. V.	B	82					2,846,158.76	0.00	2,846,158.76
JOINT GARBAGE	J	40					17,670.21	0.00	17,670.21
BRENT WTR EXT20	P03	24					510.59	0.00	510.59
SELF INSURANCE	CS01	51					3,966,091.80	0.00	3,966,091.80
WORKERS COMP	CS02	66					9,638,204.12	0.00	9,638,204.12
MAC ARTHUR AIRPORT	CT	25					735,570.32	0.00	735,570.32
HWY. #2	DB	53					2,128,165.37	0.00	2,128,165.37
SPEC LIGHTS	SL	19					7,708,274.15	0.00	7,708,274.15
OCONEE ST. LIGHT	SL02	L2					17,133.70	0.00	17,133.70
FAIR HARB DOCK	SM	27					127,569.07	0.00	127,569.07
F. H. DUNEWOOD	SM01	37					167,324.50	0.00	167,324.50
KISMET STREET IMPROV	SM02	6					242,624.78	0.00	242,624.78
BAY TOWNE	SM03	7					21,694.10	0.00	21,694.10
BAY TOWNE SNOW	SM04	8					21,152.29	0.00	21,152.29
CORNELIUS EST E.C.D	SM05	34					160,121.85	0.00	160,121.85
LONLEYVILLE EROS.	SM06	M6					477,060.05	0.00	477,060.05
F H EROSION	SM07	36					543,353.29	0.00	543,353.29
FEHR WAY	SM08	M8					18,994.71	0.00	18,994.71
B.S. BUSINESS	SM09	M9					34,062.74	0.00	34,062.74
ATLANT. EROSION	SM10	M0					181,538.33	0.00	181,538.33
DUNEWOOD EROS.	SM11	M1					291,783.26	0.00	291,783.26
SEAVIEW EROSION	SM12	M2					882,168.61	0.00	882,168.61
KISMET EROSION	SM13	M3					365,193.37	0.00	365,193.37
ROBINS REST EROSION	SM14	M4					38,890.20	0.00	38,890.20
LIFEGUARD	SP02	65					470,492.21	0.00	470,492.21
REFUSE/GARBAGE	SR	43					22,952,256.55	0.00	22,952,256.55
LEXINGTON SEWER DIST	SS01						285,029.07	0.00	285,029.07
TOTAL PAGE 1			7,077,542.89	(506,015.38)	537,214.17	7,108,741.68	82,025,478.18	5,002.34	82,030,480.52

TOWN OF ISLIP
MONTHLY CASH SUMMARY
REPORT TO THE SUPERVISOR
AUGUST 31, 2016

BANK

BOOK

CONSOLIDATED ACCOUNT	FUND CODE	BANK #	BALANCE END OF MONTH	O/S CHECKS	DEPOSITS IN TRANSIT	ADJUSTED BALANCE	BALANCE END OF MONTH	NET ADJUSTMENTS	ADJUSTED BALANCE
BALANCE FORWARDED FROM PAGE 1			7,077,542.89	(506,015.38)	537,214.17	7,108,741.68	82,025,478.18	5,002.34	82,030,480.52
BRENT WTR DIST	SW01	54					3,443,624.55	0.00	3,443,624.55
FAIR HARB WTR	SW02	32					196,549.10	0.00	196,549.10
I. D. A.	YD	Y9					3,044,019.71	0.00	3,044,019.71
ECD CORP	YE						70,152.59	0.00	70,152.59
FOREIGN TRADE	ZF01	1					1,204,736.39	0.00	1,204,736.39
RESOURCE COLLEC	ZR01	4					8,233,207.76	0.00	8,233,207.76
RESOURCE RECOV	ZR02	2					58,548,157.98	0.00	58,548,157.98
RES REC MRRF	ZR03	Z3					46,970.53	0.00	46,970.53
COMM. RECREATION	T01	60					6,885.78	0.00	6,885.78
COMM. L.I.M.A.	T02	61					0.00	0.00	0.00
COMM. PHD	T05	62					786,930.71	0.00	786,930.71
ACCESS PEDEST. SIGNAL	T07	57					0.00	0.00	0.00
COMM. HUM.RES.	T08	58					41,799.98	0.00	41,799.98
COMPTROLLER	T09	59					1,433,585.42	0.00	1,433,585.42
C.B.S.	T34	52					1,313,784.10	0.00	1,313,784.10
GROUP HEALTH	T42	42					0.00	0.00	0.00
UNNUM - TERM	T43						2,428.63	0.00	2,428.63
UNNUM - WHOLE LIFE	T44						1,471.10	0.00	1,471.10
GARN & MISC	T45	45					0.00	0.00	0.00
SAVING BONDS	T46	46					1,059.34	0.00	1,059.34
RETIREMENT (COMP)	T47	87					0.00	0.00	0.00
RETIREMENT	T48	68					102,897.49	0.00	102,897.49
BINGO	T67	49					0.00	0.00	0.00
FIRE DIST	T74	18					0.00	0.00	0.00
SCHOOL DIST	T80	55					0.00	0.00	0.00
GRANT PROGRAMS	T92	9					0.00	0.00	0.00
TRANSFER COLUMN - CITIBANK/CHASE							0.00	(153,400,000.00)	(153,400,000.00)
GENERAL			6,520,872.76			6,520,872.76	6,520,872.76		6,520,872.76
BANK UNITED									
GENERAL			8,016,784.59			8,016,784.59	8,016,784.59	0.00	8,016,784.59
GOLD COAST BANK									
T O V			1,002,098.07			1,002,098.07	1,002,098.07	0.00	1,002,098.07
GOLD COAST BANK									
HIGHWAY			1,002,098.07			1,002,098.07	1,002,098.07	0.00	1,002,098.07
GOLD COAST BANK									
TOTAL CONSOLIDATED			23,619,396.38	(506,015.38)	537,214.17	23,650,595.17	177,045,592.83	(153,394,997.68)	23,650,595.17

**TOWN OF ISLIP
MONTHLY CASH SUMMARY
REPORT TO THE SUPERVISOR
AUGUST 31, 2016**

BANK

BOOK

CONSOLIDATED ACCOUNT	FUND CODE	BANK #	BALANCE END OF MONTH	O/S CHECKS	DEPOSITS IN TRANSIT	ADJUSTED BALANCE	BALANCE END OF MONTH	NET ADJUSTMENTS	ADJUSTED BALANCE
PEOPLE'S UNITED AMBULANCE DISTRICTS BS/BWTRS AMBLNCE	SA01	76	2,532,853.91	0.00	0.00	2,532,853.91	448,285.31	0.00	448,285.31
BRENT AMBULANCE	SA02	70					639,517.58	0.00	639,517.58
C. I. AMBULANCE	SA03	71					387,350.00	0.00	387,350.00
ISLIP AMBULANCE	SA04	75					408,363.39	0.00	408,363.39
SAYVILLE AMBLNC	SA05	78					649,337.63	0.00	649,337.63
PEOPLE'S UNITED- AMBULANCE DISTS			2,532,853.91	0.00	0.00	2,532,853.91	2,532,853.91	0.00	2,532,853.91
EMPIRE NATIONAL FIRE PROTECTION DISTRICTS BAY SHORE FIRE	SF01	16	705,467.01	0.00	0.00	705,467.01	604,404.36	0.00	604,404.36
FIRE ISL. FIRE	SF02	15					55,163.38	0.00	55,163.38
SEAVIEW FIRE	SF03	14					35,027.54	0.00	35,027.54
ATLANTIQUE FIRE	SF04	13					10,871.73	0.00	10,871.73
EMPIRE NATIONAL - FIRE PROTECTION DISTS			705,467.01	0.00	0.00	705,467.01	705,467.01	0.00	705,467.01
BANK UNITED BANK BALANCE TOWN WATER	SW	20	2,284,724.57	0.00	0.00	2,284,724.57	1,659,967.50	0.00	1,659,967.50
HOLB WTR EXT	SW03	31					11,186.73	0.00	11,186.73
HOLB WTR	SW04	28					89,037.59	0.00	89,037.59
C. I. WATER	SW05	26					46,910.90	0.00	46,910.90
VIC FARMS WTR	SW06	29					31,419.85	0.00	31,419.85
HAWTHORNE WTR	SW07	22					6,471.42	0.00	6,471.42
CENTRL AVE WTR	SW08	23					0.00	0.00	0.00
BRENT WTR EXT28	SW09	17					1,441.19	0.00	1,441.19
RONKONKOMA WTR	SW10	21					11,452.73	0.00	11,452.73
POND RD WATER	SW11	88					29,593.24	0.00	29,593.24
NO. B. S. WTR	SW12	89					61,013.51	0.00	61,013.51
NO B.S.WTR EXT1	SW13	91					42,944.28	0.00	42,944.28
PINE AIRE WTR	SW14	92					20,320.21	0.00	20,320.21
T.O.I.WTR SUPLY	SW15	69					193,954.64	0.00	193,954.64
C.I. TECH. WATER	SW16	50					79,010.78	0.00	79,010.78
TDBANK- WATER DISTS			2,284,724.57	0.00	0.00	2,284,724.57	2,284,724.57	0.00	2,284,724.57

TOWN OF ISLIP
MONTHLY CASH SUMMARY
REPORT TO THE SUPERVISOR
AUGUST 31, 2016

BANK

BOOK

CONSOLIDATED ACCOUNT	FUND CODE	BANK #	BALANCE END OF MONTH	O/S CHECKS	DEPOSITS IN TRANSIT	ADJUSTED BALANCE	BALANCE END OF MONTH	NET ADJUSTMENTS	ADJUSTED BALANCE
MISCELLANEOUS BANK ACCOUNTS									
C D A BLOCK CITIBANK	CD	10	0.00	0.00	0.00	0.00	0.00	0.00	0.00
C D A HOME PROG CITIBANK	CD	90	0.00	0.00	0.00	0.00	0.00	0.00	0.00
C D A HOPWA CITIBANK	CD	30	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CERT CKS JPMORGAN/CHASE	T35	35	446,328.18	0.00	0.00	446,328.18	446,328.18	0.00	446,328.18
PARKS RESERVE JPMORGAN/CHASE	T86	56	124,735.34	0.00	174.73	124,910.07	124,910.07	0.00	124,910.07
CAPITAL JPMORGAN/CHASE	H	85	42,228,633.02	(17,050.02)	50,850.00	42,262,433.00	42,262,433.00	0.00	42,262,433.00
CONS. FACILITY CHARGE CAPITAL ONE	CFC	F7	1,504,282.64	0.00	0.00	1,504,282.64	1,504,282.64	0.00	1,504,282.64
FED FORFEIT PROP CAPITAL ONE	FFP	F6	77,161.73	0.00	0.00	77,161.73	77,161.73	0.00	77,161.73
PASS FAC CHRGE EMPIRE NATIONAL	PFC	F5	7,166,453.43	0.00	0.00	7,166,453.43	7,166,453.43	0.00	7,166,453.43
CAPITAL WIRE TRANSFER JPMORGAN/CHASE	T34	80	451.80	(451.80)	0.00	0.00	0.00	0.00	0.00
G O S R (New York State) CITIBANK			0.00	0.00	0.00	0.00	0.00	0.00	0.00
REVENUE TRANSFER-MMK CITIBANK	T34	12	153,435,906.11	(35,806.11)	0.00	153,400,000.00	0.00	153,400,000.00	153,400,000.00
REVENUE TRANSFER-MMK JPMORGAN CHASE			0.00	0.00	0.00	0.00	0.00	0.00	0.00
WIRE TRANSFER ACCT CITIBANK	T36	11	54,104.10	(54,104.10)	0.00	0.00	0.00	0.00	0.00
HIDDEN POND PARK CAPITAL ONE	T37	41	10,287.41	0.00	0.00	10,287.41	10,287.41	0.00	10,287.41
FAA LAND SALE-LIMA PEOPLE'S UNITED BANK	CT		1,935,559.59	0.00	0.00	1,935,559.59	1,935,559.59	0.00	1,935,559.59
IDA GILLET JPMORGAN/CHASE	T95	95	2,363.27	0.00	0.00	2,363.27	2,363.27	0.00	2,363.27
PAYROLL JPMORGAN/CHASE	T10	67	113,374.52	(113,242.52)	(132.00)	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS			207,099,641.14	(220,754.55)	50,892.73	206,929,779.32	53,529,779.32	153,400,000.00	206,929,779.32

22-Dec-16


TOWN OF ISLIP
MONTHLY CASH SUMMARY
REPORT TO THE SUPERVISOR
AUGUST 31, 2016

BANK

BOOK

CONSOLIDATED ACCOUNT	FUND CODE	BANK #	BALANCE END OF MONTH	O/S CHECKS	DEPOSITS IN TRANSIT	ADJUSTED BALANCE	BALANCE END OF MONTH	NET ADJUSTMENTS	ADJUSTED BALANCE
CASH BOND AS SECURITIES									
BANK OF NY	T34	30	0.00	0.00		0.00	0.00		0.00
CAPITAL ONE	T34	33	720,000.00	0.00		720,000.00	720,000.00		720,000.00
S.C. NATIONAL	T34	38	0.00	0.00		0.00	0.00		0.00
BANK OF AMERICA	T34	39	0.00	0.00		0.00	0.00		0.00
JPMORGAN/CHASE	T34	48	0.00	0.00		0.00	0.00		0.00
BANK UNITED	T34	86	825,000.00	0.00		825,000.00	825,000.00		825,000.00
CITIBANK	T34	96	0.00	0.00		0.00	0.00		0.00
NY COMMERCIAL	T34	77	0.00	0.00		0.00	0.00		0.00
SUB TOTAL CASH BONDS			1,545,000.00	0.00	0.00	1,545,000.00	1,545,000.00	0.00	1,545,000.00
ADD CITIBANK CONSOL #52			1,313,784.10	0.00	0.00	1,313,784.10	1,313,784.10	0.00	1,313,784.10
ADJ TOTAL CASH BONDS			2,858,784.10	0.00	0.00	2,858,784.10	2,858,784.10	0.00	2,858,784.10
TOTAL CASH ON HAND:									
TOTAL CONSOLIDATED			23,619,396.38	(506,015.33)	537,214.17	23,650,595.17	177,045,592.83	(153,394,997.66)	23,650,595.17
AMB, FIRE PROT, WATER & MISC. ACCOUNTS			212,622,686.63	(220,754.55)	50,892.73	212,452,824.81	59,052,824.81	153,400,000.00	212,452,824.81
CASH BONDS FOR SECURITY			1,545,000.00	0.00	0.00	1,545,000.00	1,545,000.00	0.00	1,545,000.00
TOTAL			237,787,083.01	(726,769.93)	588,106.90	237,648,419.98	237,643,417.64	5,002.34	237,648,419.98

RESPECTFULLY SUBMITTED:



JOSEPH LUDWIG, COMPTROLLER

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

No. 2

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

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

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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

J.R. DiCioccio

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

enclosure:

cc: OLGA H. MURRAY, TOWN CLERK
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

Town Board Meeting

Tuesday, January 24, 2017 at 2:00 pm

1) 0 Islip Avenue, Brentwood	0500-205.00-03.00-007.000	CU
2) 25 New York Avenue, Bay Shore	0500-246.00-02.00-008.001	BC
3) 40 Prospect Avenue, Brentwood	0500-096.00-01.00-037.000	BC
4) 49 N. Main Street, Sayville	0500-382.00-07.00-007.000	CU
5) 85 Hale Street, Brentwood	0500-074.00-04.00-023.000	BU
6) 146 Benjamin Street, Holbrook	0500-128.00-03.00-002.000	BU
7) 191 Blake Avenue, Bohemia	0500-277.00-01.00-028.000	BC
8) 222 Claywood Drive, Brentwood	0500-203.00-04.00-069.000	CU
9) 223 New Hampshire Avenue, Bay Shore	0500-225.00-02.00-023.000	BC
10) 1326 Boston Avenue, Bay Shore	0500-270.00-01.00-051.000	BC
11) 1547 N. Thompson Drive, Bay Shore	0500-243.00-01.00-106.000	CU

TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS

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

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

To authorize the Town Board of the Town of Islip to order that the work be done to clean up the vacant premises located at 0 Islip Avenue, Brentwood, NY 11717.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution:

Surrounding area residents and travelers of 0 Islip Avenue, Brentwood, NY 11717

2. Site or location effected by resolution:

0 Islip Avenue, Brentwood, NY 11717

3. Cost N/A

4. Budget Line N/A

5. Amount and source of outside funding: N/A

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

Unlisted Action

Signature of Commissioner/Department Head Sponsor:

Dated: January 12, 2016



ELYSE N. GRASSO, ASSISTANT TOWN ATTORNEY

January 24, 2016

WHEREAS, numerous reports and complaints regarding high grass, overgrown vegetation and litter and debris on property located at 0 Islip Avenue, Brentwood, Town of Islip, County of Suffolk, State of New York, SCTM No. 0500-205.00-03.00-007.000, 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, Alan Skawinski, and also upon Charles Southard, Jr., by Certified Mail, Return Receipt requested on January 12, 2016, 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 24, 2016; 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 January 12, 2016, 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 24, 2016, 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 24, 2016, at Islip Town Hall, Town Board Room, 655 Main Street, Islip, New York, 11751, 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, 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. 0500-205.00-03.00-007.000.

UPON a vote being taken, the result was:

(G: Clean Up - 0 Islip Avenue, Brentwood)

TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS

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

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

To authorize the Town Board of the Town of Islip to order that the work be done to board up the vacant premises located at 25 New York Avenue, Bay Shore, NY 11706.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution:

Surrounding area residents and travelers of 25 New York Avenue, Bay Shore, NY 11706

2. Site or location effected by resolution:

25 New York 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: 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.
____ No under Section II, Sub. ____ Number ____ of Town of Islip 617 Check List no environmental review is required.

Unlisted Action

Signature of Commissioner/Department Head Sponsor:

Dated: January 12, 2017


ELYSE N. GRASSO, ASSISTANT TOWN ATTORNEY

January 24, 2017

WHEREAS, the Building Inspector of the Town of Islip has declared a certain building(s) and real property situated at 25 New York 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, high grass, overgrown vegetation and litter and debris on the premises; and

WHEREAS, pursuant to Chapter 68, §68-30 of the Code of the Town of Islip, the said Building 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, Khondaker A. Huque, and also upon Ocwen Loan Servicing, and also upon Argent Mortgage Company, LLC, and also upon Wells Fargo Bank, N.A., Trustee Pooling and Servicing Agreement Dated as of May 1, 2005 Asset-Backed Pass-Through Certificates Series 2005-WHQ3, and also upon Jason Sacroor, Esq., Rosicki, Rosicki & Associates, P.C., and also upon Benjamin Casolaro, Esq., Leopold & Associates, PLLC, by Registered Mail, Return Receipt Requested on January 12, 2017, 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 24, 2017; and

WHEREAS, pursuant to Chapter 68 of the Code of the Town of Islip, the said Building Inspector has caused a Notice directing the removal of the said nuisance to be posted in a conspicuous place on the said premises on January 12, 2017, 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 24, 2017; 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 24, 2017, at Islip Town Hall, 655 Main Street, Islip, New York, 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 Building Inspector's determination; and

WHEREAS, at the time and place specified for the Hearing, the Town Board has received evidence supporting the Building 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 Chief Building 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, 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. 0500-246.00-02.00-008.001.

UPON a vote being taken, the result was:

(G:\Board up\Clean-up - 25 New York Avenue, Bay Shore)

TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS

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

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

To authorize the Town Board of the Town of Islip to order that the work be done to board up the vacant premises located at 40 Prospect Avenue, Brentwood, NY 11717.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution:

Surrounding area residents and travelers of 40 Prospect Avenue, Brentwood, NY 11717

2. Site or location effected by resolution:

40 Prospect Avenue, Brentwood, NY 11717

3. Cost N/A

4. Budget Line N/A

5. Amount and source of outside funding: N/A

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

Unlisted Action

Signature of Commissioner/Department Head Sponsor:

Dated: January 12, 2017


ELYSE N. GRASSO, ASSISTANT TOWN ATTORNEY

January 24, 2017

WHEREAS, the Building Inspector of the Town of Islip has declared a certain building(s) and real property situated at 40 Prospect Avenue, Brentwood, 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 Building 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, Karen Price, and also upon Municipal Credit Union, and also upon Timothy Finnegan, Esq., Berkman, Henoch, et al., by Registered Mail, Return Receipt Requested on January 12, 2017, 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 24, 2017; and

WHEREAS, pursuant to Chapter 68 of the Code of the Town of Islip, the said Building Inspector has caused a Notice directing the removal of the said nuisance to be posted in a conspicuous place on the said premises on January 12, 2017, 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 24, 2017; 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 24, 2017, at Islip Town Hall, 655 Main Street, Islip, New York, 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 Building Inspector's determination; and

WHEREAS, at the time and place specified for the Hearing, the Town Board has received evidence supporting the Building 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 Chief Building 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. 0500-096.00-01.00-037.000.

UPON a vote being taken, the result was:
(G:\Board up - 40 Prospect Avenue, Brentwood)

TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS

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

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

To authorize the Town Board of the Town of Islip to order that the work be done to clean up the vacant premises located at 49 N. Main Street, Sayville, NY 11782.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution:

Surrounding area residents and travelers of 49 N. Main Street, Sayville, NY 11782

2. Site or location effected by resolution:

49 N. Main Street, Sayville, NY 11782

3. Cost N/A

4. Budget Line N/A

5. Amount and source of outside funding: N/A

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.

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

Unlisted Action

Signature of Commissioner/Department Head Sponsor:

Dated: January 12, 2017



ELYSE N. GRASSO, ASSISTANT TOWN ATTORNEY

January 24, 2017

WHEREAS, numerous reports and complaints regarding high grass, overgrown vegetation and litter and debris on property located at 49 N. Main Street, Sayville, Town of Islip, County of Suffolk, State of New York, SCTM No. 0500-382.00-07.00-007.000, 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, Jeremiah Brown, by Certified Mail, Return Receipt requested on January 12, 2017, 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 24, 2017; 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 January 12, 2017, 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 24, 2017, 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 24, 2017, at Islip Town Hall, Town Board Room, 655 Main Street, Islip, New York, 11751, 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, 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. 0500-382.00-07.00-007.000.

UPON a vote being taken, the result was:

(G: Clean Up - 49 N. Main Street, Sayville)

TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS

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

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

To authorize the Town Board of the Town of Islip to order that the work be done to board up the vacant premises located at 85 Hale Street, Brentwood, NY 11717.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution:

Surrounding area residents and travelers of 85 Hale Street, Brentwood, NY 11717

2. Site or location effected by resolution:

85 Hale Street, Brentwood, NY 11717

3. Cost N/A

4. Budget Line N/A

5. Amount and source of outside funding: N/A

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.

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

Unlisted Action

Signature of Commissioner/Department Head Sponsor:

Dated: January 12, 2017

Elyse N. Grasso

ELYSE N. GRASSO, ASSISTANT TOWN ATTORNEY

January 24, 2017

WHEREAS, the Building Inspector of the Town of Islip has declared a certain building(s) and real property situated at 85 Hale Street, Brentwood, 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 Building 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, Natale V. Zavardino, and also upon Amanda J. Goun and Jeremy Goun, by Registered Mail, Return Receipt Requested on January 12, 2017, 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 24, 2017; and

WHEREAS, pursuant to Chapter 68 of the Code of the Town of Islip, the said Building Inspector has caused a Notice directing the removal of the said nuisance to be posted in a conspicuous place on the said premises on January 12, 2017, 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 24, 2017; 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 24, 2017, at Islip Town Hall, 655 Main Street, Islip, New York, 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 Building Inspector's determination; and

WHEREAS, at the time and place specified for the Hearing, the Town Board has received evidence supporting the Building 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 Chief Building 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. 0500-074.00-04.00-023.000.

UPON a vote being taken, the result was:

(G:\Board up - 85 Hale Street, Brentwood)

TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS

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

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

To authorize the Town Board of the Town of Islip to order that the work be done to board up the vacant premises located at 146 Benjamin Street, Holbrook, NY 11741.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution:

Surrounding area residents and travelers of 146 Benjamin Street, Holbrook, NY 11741

2. Site or location effected by resolution:

146 Benjamin Street, Holbrook, NY 11741

3. Cost N/A

4. Budget Line N/A

5. Amount and source of outside funding: N/A

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

Unlisted Action

Signature of Commissioner/Department Head Sponsor:

Dated: January 12, 2017


ELYSE N. GRASSO, ASSISTANT TOWN ATTORNEY

January 24, 2017

WHEREAS, the Building Inspector of the Town of Islip has declared a certain building(s) and real property situated at 146 Benjamin Street, Holbrook, 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 Building 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, peter and Lucia Nappi, and also upon MERS, and also upon GreenPoint Mortgage Funding, Inc., and also upon Countrywide Bank, FSB, and also upon BAC Home Loans Servicing, LP f/k/a Countrywide Home Loans Servicing, LP, and also upon Brian M. Swann, Esq., Steven J. Baum, P.C., and also upon Victor Spinelli, Esq., Fein, Such & Crane, LLP, and also upon Paul G. Burns, Esq., Bryan Cave, LLP and also upon Citibank, N.A., by Registered Mail, Return Receipt Requested on January 12, 2017, 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 24, 2017; and

WHEREAS, pursuant to Chapter 68 of the Code of the Town of Islip, the said Building Inspector has caused a Notice directing the removal of the said nuisance to be posted in a conspicuous place on the said premises on January 12, 2017, 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 24, 2017; 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 24, 2017, at Islip Town Hall, 655 Main Street, Islip, New York, 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 Building Inspector's determination; and

WHEREAS, at the time and place specified for the Hearing, the Town Board has received evidence supporting the Building 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 Chief Building 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. 0500-128.00-03.00-002.000.

UPON a vote being taken, the result was:

(G:\Board up - 146 Benjamin Street, Holbrook)

TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS

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

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

To authorize the Town Board of the Town of Islip to order that the work be done to board up the vacant premises located at 191 Blake Avenue, Bohemia, NY 11716.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution:

Surrounding area residents and travelers of 191 Blake Avenue, Bohemia, NY 11716

2. Site or location effected by resolution:

191 Blake Avenue, Bohemia, NY 11716

3. Cost N/A

4. Budget Line N/A

5. Amount and source of outside funding: N/A


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

Unlisted Action

Signature of Commissioner/Department Head Sponsor:

Dated: January 12, 2017



ELYSE N. GRASSO, ASSISTANT TOWN ATTORNEY

January 24, 2017

WHEREAS, the Building Inspector of the Town of Islip has declared a certain building(s) and real property situated at 191 Blake Avenue, Bohemia, 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, including a shed, with evidence of unauthorized entry, high grass, overgrown vegetation and litter and debris on the premises; and

WHEREAS, pursuant to Chapter 68, §68-30 of the Code of the Town of Islip, the said Building 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, Anthony Bertolino, and also upon HSBC Bank USA, National Association, as Trustee for Fremont Home Loan Trust 2006-C, Mortgage-Backed Certificates, Series-C, Mortgage-Backed Certificates, Series 2006-C, c/o Ocwen Loan Servicing LLC, and also upon Leopold & Associates, PLLC, by Registered Mail, Return Receipt Requested on January 12, 2017, 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 24, 2017; and

WHEREAS, pursuant to Chapter 68 of the Code of the Town of Islip, the said Building Inspector has caused a Notice directing the removal of the said nuisance to be posted in a conspicuous place on the said premises on January 12, 2017, 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 24, 2017; 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 24, 2017, at Islip Town Hall, 655 Main Street, Islip, New York, 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 Building Inspector's determination; and

WHEREAS, at the time and place specified for the Hearing, the Town Board has received evidence supporting the Building 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 Chief Building Inspector be and he hereby is authorized to order that the work be done to secure the building(s), including the shed, 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, 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. 0500-277.00-01.00-028.000.

UPON a vote being taken, the result was:

(G:\Board up\Clean-up - 191 Blake Avenue, Bohemia)

TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS

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

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

To authorize the Town Board of the Town of Islip to order that the work be done to clean up the vacant premises located at 222 Claywood Drive, Brentwood, NY 11717.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution:

Surrounding area residents and travelers of 222 Claywood Drive, Brentwood, NY 11717

2. Site or location effected by resolution:

222 Claywood Drive, Brentwood, NY 11717

3. Cost N/A

4. Budget Line N/A

5. Amount and source of outside funding: N/A

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

Unlisted Action

Signature of Commissioner/Department Head Sponsor:

Dated: January 12, 2017


ELYSE N. GRASSO, ASSISTANT TOWN ATTORNEY

January 24, 2017

WHEREAS, numerous reports and complaints regarding high grass, overgrown vegetation and litter and debris, including unregistered vehicles, on property located at 222 Claywood Drive, Brentwood, Town of Islip, County of Suffolk, State of New York, SCTM No. 0500-203.00-04.00-069.000, 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, Brian and Ramona Fields, and also upon Bank of America Home Loans, and also upon Shellpoint Mortgage, and also upon Cyprex Services, LLC, and also upon MERS, and also upon Countrywide Home Loans, Inc., and also upon The Bank of New York Mellon f/k/a The Bank of New York c/o BAC Home Loans Servicing, LP, and also upon Jordi I. Kushner, Esq., Frenkel, Lambert, Weiss, Weisman & Gordon, LLP, and also upon David A. Gallo, Esq., Sweeney, Gallo, Reich & Bolz, LLP, by Certified Mail, Return Receipt requested on January 12, 2017, 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 24, 2017; 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 January 12, 2017, 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 24, 2017, 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 24, 2017, at Islip Town Hall, Town Board Room, 655 Main Street, Islip, New York, 11751, 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, including the unregistered vehicles, from the property along with all litter and debris, 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. 0500-203.00-04.00-069.000.

UPON a vote being taken, the result was:

(G: Clean Up - 222 Claywood Drive, Brentwood)

TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS

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

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

To authorize the Town Board of the Town of Islip to order that the work be done to board up the vacant premises located at 223 New Hampshire Avenue, Bay Shore, NY 11706.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution:

Surrounding area residents and travelers of 223 New Hampshire Avenue, Bay Shore, NY 11706

2. Site or location effected by resolution:

223 New Hampshire 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: 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.
____ No under Section II, Sub. ____ Number ____ of Town of Islip 617 Check List no environmental review is required.

Unlisted Action

Signature of Commissioner/Department Head Sponsor:

Dated: January 12, 2017

Elyse N. Grasso
ELYSE N. GRASSO, ASSISTANT TOWN ATTORNEY

January 24, 2017

WHEREAS, the Building Inspector of the Town of Islip has declared a certain building(s) and real property situated at 223 New Hampshire 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, high grass, overgrown vegetation and litter and debris on the premises; and

WHEREAS, pursuant to Chapter 68, §68-30 of the Code of the Town of Islip, the said Building 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, Gottfried & Marilyn Mahler, Co-Trustees of the Gottfried and Marilyn Mahler Revocable Living Trust, and also upon MERS, and also upon Senior Security Advisors, and also upon Urban Financial of America, LLC, and also upon Secretary of Housing and Urban Development, and also upon Bijal K. Jani, Esq., Rosicki, Rosicki & Associates, P.C., by Registered Mail, Return Receipt Requested on January 12, 2017, 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 24, 2017; and

WHEREAS, pursuant to Chapter 68 of the Code of the Town of Islip, the said Building Inspector has caused a Notice directing the removal of the said nuisance to be posted in a conspicuous place on the said premises on January 12, 2017, 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 24, 2017; 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 24, 2017, at Islip Town Hall, 655 Main Street, Islip, New York, 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 Building Inspector's determination; and

WHEREAS, at the time and place specified for the Hearing, the Town Board has received evidence supporting the Building 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 Chief Building 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, 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. 0500-225.00-02.00-023.000.

UPON a vote being taken, the result was:

(G:\Board up\Clean-up - 223 New Hampshire Avenue, Bay Shore)

TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS

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

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

To authorize the Town Board of the Town of Islip to order that the work be done to board up the vacant premises located at 1326 Boston Avenue, Bay Shore, NY 11706.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution:

Surrounding area residents and travelers of 1326 Boston Avenue, Bay Shore, NY 11706

2. Site or location effected by resolution:

1326 Boston 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: 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.
☐ No under Section II, Sub. ____ Number ____ of Town of Islip 617 Check List no environmental review is required.

Unlisted Action

Signature of Commissioner/Department Head Sponsor:

Dated: January 12, 2017

Elyse N. Grasso

ELYSE N. GRASSO, ASSISTANT TOWN ATTORNEY

January 24, 2017

WHEREAS, the Building Inspector of the Town of Islip has declared a certain building(s) (including the detached garage) and real property situated at 1326 Boston 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, an unsecure semi in-ground swimming pool, high grass, overgrown vegetation and litter and debris on the premises; and

WHEREAS, pursuant to Chapter 68, §68-30 of the Code of the Town of Islip, the said Building 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, Surindra and Sunita Basoleo, and also upon Premier Asset Services, and also upon Wells Fargo Bank, N.A., and also upon US Bank National Association, as Trustee for CitiGroup Mortgage Loan Trust, Inc., Mortgage Pass-Through Certificates, Series 2006-WF2, and also upon Ehret A. VanHorn, Esq., Gross Polowy Orlans, LLC, by Registered Mail, Return Receipt Requested on January 12, 2017, 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 24, 2017; and

WHEREAS, pursuant to Chapter 68 of the Code of the Town of Islip, the said Building Inspector has caused a Notice directing the removal of the said nuisance to be posted in a conspicuous place on the said premises on January 12, 2017, 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 24, 2017; 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 24, 2017, at Islip Town Hall, 655 Main Street, Islip, New York, 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 Building Inspector's determination; and

WHEREAS, at the time and place specified for the Hearing, the Town Board has received evidence supporting the Building 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 Chief Building Inspector be and he hereby is authorized to order that the work be done to secure the building(s), (including the detached garage) to HUD standards, to wit: 5/8 inch plywood, painted gray and bolted from the interior, secure the semi in-ground swimming pool and cut and remove the high grass and overgrown vegetation from the property and remove all litter and debris, 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. 0500-270.00-01.00-051.000.

UPON a vote being taken, the result was:
(G:\Board up/Clean-up - 1326 Boston Avenue, Bay Shore)

TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS

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

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

To authorize the Town Board of the Town of Islip to order that the work be done to clean up the vacant premises located at 1547 North Thompson Drive, Bay Shore, NY 11706.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution:

Surrounding area residents and travelers of 1547 North Thompson Drive, Bay Shore, NY 11706

2. Site or location effected by resolution:

1547 North Thompson Drive, Bay Shore, NY 11706

3. Cost N/A

4. Budget Line N/A

5. Amount and source of outside funding: N/A

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.

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

Unlisted Action

Signature of Commissioner/Department Head Sponsor:

Dated: January 12, 2017


ELYSE N. GRASSO, ASSISTANT TOWN ATTORNEY

January 24 2017

WHEREAS, numerous reports and complaints regarding high grass, overgrown vegetation and litter and debris on property located at 1547 N. Thompson Drive, Bay Shore, Town of Islip, County of Suffolk, State of New York, SCTM No. 0500-243.00-01.00-106.000, 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, Estate of Caroline Torres, and also upon Financial Freedom Senior Funding Corporation, a Subsidiary of IndyMac Bank, F.S.B., and also upon MERS, and also upon OneWest Bank, N.A., and also upon Secretary of Housing and Urban Development, and also upon Robert C. Sambursky, Esq., Stein, Wiener & Roth, L.L.P., by Certified Mail, Return Receipt requested on January 12, 2017, 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 24 2017; 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 January 12, 2017, 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 24 2017, 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 24 2017, at Islip Town Hall, Town Board Room, 655 Main Street, Islip, New York, 11751, 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, 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. 0500-243.00-01.00-106.000.

UPON a vote being taken, the result was:

(G: Clean Up - 1547 N. Thompson Drive, Bay Shore)

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

No. 3

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Town Board approval of the list of names and titles of those employees who are required to file a financial disclosure statement.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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

J.R. DiCioccio, Esq.

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

enclosure:

cc: OLGA H. MURRAY, TOWN CLERK
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

January 24, 2017

WHEREAS, Section 14-17B of the Islip Town Code requires that the Director of Personnel annually compile a list of names and titles of those employees who are required to file a financial disclosure statement with the Town of Islip Board of Ethics; and

WHEREAS, Section 14-17B of the Islip Town Code requires that the list be approved by the Town Board and filed with the Board of Ethics no later than February 1st of each year;

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

RESOLVED, that the attached list of employees and titles be filed with the Town of Islip Board of Ethics.

Upon a vote being taken, the result was:

FINANCIAL DISCLOSURE 2017

Abbate, Arthur	Director of Labor Relations, Personnel and Safety
Anderson, Leslie	Member Board of Ethics
Barberine, Catherine	Secretary, Resource Recovery
Barone, Michael	Member Plumber's Examining Board
Barravecchio, Dennis	Town Maintenance Crew Leader
Bassen, Michelle	Deputy Town Commissioner of Development
Bennett, Dennis	Executive Assistant to Commissioner, Department of Public Works
Bergin Weichbrodt, Trish	Councilwoman
Blanco, Nancy	Financial Director
Bobelis, Debra	Site Plan Reviewer
Bobelis, Vaidotas	Senior Site Plan Reviewer
Bogardt, Teresa	Executive Assistant to Town Clerk
Bortzfeld, Bryan	Assistant Town Parks Maintenance Director
Bowers, James	Chairman Board of Appeals
Brandi, Michael	Assistant Town Attorney
Brennan, Laura	Assistant Town Attorney
Brown, Kevin	Vice Chairman Planning Board
Brown, Phyllis	Legislative Secretary
Brownyard, Bruce	Member Board of Ethics
Bruno, Joseph	Member Plumber's Examining Board
Buckner, Dr. Stuart	Waterways Management Supervisor
	Municipal Parking Administrator
Cacoperdo, Christopher	Operations Manager, Resource Recovery
Campasano, Nicholas	Chairman Board of Ethics
Canonico, Aisha	Executive Assistant to Tax Receiver
Cannava, Ernest	Assistant Town Attorney
Carpenter, Angie	Supervisor
Cavanagh, Debra	CDA
Charchal's, Carol	Deputy Commissioner of Parks, Recreation and Cultural Affairs
Chirillo, Robert	Geographic Information Systems Technician

1/9/2017

FINANCIAL DISCLOSURE 2017

Clarke, Michael	Member Youth Bureau
Cochrane, John	Councilman
Coffey, Thomas	Secretary to the Commissioner of Aviation and Transportation
Colgan, Sean	Senior Planner
Colon, Ramon V.	CDA Member
Conlon, Sean	Member Plumbers Board
Crimi, Carolyn	Citizen Advocate
Curci, Patricia	Deputy Town Clerk
D'Amico, Anthony	Acting Commissioner of Public Safety Enforcement
Danziger, Ann	Assessor
Deluca, Daniel	Member Planning Board
Dente-SanFilippo, Roseanna	Secretary to Commissioner of Environmental Control
Devaney, Patricia	Secretary to Town Clerk
DeVincent, Joseph	Member Planning Board
Dicioccio, John	Town Attorney
Dicioccio, Vincent	Deputy Town Comptroller
Di Fede, Anthony	Member Plumber's Examining Board
Distinti, Anett	Secretary to Town Tax Receiver
Elsayed, Mohsen	Director of Finance
Fassett, Ryan	Audio Visual Aide
Ferrugiarì, Brian	Member Planning Board
Flotteron, Steven	Councilman
Friedland, Edward	Chairman Planning Board
Fuchs, Robert	General Counsel (CDA)
Gajdos, Michael	Vice Chairman Board of Appeals
Garbarino, William	Assistant Town Attorney
Gesseck, Kenneth	Assistant Town Parks Maintenance Director
Giacalone, Teri	Animal Shelter Supervisor
Glickstein, Howard	Member Board of Ethics
	Secretary to the Commissioner of Parks, Recreation and Cultural Affairs

1/9/2017

FINANCIAL DISCLOSURE 2017

Gonzalez, Tanner	Assistant Site Plan Reviewer
Graham, William	Assistant Town Attorney
Grasso, Elyse	Assistant Town Attorney
Graziano, Nicole	Secretary to the Supervisor
Groneman, Belinda	Chairperson Youth Bureau
Hancock, Gregory	Deputy Town Commissioner of Environmental Control
Hargraves, Dawn	Youth Board Member
Hayes, Robert	Geographic Information Systems Technician
Heil, James	Town Commissioner of Environmental Control
Hemingway, Thomas	Executive Director Foreign Trade Zone
Hendel, Alicia	Citizen Advocate
Hyland, Steven	Chairman Board of Assessment Review
Johnston, Marlene	Legislative Aide
Karppi, Alison	Executive Director CDA
Kennedy, Michael	Member Planning Board
Klein, Richard	Youth Board Member
Klueber, Mary Pat	Executive Assistant to Commissioner, Parks, Recreation and Cultural Affairs
Knapp, Marie	Executive Assistant to Supervisor
Kosin, Steve	Executive Assistant to the Supervisor
	Executive Assistant to the Commissioner of Public Safety Enforcement
Kuri, Robert	Affordable Housing Program Director
Lange, James	Chairman Plumber's Examining Board
Lange-Krut, Tracey	Chief of Staff
La Rose, Shelley	Town Commissioner of Aviation
Leggio, Guy	Youth Board Member
Leo, Richard	Member Plumber's Examining Board
Leone, Angelica	Executive Assistant to Town Attorney
Letteri, Dominick	Member Board of Assessment Review
Lorenzo, John	Member Board of Appeals

1/9/2017

FINANCIAL DISCLOSURE 2017

Ludwig, Joseph	Town Comptroller
MacGibbon, Julia	Director of Admin. Services (CDA)
Mandanic, Joseph	Deputy Registrar/ Deputy Town Clerk
Mannix, William	Town Director of Economic Development
Martinez, Jamie	Deputy Director of Foreign Trade Zone
Matera, Salvatore	General Counsel CDA
Meehan, Maureen	Secretary to Commissioner of Planning and Development
Meyer, Ronald	Town Commissioner of Planning
Mirabella, Christopher	Town Maintenance Crew Leader
Mistler, Linda	Deputy Tax Receiver
	Secretary to Dir. Foreign Trade Zone
Moses, Kenneth	Executive Assistant to Commissioner of Environmental Control
Moss, Rabbi Steven	Vice-Chairman of the Board of Ethics
Mullen, Mary Kate	Councilwoman
Murray, Olga	Town Clerk
Musumeci, Anthony	Member Planning Board
Nathan, Robert	Member Board of Assessment Review
O'Hara, Michael	Secretary to Commissioner of Public Safety
Ortiz, Renee	CDA Member
Owens, Thomas	Commissioner of Public Works/Commissioner of Parks, Recreation and Cultural Affairs
Passaro, Mary	Secretary to Board of Appeals
Poelker, Christopher	Town Engineer
Raccuglia, Steve	CDA Board Member
Raful, Lawrence	Member Board of Ethics (address-Touro Law Jacob D. Fuchsberg Law Center – 225 Eastview Dr, C.I. 11722) (per Gerri town att.)
Ramundo, Michael	Deputy Town Assessor
Rand, Michael	Town Purchasing Director
Rettaliata Jr., Donald	Member Board of Assessment Review
Rios, Anthony	Secretary to Planning Board
Rosini, Melissa	Legislative Secretary
Rotondi, Vanessa	Assistant Animal Shelter Supervisor

1/9/2017

FINANCIAL DISCLOSURE 2017

Rotzman, John	Member Board of Assessment Review
Rubino, Carrie	Secretary to Deputy Supervisor
Russo, Peter	Member Plumbers Examining Board
Schneider, Robert	Deputy Town Commissioner, Aviation and Transportation/Airport Operations Director
Sepe, Vincent	Deputy Town Commissioner of Public Works
Shires, Kevin	Executive Assistant to Comptroller
Sioutopoulos, Maria	Secretary to Town Attorney
Smith, Caroline	Public Information Officer
Stocker, Jonathan	Management Analyst
Sullivan, Daniel	Member Board of Appeals
Trosche, Manuel	CDA
Trotto, Janessa	Assistant Town Attorney
Valdini, Colleen	Legislative Aide
Valletti, Robert	Assistant Town Attorney
Varrichio, Anthony	Chief Engineer (Resource)
Wahlberg, Deirdre	Secretary to Commissioner of Public Works
Walsfh, Michael	Deputy Town Attorney
Walsler, John	Asst. Town Dir. Of Economic Development
Weeks, Kenneth	Director, Building and Housing/Chief Building Inspector
Weik, Alexis	Town Tax Receiver
Welling, Kara	Legislative Aide
Wexler, William D. ESQ	Member Board of Appeals

1/9/2017

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

No. 4

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Town Board appointment of Members to the Islip Youth Board.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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

Holly Riker

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

enclosure:

cc: OLGA H. MURRAY, TOWN CLERK
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
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 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.

In accordance with Local Law #4 of 1977, the Town of Islip Youth Board shall consist of both youth and adult members representing the different geographic areas of the Town, various ethnic and minority groups, as well as the fields of education, mental hygiene, welfare and youth organizations.

By this resolution, the Town Board authorizes the appointment of the following individuals to a four year term on the Islip Youth Board:

Christian Muller- Islip (Youth)
Madison Esposito- West Islip (Youth)
Meaghan Dwyer- Islip (Youth)
Noah Stiles- East Islip (Youth)
Christina Molloy- West Islip (Youth)
Michael Boyle- Bay Shore (Youth)
Aimee Quinlan Bay Shore (Youth)
Matthew Ortmann- East Islip (Youth)
Stephen Bernhardt- East Islip (Youth)
Colin Fitzgerald- East Islip (Youth)

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Town of Islip Youth Board
2. Site or location effected by resolution: Town of Islip
3. Cost: N/A
4. Budget line: N/A
5. Amount and source of outside funding: \$ N/A

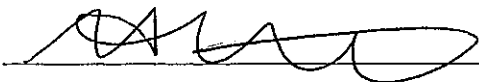
ENVIRONMENTAL IMPACT: Is this action subject to a SEQRA environmental review?

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

☒ 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



12/21/16

January 24, 2017

Resolution # _____

WHEREAS, the Islip Youth board plays a vital role in identifying youth service needs, encouraging the development of needed programs, making recommendations as to the distribution of Town funds to support youth services, and monitoring the progress of Town affiliated youth service agencies; and

WHEREAS, in accordance with Town, County and State Guidelines, the Youth Board should include both youth and adult members representing the different geographic areas of the Town, as well as its various ethnic and minority groups; and

WHEREAS, the youth named below has been recommended by the Islip Youth Board for a four year appointment to the Islip Town Youth Board.

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

RESOLVED, the following youth be appointed to a four year term on the Islip Town Youth Board:

Christian Muller, Islip, NY 11751
Madison Esposito, West Islip, NY 11795
Meaghan Dwyer, Islip, NY 11751
Noah Stiles, East Islip, NY 11730
Christina Molloy, West Islip, NY 11795
Michael Boyle, Bay Shore, NY 11706
Aimee Quinlan, Bay Shore, NY 11706
Matthew Ortmann, East Islip, NY 11730
Stephen Bernhardt, East Islip, NY 11730
Colin Fitzgerald, East Islip, NY 11730

UPON A VOTE BEING TAKEN, the result was:

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

No. 5

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Meeting of the Town of Islip Foreign Trade Zone Board.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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

Brad Hemingway

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

enclosure:

cc: OLGA H. MURRAY, TOWN CLERK
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

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

January 24, 2017

1. Meeting called to order;
2. Approval of the minutes from November 22, 2016 meeting of Islip Foreign Trade Zone Board;
3. Authorization for the Town of Islip Foreign Trade Zone Authority to enter into a professional auditing contract with BST & Co. CPAs, LLP for year ending December 31, 2016;
4. Adjournment;



TOWN OF ISLIP
FOREIGN TRADE ZONE AUTHORITY

Brad Hemingway
Executive Director

Jaime Martinez
Deputy Director

November 22, 2016

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

Item number one is a meeting of the Town of Islip Foreign Trade Zone Authority. The meeting was called to order at 3:23 P.M., on motion by John Cochrane Jr., seconded by Trish Bergin Weichbrodt, and unanimously approved, at Islip Town Hall, 655 Main St., Islip NY.

Board Members Present

Steven Flotteron
Trish Bergin Weichbrodt
John Cochrane Jr.
Mary Kate Mullen

Officers Present

Angie M. Carpenter, Chair
Thomas Hemingway III, Executive Director
Jaime Martinez, Treasurer- (Absent)
Shelly LaRose-Arken, VP and Secretary

Item number two is approval of the minutes from previous Town of Islip Foreign Trade Zone Board meeting on August 9, 2016. Motion to approve the minutes made by Mary Kate Mullen, seconded by Trish Bergin Weichbrodt and approved by all.

Item number three is approval of the Town of Islip Foreign Trade Zone Authority 2017 budget. With few questions asked a motion to approve the 2017 budget was made by John Cochrane Jr., seconded by Trish Bergin Weichbrodt and approved by all.

With no further business, **item number four** is adjournment of the Foreign Trade Zone Board meeting. On a motion by Steven Flotteron, seconded by Trish Bergin Weichbrodt and unanimously approved. The meeting was adjourned at 3:25 P.M.

Jaime Martinez, Treasurer

**TOWN of ISLIP
FOREIGN TRADE ZONE
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 Town Attorney 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.

Authorization for the Town of Islip Foreign Trade Zone Authority to enter into a professional auditing contract with BST & Co. CPAs, LLP for one year, with three additional one-year renewal.

SPECIFY WHERE APPLICABLE:

1. **Entity or individual benefitted by resolution:**
Town of Islip Foreign Trade Zone Authority
2. **Site or location effected by resolution:**
Town of Islip Foreign Trade Zone Authority
3. **Cost** \$12,900
4. **Budget Line:** ZF01.1015.45050
5. **Amount and source of outside funding:**

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.

Not an Action within SEQRA

Signature of Commissioner/Department Head Sponsor.

1/6/17
Date

January 24, 2017

WHEREAS, on April 19, 2016 the Town of Islip Foreign Trade Zone Authority Board authorized the Supervisor as Chairman of the Foreign Trade Zone Authority Board to enter into an agreement with SaxBST LLP, P.C. to provide auditing services to the Foreign Trade Zone Authority;

WHEREAS, the current contract expired upon completion of the audit for the year ended December 31, 2015, and;

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

WHEREAS, the Town of Islip Foreign Trade Zone Authority has received consent from BST & Co. CPAs, LLP to extend the contract to perform the audit of the Authority for one year ended December 31, 2016, and;

WHEREAS, the Town of Islip Foreign Trade Zone Authority is interested in extending the contract with BST & Co. CPAs, LLP to perform this audit.

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

RESOLVED, that the Authority Board hereby authorizes the Town of Islip Foreign Trade Zone Authority Executive Director to execute a one year extension with BST & Co. CPAs, LLP, with an option to renew, by mutual written consent, for three (3) additional, one (1) year renewals for Auditing and Accounting Services.

Upon a vote being taken, the result was:



August 23, 2016

Board of Directors
Town of Islip Foreign Trade Zone Authority
One Trade Zone Drive
Ronkonkoma, New York 11779

Attention: Brad Hemingway, Executive Director

The Objective and Scope of the Audit of the Financial Statements

You have requested that we audit the Town of Islip Foreign Trade Zone Authority's (Authority) statement of net position as of December 31, 2016, with the option to audit the periods ending December 31, 2017 and 2018, and the related statements of revenues, expenses, and changes in net position, and cash flows for the year then ending, and the related notes to the financial statements, which collectively comprise the basic financial statements.

We are pleased to confirm our understanding of this audit engagement by means of this letter. Our acceptance of this engagement is subject to our satisfactorily completing our normal engagement acceptance procedures, including review of the audit documentation of your previous auditors, adverse date searches, and communication and coordination efforts with component auditors. We will notify you promptly if we become aware of anything during our acceptance procedures or the review of audit documentation that results in our not being able to continue this engagement.

Our audit will be conducted with the objective of our expressing an opinion on the financial statements.

The Responsibilities of the Auditor

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (GAAS); and *Government Auditing Standards* issued by the Comptroller General of the United States (GAS).

Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS. Also, an audit is not designed to detect errors or frauds that are immaterial to the financial statements. The determination of abuse is subjective; therefore, GAS does not expect us to provide reasonable assurance of detecting abuse.

In making our risk assessments, we consider internal control relevant to the Authority's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

We will also communicate to the Board of Directors (a) any fraud involving senior management and fraud (whether caused by senior management or other employees) that causes a material misstatement of the financial statements that becomes known to us during the audit, and (b) any instances of noncompliance with laws and regulations that we become aware of during the audit (unless they are clearly inconsequential).

Our report on internal control will include any significant deficiencies and material weaknesses in controls of which we become aware as a result of obtaining an understanding of internal control and performing tests of internal control consistent with requirements of the standards identified above. Our report on compliance matters will address material errors, fraud, abuse, violations of compliance obligations, and other responsibilities imposed by state and federal statutes and regulations or assumed by contracts; and any state or federal grant, entitlement or loan program questioned costs of which we become aware, consistent with requirements of the standards identified above.

The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance acknowledges and understands that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. To evaluate subsequent events through the date the financial statements are issued or available to be issued, and to disclose the date through which subsequent events were evaluated in the financial statements. Management also agrees that it will not evaluate subsequent events earlier than the date of the management representation letter referred to below;
3. For the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
4. For establishing and maintaining effective internal control over financial reporting, and for informing us of all significant deficiencies and material weaknesses in the design or operation of such controls of which it has knowledge;
5. For (a) making us aware of significant vendor relationships where the vendor is responsible for program compliance, (b) following up and taking corrective action on audit findings, and (c) report distribution, and

6. To provide us with:

- a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation and other matters;
- b. Additional information that we may request from management for the purpose of the audit;
- c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence;
- d. When applicable, a summary schedule of prior audit findings for inclusion in the single audit reporting package, and
- e. If applicable, responses to any findings reported on the schedule of findings and questioned costs.

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit, including among other items:

1. That management has fulfilled its responsibilities as set out in the terms of this letter, and
2. That it believes the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Management is responsible for identifying and ensuring that the Authority complies with the laws and regulations applicable to its activities, and for informing us about all known material violations of such laws or regulations. In addition, management is responsible for the design and implementation of programs and controls to prevent and detect fraud or abuse, and for informing us about all known or suspected fraud or abuse affecting the entity involving management, employees who have significant roles in internal control, and others where the fraud or abuse could have a material effect on the financial statements or compliance. Management is also responsible for informing us of its knowledge of any allegations of fraud or abuse, or suspected fraud or abuse, affecting the entity received in communications from employees, former employees, analysts, regulators or others.

Management is responsible for the preparation of the supplementary information in accordance with accounting principles generally accepted in the United States of America. Management agrees to include the auditor's report on the supplementary information in any document that contains the supplementary information and indicates that the auditor has reported on such supplementary information. Management also agrees to present the supplementary information with the audited financial statements or, if the supplementary information will not be presented with audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance of the supplementary information and the auditor's report thereon.

The Board of Directors is responsible for informing us of its views about the risks of fraud or abuse within the entity, and its knowledge of any fraud or abuse or suspected fraud or abuse affecting the entity.

Our association with any proposed offering is not necessary, providing the Authority agrees to clearly indicate that we are not associated with the contents of any such official statement or memorandum. The Authority agrees that the following disclosure will be prominently displayed in any such official statement or memorandum:

BST & Co. CPAs, LLP, our independent auditor, has not been engaged to perform, and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. BST & Co. CPAs, LLP also has not performed any procedures relating to this official statement.

Because BST & Co. CPAs, LLP (BST) will rely on the Authority and its management and Board of Directors to discharge the foregoing responsibilities, the Authority holds harmless and releases BST and its partners and employees from all claims, liabilities, losses and costs arising in circumstances where there has been a knowing misrepresentation by a member of the Authority's management that has caused, in any respect, BST's breach of contract or negligence. This provision shall survive the termination of this arrangement for services.

Records and Assistance

If circumstances arise relating to the condition of the Authority's records, the availability of appropriate audit evidence or indications of a significant risk of material misstatement of the financial statements because of error, fraudulent financial reporting or misappropriation of assets which, in our professional judgment, prevent us from completing the audit or forming an opinion, we retain the unilateral right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

During the course of our engagement, we may accumulate records containing data that should be reflected in the Authority's books and records. The Authority will determine that all such data, if necessary, will be so reflected. Accordingly, the Authority will not expect us to maintain copies of such records in our possession.

The assistance to be supplied by the Authority's personnel, including the preparation of schedules and analyses of accounts, has been discussed and coordinated with Jamie Martinez, Deputy Director. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report.

Other Relevant Information

BST may mention the Authority's name and provide a general description of the engagement in BST's client lists and marketing materials.

In accordance with GAS, a copy of our most recent peer review report is enclosed for your information.

Fees, Costs, and Access to Workpapers

Our fees for the audit and accounting services described above are based upon the value of the services performed and the time required by the individuals assigned to the engagement. Our proposed fee and completion of our work are based upon the following criteria:

1. Anticipated cooperation from Authority personnel;
2. Timely responses to our inquiries;
3. Timely completion and delivery of client assistance requests;
4. Timely communication of all significant accounting and financial reporting matters, and
5. The assumption that unexpected circumstances will not be encountered during the engagement.





3325 Saw Mill Run Blvd.
Pittsburgh, PA 15227-2736
412/885-5045
Fax 412/885-4870
www.gbaco.com

Certified Public Accountants

SYSTEM REVIEW REPORT

December 12, 2013

To the Partners

SaxBST, LLP (formerly Bollam, Sheedy, Torani & Co., LLP)
and the National Peer Review Committee of the AICPA

We have reviewed the system of quality control for the accounting and auditing practice of SaxBST, LLP (formerly Bollam, Sheedy, Torani & Co., LLP) (the firm) applicable to non-SEC issuers in effect for the year ended August 31, 2013. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a system review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards*; audits of employee benefit plans, and examinations of service organizations (Service Organizations Control (SOC) 1 and 2 engagements).

In our opinion, the system of quality control for the accounting and auditing practice of SaxBST, LLP (formerly Bollam, Sheedy, Torani & Co., LLP) applicable to non-SEC issuers in effect for the year ended August 31, 2013, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. SaxBST, LLP (formerly Bollam, Sheedy, Torani & Co., LLP) has received a peer review rating of *pass*.

Goff Backa Alfera & Company, LLC

GOFF BACKA ALFERA & COMPANY, LLC
PITTSBURGH, PENNSYLVANIA

Our proposed all-inclusive maximum price for the December 31, 2016 audit is \$12,900. If the Authority would commit to a multi-year professional services arrangement, we would propose the following fee structure:

Fiscal Year Ending	Proposed Fee
December 31, 2016	\$12,600
December 31, 2017	\$12,800
December 31, 2018	\$13,000

If any of the aforementioned criteria are not met, then fees may increase. Interim billings will be submitted as work progresses and as expenses are incurred. We will submit our bill for these services promptly upon rendering the report. Billings are due upon submission.

Our professional standards require that we perform certain additional procedures, on current and previous years' engagements, whenever a partner or professional employee leaves the firm and is subsequently employed by or associated with a client in a key position. Accordingly, the Authority agrees it will compensate BST for any additional costs incurred as a result of the Authority's employment of a partner or professional employee of BST.

In the event we are requested or authorized by the Authority or are required by government regulation, subpoena or other legal process to produce our documents or our personnel as witnesses with respect to our engagement for the Authority, the Authority will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

The audit documentation for this engagement is the property of BST and constitutes confidential information. However, you acknowledge and grant your assent that representatives of the cognizant or oversight agency or their designee, other government audit staffs, and the U.S. Government Accountability Office shall have access to the audit documentation upon their request and that we shall maintain the audit documentation for a period of at least three years after the date of the report, or for a longer period if we are requested to do so by the cognizant or oversight agency. Access to requested documentation will be provided under the supervision of BST audit personnel and at a location designated by our firm.

Since the Authority is a component of a group in accordance with AU-C Section 600, *Special Considerations-Audits of Group Financial Statements (Including the Work of Component Auditors)*, we may receive requests to provide our workpapers to the group auditor and respond to their inquiries regarding certain matters. The Authority agrees that BST may provide the audit workpapers to the group auditor and respond to its inquiries within BST's professional judgment.

Claim Resolution

The Authority and BST agree that no claim arising out of services rendered pursuant to this agreement shall be filed more than two years after the date of the audit report issued by BST or the date of this arrangement letter if no report has been issued. The Authority waives any claim for punitive damages. BST's liability for all claims, damages and costs of the Authority arising from this engagement is limited to the amount of fees paid by the Authority to BST for the services rendered under this arrangement letter.

If any term or provision of this agreement is determined to be invalid or unenforceable, such term or provision will be deemed stricken and all other terms and provisions will remain in full force and effect.



Reporting

We will issue a written report upon completion of our audit of the Authority's financial statements. Our report will be addressed to the Board of Directors of the Authority. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraphs, or withdraw from the engagement.

In addition to our report on the Authority's financial statements, we will also issue the following types of reports:

1. Report on internal control related to the financial statements. This reports will describe the scope of testing of internal control and the results of our tests of internal control.
2. Report on compliance with laws, regulations, and the provisions of contracts or grant agreements. We will report on any noncompliance that could have a material effect on the financial statements.
3. An accompanying schedule of findings and responses.

This letter constitutes the complete and exclusive statement of agreement between BST and the Authority, superseding all proposals, oral or written, and all other communications with respect to the terms of the engagement between the parties.

Please sign and return a copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements, including our respective responsibilities.

Very truly yours,

BST & Co. CPAs, LLP



Brendan K. Kennedy, Partner

BKK/emt
Enclosure

Confirmed on behalf of Town of Islip Foreign Trade Zone Authority:

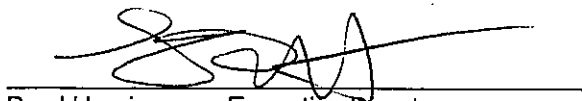
Please select one:

☒

One-year option - December 31, 2016

☐

Three-year option - December 31, 2016, 2017, and 2018



Brad Hemingway, Executive Director

1/6/17
Date



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

No. 6

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Option Year Resolutions

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

OPTION YEAR RESOLUTIONS
JANUARY 24 2017

- | | | |
|----|---|--|
| 1. | PRINTING OF LETTERHEAD & ENVELOPES | -MJB Corp.
d/b/a Mod Printing
-Suffolk Printing
-Printcorp
-KM Printing
d/b/a Miller's Minuteman
Press |
| 2. | PRINTING OF RECREATION BROCHURES &
LAYOUT SERVICE (TYPESETTER) | -Indiana Printing &
Publishing Co. |
| 3. | RECONDITIONING & REFURBISHING OF
TRUCK OR EQUIPMENT | -Islandwide Auto/Truck
Collision, Ltd. (Primary)
-Suffolk County Brake
Service, Inc. (Secondary) |

NO: 1

PRINTING OF LETTERHEAD & ENVELOPES

VENDORS: MJB Printing Corp., d/b/a MOD Printing
Suffolk Printing
Printcorp
KM Printing LLC, d/b/a Miller's Minuteman Press

OPTION: One (1) year

ANTICIPATED EXPENDITURE: \$125,000.00

DEPARTMENT: Purchasing

JUSTIFICATION OF NEED: To provide letterhead and envelopes to
Town departments.

NO: 2 PRINTING OF RECREATION BROCHURE & LAYOUT SERVICE (TYPESETTER)

VENDOR: Indiana Printing & Publishing Co.

OPTION: Two (2) years – expiring December 31, 2018

ANTICIPATED EXPENDITURE: \$65,000.00

DEPARTMENT: Parks, Recreation & Cultural Affairs

JUSTIFICATION OF NEED: Layout and printing services for three (3)

Recreation News publications.

NO: 3 RECONDITIONING & REFURBISHING OF TRUCK OR EQUIPMENT

VENDORS: Islandwise Auto/Truck Collision Ltd. (primary vendor)
Suffolk County Brake Service (secondary vendor)

OPTION: One (1) year

ANTICIPATED EXPENDITURE: \$10,000.00

DEPARTMENT: Environmental Control

JUSTIFICATION OF NEED: Repair and maintenance of existing Town
equipment.

NO: 1

PRINTING OF LETTERHEAD & ENVELOPES

VENDORS: MJB Printing Corp., d/b/a MOD Printing
Suffolk Printing
Printcorp
KM Printing LLC, d/b/a Miller's Minuteman Press

OPTION: One (1) year

ANTICIPATED EXPENDITURE: \$125,000.00

DEPARTMENT: Purchasing

JUSTIFICATION OF NEED: To provide letterhead and envelopes to
Town departments.

WHEREAS, by a Town Board resolution adopted JANUARY 20, 2016, Contract #1115-159 for PRINTING OF LETTERHEAD & ENVELOPES was awarded to MJB Corp., d/b/a MOD Printing, 280 Islip Ave., Islip, NY 11751; Suffolk Printing, 26 W. Main St., Bay Shore, NY 11706; Printcorp, 2050 Ocean Ave., Ronkonkoma, NY 11779 and KM Printing, LLC, d/b/a Miller's Minuteman Press, 11195 Dolfeld Blvd., Owings Mills, MD 2117, the lowest responsible bidders; and

WHEREAS, said contract was for a period of one (1) year from date of award with an option to renew for one (1) additional year period; and

WHEREAS, the Purchasing Director has recommended that the Town exercise the option to renew this 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 the option to renew the contract with MJB Printing Corp., d/b/a MOD Printing; Suffolk Printing; Printcorp and KM Printing, LLC d/b/a Miller's Minuteman Press (Contract #1115- 159) for the one (1) year period.

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

FROM: Michael Rand, Purchasing Director
DATE: December 2, 2016
RE: PRINTING OF LETTERHEAD & ENVELOPES, CONTRACT #1115-159

The option year for the above mentioned contract is Please indicate below your intentions:

We agree with extending the referenced contract

☒

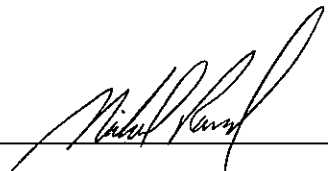
We do not wish to extend this contract

☐

We request that the service/commodity be re-bid

☐

SIGNED



WHEREAS, the Town solicited competitive bids for the purchase of PRINTING OF LETTERHEAD & ENVELOPES, CONTRACT #1115-159, and

WHEREAS, on November 18, 2015 sealed bids were opened and MJB Printing Corp., d/b/a MOD Printing, 280 Islip Ave., Islip, NY 11751; Suffolk Printing, 26 W. Main St., Bay Shore, New York 11706; Printcorp, 2050 Ocean Ave., Ronkonkoma, NY 11779 and KM Printing, LLC, d/b/a Miller's Minuteman Press, 11195 Dolfeld Blvd., Owings Mills, MD 21117 submitted the apparent low dollar bid; and

WHEREAS, MJB Printing Corp., d/b/a MOD Printing; Suffolk Printing; Printcorp, Inc. and KM Printing, LLC, d/b/a Miller's Minuteman Press have been determined to be a responsible bidder.

NOW, THEREFORE, on a motion of Councilwoman Mary Kate Mullen seconded by Councilman John C. Cochrane, Jr., be it,

RESOLVED, that the Town Board of the Town of Islip hereby award the contract to the following vendors as per the following bid items:

MJB Corp., d/b/a MOD Printing – items #1 (500-4,000); 2 (500-4,000); 3. (500-4,000)
4. (500-5,000); 5. (500-3,000); 6. (500-3,000);
7. (500); 8. (500-2,000); 9. (500-1,000);
10. (500); 11. (500)

Suffolk Printing – item #11 (1,000)

Printcorp, Inc. – items #3. (5,000); 5. (4,000-5,000); 6. (4,000-5,000); 7. (1,000-5,000)
8. (3,000-5,000); 9. (2,000-5,000); 10. (1,000-5,000); 11. (2,000-5,000)

KM Printing, LLC d/b/a Miller's Minuteman Press – Items #1 (5,000); 2. (5,000)

for Printing of Letterhead & Envelopes for a period of one (1) year from date of award with the Town's option to renew for one (1) additional year.

Upon a vote being taken, the result was: 4-0 with Councilwoman Trish Bergin Weichbrodt absent.

NO: 2 PRINTING OF RECREATION BROCHURE & LAYOUT SERVICE (TYPESETTER)

VENDOR: Indiana Printing & Publishing Co.

OPTION: Two (2) years – expiring December 31, 2018

ANTICIPATED EXPENDITURE: \$65,000.00

DEPARTMENT: Parks, Recreation & Cultural Affairs

JUSTIFICATION OF NEED: Layout and printing services for three (3)

Recreation News publications.

WHEREAS, by a Town Board resolution adopted February 9, 2016, Contract #1215-32(A-B) for PRINTING OF RECREATION BROCHURE & LAYOUT SERVICE (TYPESETTER) was awarded to Indiana Printing & Publishing Co., 899 Water St., Indiana, PA 15701, the lowest responsible bidder.

WHEREAS, said contract was for a period until December 31, 2016 with an option to renew for two (2) additional years, expiring December 31, 2018.

WHEREAS, the Commissioner of Parks, Recreation & Cultural Affairs has recommended that the Town exercise the option to renew this contract for Printing of Recreation Brochure & Layout Service (Typesetter) for (2) years expiring December 31, 2018.

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

RESOLVED, that the Town Board of the Town of Islip hereby authorizes the option to renew the contract with Indiana Printing & Publishing Co. (Contract #1215-32(A-B)) for two (2) years expiring December 31, 2018.

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: Thomas Owens, Comm. Parks, Recreation & Cultural Affairs
FROM: Barbara Maltese, Principal Clerk *B. Maltese*
DATE: December 2, 2016
RE: PRINTING OF RECREATION BROCHURE & LAYOUT SERVICE
(TYPESETTER), CONTRACT #1215-32 (A-B)

The option year for the above mentioned contract is December 31, 2016. 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

[Signature]

WHEREAS, the Town solicited competitive bids for the purchase of PRINTING OF RECREATION BROCHURE & LAYOUT SERVICE (TYPESETTER), CONTRACT #1215-32(A-B), and

WHEREAS, on December 30, 2015 sealed bids were opened and Indiana Printing & Publishing Co., 899 Water St., Indiana, PA 15701 submitted the apparent low dollar bid; and

WHEREAS, Indiana Printing & Publishing Co. has been determined to be a responsible bidder.

NOW, THEREFORE, on a motion of Councilman John C. Cochrane, Jr., seconded by Councilwoman Trish Bergin Weichbrodt, be it,

RESOLVED, that the Town Board of the Town of Islip hereby award the contract to Indiana Printing & Publishing Co. in the amount of various prices as per bid items A1-6 (Printing) and B1-6 (Layout Services/Typesetter) for Printing of Recreation Brochure & Layout Service (Typesetter) from date of award until December 31, 2016 with the Town's option to renew for two (2) additional years, expiring December 31, 2018.

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

WHEREAS, by a Town Board resolution adopted January 13, 2015, Contract #1014-198 for RECONDITIONING & REFURBISHING OF TRUCK OR EQUIPMENT was awarded to Islandwide Auto/Truck Collision Ltd., 114 Railroad, St., Huntington Station, NY 11746, the primary vendor; and Suffolk County Brake Service, Inc., 862 Lincoln Ave., Bohemia, NY 11716, the secondary vendor; and

WHEREAS, said contract was for a period of two (2) years from date of award with an 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 this 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 the option to renew the contract with Islandwide Auto/Truck Collision Ltd. (primary vendor) and Suffolk County Brake Service, Inc. (secondary vendor), (Contract #1014-198) for the one (1) year period.

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: James Heil, Comm. Environmental Controllo
FROM: Barbara Maltese, Principal Clerk
DATE: December 2, 2016
RE: RECONDITIONING & REFURBISHING OF TRUCK OR EQUIPMENT,
CONTRACT #1014-198

The option year for the above mentioned contract is January 13, 2017. Please indicate below your intentions:

We agree with extending the referenced contract

☒

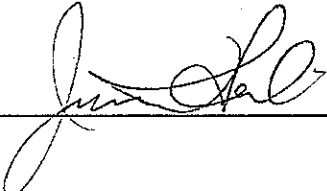
We do not wish to extend this contract

☐

We request that the service/commodity be re-bid

☐

SIGNED



WHEREAS, the Town solicited competitive bids for RECONDITIONING & REFURBISHING OF TRUCK OR EQUIPMENT, CONTRACT #1014-198; and

WHEREAS, the bid states a primary and secondary vendor, due to the nature of the work to be performed is often time sensitive and of an emergency nature; and

WHEREAS, Oct. 22, 2014 sealed bids were opened and Islandwide Auto/Truck Collision Ltd., 114 Roadroad St., Huntington Station, NY 11746 submitted the apparent low dollar bid; and

WHEREAS, Suffolk County Brake Service, Inc., 862 Lincoln Ave., Bohemia, NY 11716 submitted the second apparent low dollar bid; and

WHEREAS, Islandwide Auto/Truck Collision Ltd. and Suffolk County Brake Service, Inc. have been determined to be responsible bidders.

NOW, THEREFORE, on a motion of Councilperson Anthony S. Senft, Jr. seconded by Councilperson Trish Bergin Weichbrodt, be it

RESOLVED, that the Town Board of the Town of Islip hereby award the contract to Islandwide Auto/Truck Collision Ltd, the lowest responsible bidder, as primary vendor, in the amount of: 1. 2% (add markup above cost); 2. No Charge (Pickup-Each Way); 3. \$44.00/hr. (Labor) for a term of two (2) years from date of award with the Town's option to renew for one (1) additional year and be it further

RESOLVED, that the Town Board of the Town of Islip hereby award the contract for secondary vendor to Suffolk County Brake Service, Inc., in the amount of 1. 20% (add up above cost); 2. No Charge (Pickup-Each Way); 3. \$79.00/hr. (Labor) for Reconditioning & Refurbishing of Truck or Equipme4nt for a term of 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 4-0 with the Office of the Supervisor vacant.

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

No. 7

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Bid Awards

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

BIDS TO BE AWARDED
JANUARY 24, 2017

- | | | |
|----|--|---|
| 1. | SUPPLY AND DELIVERY OF GENERAL FILL
AND CLAY MATERIAL | -Watral Brothers, Inc.
-Bove Industries, Inc. |
| 2. | SPECIAL BUS TRIPS | -Elegant Coach Tours, Inc.
-Suffolk Transportation |
| 3. | WELDING SUPPLIES & PRODUCTS | -Robinson's Industrial
Gas & Equipment Corp. |

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

BID PRICE: 1. \$10.50/ton (General Fill)
 2. \$22.19/ton (Clay)

LOWEST RESPONSIBLE BIDDER: Watral Brothers, Inc. #2
 Bove Industries, Inc. #1

COMPETITIVE BID: Yes – November 23, 2016

BUDGET ACCOUNT NUMBER: RZO2 1020.4-4303

ANTICIPATED EXPENDITURE: \$80,000.00

DEPARTMENT: Resource Recovery

JUSTIFICATION OF NEED: Material required for daily cover of cleanfill
to remain on compliance with NYS DEC permit conditions and regulations.

NO: 2

SPECIAL BUS TRIPS

BID PRICE: Various Prices as per Bid Items – Coach #1 through 25
School Bus #1 through 28

LOWEST RESPONSIBLE BIDDER: Elegant Coach Tours, Inc. – items #1 through 25
Suffolk Transportation–School Bus #1 through 28

COMPETITIVE BID: Yes – November 30, 2016

BUDGET ACCOUNT NUMBER: A7034.4-4450
A7310.4-4500
A7621.4-4250
Various Z Accounts

ANTICIPATED EXPENDITURE: \$76,000.00

DEPARTMENT: Parks, Recreation & Cultural Affairs

JUSTIFICATION OF NEED: Transportation for Town special event trips and
summer camp trips.

NO: 3

WELDING SUPPLIES & PRODUCTS

BID PRICE: Various Prices as per Bid Items #1a through 3s

LOWEST RESPONSIBLE BIDDER: Robinson's Industrial Gas & Equipment Corp.

COMPETITIVE BID: Oct. 19, 2016 (1st Advertisement)
Nov. 9, 2016 (2nd Advertisement)

BUDGET ACCOUNT NUMBER: A1640.5-1220
DB1640.4-1220

ANTICIPATED EXPENDITURE: \$10,000.00

DEPARTMENT: Public Works

JUSTIFICATION OF NEED: Welding supplies are used in the repair of Town owned equipment.

PLEASE NOTE: This bid was advertised twice. The first advertisement produced only one (1) responding bidder. The second advertisement produced only one (1) responding bidder.

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

BID PRICE: 1. \$10.50/ton (General Fill)
2. \$22.19/ton (Clay)

LOWEST RESPONSIBLE BIDDER: Watral Brothers, Inc. #2
Bove Industries, Inc. #1

COMPETITIVE BID: Yes – November 23, 2016

BUDGET ACCOUNT NUMBER: RZO2 1020.4-4303

ANTICIPATED EXPENDITURE: \$80,000.00

DEPARTMENT: Resource Recovery

JUSTIFICATION OF NEED: Material required for daily cover of cleanfill
to remain on compliance with NYS DEC permit conditions and regulations.

WHEREAS, the Town solicited competitive bids for the purchase of SUPPLY AND DELIVERY OF GENERAL FILL AND CLAY MATERIAL, CONTRACT #1116-23; and

WHEREAS, on November 23, 2016 sealed bids were opened and Watral Brothers, Inc., 45 South 4th Street, Bay Shore, NY 11706 and Bove Industries, Inc., 16 Hulse Rd., East Setauket, New York 11733 submitted the apparent low dollar bids; and

WHEREAS, Watral Brothers, Inc. and Bove Industries, Inc. have been determined to be responsible bidders.

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

RESOLVED, that the Town Board of the Town of Islip hereby award the contract to the following vendors as per the following bid items:

Watral Brothers, Inc. – item #2

Bove Industries, Inc. – item #1

for Supply and Delivery of General Fill and Clay Material for a period of 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:

SUPPLY AND DELIVERY OF
GENERAL FILL AND CLAY

MATERIAL

CONTRACT #

1116-23

DATE:

NOV. 23, 2016

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 # ZR02 1020.4-4303

ESTIMATED AMOUNT \$80,000.00

EAST COAST MINES
ROUTE 2 LEWIS ROAD
E QUOGUE NY 11942

CUSTOM CLAY
85 OAK DRIVE
SYOSSET NY 11791

1. \$32.00/ton (General Fill)

1. \$40.00/ton (Clay)

CHECK #1667005346 - \$500.00
SUBMITTED

WATRAL BROTHERS INC
45 SOUTH 4TH STREET
BAY SHORE NY 11706

1. \$11.19/ton (General Fill)

2. \$22.19/ton (Clay)

BID BOND SUBMITTED

BENIMAX INC
56 MIDDLE COUNTRY RD
MIDDLE ISLAND NY 11953

1. \$23.11/ton (General Fill)

2. NO BID (Clay)

CHECK #13260 - \$500.00
SUBMITTED

BOVE INDUSTRIES INC
16 HULSE ROAD
EAST SETAUKET NY 11733

1. \$10.50/ton (General Fill)

2. NO BID (Clay)

BID BOND SUBMITTED

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

~~COMMISSIONER~~ J. HEIL
PRESIDENT

CONCURS.

SIGNED BY:

MICHAEL RAND
PURCHASING DIRECTOR

BARBARA MALTESE
PRINCIPAL CLERK

NO: 2

SPECIAL BUS TRIPS

BID PRICE: Various Prices as per Bid Items – Coach #1 through 25
School Bus #1 through 28

LOWEST RESPONSIBLE BIDDER: Elegant Coach Tours, Inc. – items #1 through 25
Suffolk Transportation–School Bus #1 through 28

COMPETITIVE BID: Yes – November 30, 2016

BUDGET ACCOUNT NUMBER: A7034.4-4450
A7310.4-4500
A7621.4-4250
Various Z Accounts

ANTICIPATED EXPENDITURE: \$76,000.00

DEPARTMENT: Parks, Recreation & Cultural Affairs

JUSTIFICATION OF NEED: Transportation for Town special event trips and
summer camp trips.

WHEREAS, the Town solicited competitive bids for the purchase of SPECIAL BUS TRIPS, CONTRACT #1216-167; and

WHEREAS, on November 30, 2016 sealed bids were opened and Elegant Coach Tours, Inc., 1836 Route 112, Medford, NY 11763 and Suffolk Transportation, 10 Moffitt Blvd., Bay Shore, NY 11706 submitted the apparent low dollar bids; and

WHEREAS, Elegant Coach Tours, Inc. and Suffolk Transportation have been determined to be responsible bidders.

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

RESOLVED, that the Town Board of the Town of Islip hereby award the contract to the following vendors as per the following bid items:

Elegant Coach Tours, Inc. – Coach items #1 through 25

Suffolk Transportation – School Buses items #1 through 28

for Special Bus Trips for one (1) year from date of award with the Town's option to renew for one (1) additional year.

Upon a vote being taken, the result was:

SPECIAL BUS
TRIPS

CONTRACT # 1216-167

DATE: NOV. 30, 2016

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.

A7034.4-4450; A7310.4-4450; A7621.4-4250

Various Z Accounts

BUDGET # _____ ESTIMATED AMOUNT \$76,000.00

COMPTROLLER'S APPROVAL *Be*

ACCOUNT TITLE Special Events

NORTH FORK EXPRESS
P O BOX 1310
RONKONKOMA NY 11778

ALERT COACH LINES
3355 VETS MEM HWY
RONKONKOMA NY 11779

ELEGANT COACH TOURS INC
1836 ROUTE 112
MEDFORD NY 11763

GOLD STAR LIMO OF NEW YORK
966 SUNRISE HIGHWAY
W BABYLON NY 11704

SUFFOLK TRANSPORTATION
10 MOFFITT BLVD
BAY SHORE NY 11706

MONTAUK BUS CHARTER LLC
209 WADING RIVER RD
CENTER MORICHES NY 11934

award - Coach Items #1 through 1-25
SEE ATTACHED SHEETS

award - School Bus Items #1 through 28
SEE ATTACHED SHEETS

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

COMMISSIONER T. OWENS CONCURS.

SIGNED BY:

Michael Rand
MICHAEL RAND
PURCHASING DIRECTOR

Barbara Maltese
BARBARA MALTESE
PRINCIPAL CLERK

SPECIAL BUS TRIPS	ELEGANT	SUFFOLK
CONTRACT #1216-167	COACH TOURS	TRANSPORTATION
ITEM		
COACH		
1. Various Shows, etc.		
Eleven (11) hrs.	\$900.00	NO BID
Add'l Hour	\$65.00	NO BID
2. Peddler's Village		
Fifteen (15) hrs.	\$1,100.00	NO BID
Add'l Hour	\$65.00	NO BID
3. Hampton, NJ		
Fifteen (15) hrs.	\$1,100.00	NO BID
Add'l Hour	\$65.00	NO BID
4. West Point, NY		
Fifteen (15) hrs.	\$1,100.00	NO BID
Add'l Hour	\$65.00	NO BID
5. Pamona, NY		
Fifteen (15) hrs.	\$1,100.00	NO BID
Add'l Hour	\$65.00	NO BID
6. Jericho, NY		
Eight (8) hrs.	\$800.00	NO BID
Add'l Hour	\$65.00	NO BID
7. Monticello, NY		
Twelve (12) hrs.	\$1,000.00	NO BID
Add'l Hour	\$65.00	NO BID
8. Greenport, NY		
Nine (9) hrs.	\$850.00	NO BID
Add'l Hour	\$65.00	NO BID
9. Groton, CT - Mohegan Sun		
Fourteen (14) hrs.	\$1,150.00	NO BID
Add'l Hour	\$65.00	NO BID
10. Elmont, NY		
Eleven (11) hrs.	\$900.00	NO BID
Add'l Hour	\$65.00	NO BID

ITEM	ELEGANT	SUFFOLK
	COACH TOURS	TRANSPORTATION
11. Mt. Pocono, PA		
Thirteen (13) hrs.	\$1,100.00	NO BID
Add'l Hour	\$65.00	NO BID
12. Tarrytown, NY		
Ten (10) hrs.	\$1,000.00	NO BID
Add'l Hour	\$65.00	NO BID
13. Stony Brook, NY		
Eight (8) hrs.	\$800.00	NO BID
Add'l Hour	\$65.00	NO BID
14. Brooklyn, NY		
Ten (10)hrs.	\$900.00	NO BID
Add'l Hour	\$65.00	NO BID
15. Ephrata, PA		
Fifteen (15) hrs.	\$1,100.00	NO BID
Add'l Hour	\$65.00	NO BID
16. Atlantic City, NJ		
Thirteen (13) hrs.	\$1,100.00	NO BID
Add'l Hour	\$65.00	NO BID
17. Yonkers, NY		
Ten (10) hrs.	\$900.00	NO BID
Add'l Hour	\$65.00	NO BID
18. Jamaica, Queens, NY		
Ten (10) hrs.	\$900.00	NO BID
Add'l Hour	\$65.00	NO BID
19. New Hope, PA		
Twelve (12) hrs.	\$1,100.00	NO BID
Add'l Hour	\$65.00	NO BID
20. Orient Point, NY		
Six (6) hrs.	\$750.00	NO BID
Add'l Hour	\$65.00	NO BID
21. Elmsford, NY		
Ten (10) hrs.	\$1,000.00	NO BID
Add'l Hour	\$65.00	NO BID

ITEM	ELEGANT	SUFFOLK
	COACH TOURS	TRANSPORTATION
22. Bronx, NY		
Nine (9) hrs.	\$900.00	NO BID
Add'l hour	\$65.00	NO BID
23. Strasburg, PA		
Fifteen (15) hrs.	\$1,100.00	NO BID
Add'l Hour	\$65.00	NO BID
24. In State (not listed)		
Per Bus	\$1,000.00	NO BID
Per Hour	\$65.00	NO BID
25. Out-of-State (not listed)		
Per Bus	\$1,100.00	NO BID
Per Hour	\$65.00	NO BID
SCHOOL BUSES		
1. Beaches/Pool		
Four (4) hrs.	NO BID	\$210.00
Add'l Hour	NO BID	\$52.50
2. Adventure Lane		
Six (6) hrs.	NO BID	\$315.00
Add'l Hour	NO BID	\$52.50
3. LI Game Farm		
Six (6) hrs.	NO BID	\$315.00
Add'l Hour	NO BID	\$52.50
4. Vanderbilt Planetarium		
Four (4) hrs.	NO BID	\$210.00
Add'l Hour	NO BID	\$52.50
5. 402 Main St., Islip		
Four (4) hrs.	NO BID	\$210.00
Add' Hour	NO BID	\$52.50
6. Splish, Splash		
Eight (8) hrs.	NO BID	\$420.00
Add'l Hour	NO BID	\$52.50

ITEM	ELEGANT	SUFFOLK
	COACH TOURS	TRANSPORTATION
7. Nassau Coliseum		
Eight (8) hrs.	NO BID	\$420.00
Add'l Hour	NO BID	\$52.50
8. Citi Field		
Eight (8) hrs.	NO BID	\$420.00
Add'l Hour	NO BID	\$52.50 (+ tolls/pkg.fees)
9. Madison Sq. Garden		
Ten (10) hrs.	NO BID	\$525.00
Add'l Hour	NO BID	\$52.50 (+tools/pkg.fees)
10. Bronx Zoo		
Eight (8) hrs.	NO BID	\$420.00
Add'l Hour	NO BID	\$52.50 (+tools/pkg.fees)
12. Ferry at Orient Point		
Eight (8) hrs.	NO BID	\$420.00
Add'l Hour	NO BID	\$52.50
13. LI Children's Museum		
Six (6) hrs.	NO BID	\$315.00
Add'l Hour	NO BID	\$52.50
14. Atlantic Marine World		
Eight (8) hrs.	NO BID	\$420.00
Add'l Hour	NO BID	\$52.50
15. Fire Island Ferries		
Four (4) hrs.	NO BID	\$210.00
Add'l Hour	NO BID	\$52.50
16. Funzone		
Four (4) hrs.	NO BID	\$210.00
Add'l Hour	NO BID	\$52.50
17. Dae & Busters		
Four (4) hrs.	NO BID	\$210.00
Add'l Hour	NO BID	\$52.50
18. Sayville Movie Theater		
Four (4) hrs.	NO BID	\$210.00
Add'l Hour	NO BID	\$52.50

ITEM	ELEGANT	SUFFOLK
	COACH TOURS	TRANSPORTATION
19. Pump It Up		
Four (4) hrs.	NO BID	\$210.00
Add'l Hour	NO BID	\$52.50
20. East Islip Lanes		
Four (4) hrs.	NO BID	\$210.00
Add'l Hour	NO BID	\$52.50
21. Catering Halls		
Six (6) hrs.	NO BID	\$315.00
Add'l Hour	NO BID	\$52.50
22. Creative Ministries		
Four (4) hrs.	NO BID	\$210.00
Add'l Hour	NO BID	\$52.50
23. Duck's Stadium		
Five (5) hrs.	NO BID	\$262.50
Add'l Hour	NO BID	\$52.50
24. Patchogue Theatre		
Six (6) hrs.	NO BID	\$315.00
Add'l Hour	NO BID	\$52.50
25. Westbury		
Six (6) hrs.	NO BID	\$315.00
Add'l Hour	NO BID	\$52.50
26. Greenvale		
Six (6) hrs.	NO BID	\$315.00
Add'l Hour	NO BID	\$52.50
27. Planting Fields		
Six (6) hrs.	NO BID	\$315.00
Add'l Hour	NO BID	\$52.50
28. Additional Trips LI		
Four (4) hrs.	NO BID	\$210.00
Add'l Hour	NO BID	\$52.50

NO: 3

WELDING SUPPLIES & PRODUCTS

BID PRICE: Various Prices as per Bid Items #1a through 3s

LOWEST RESPONSIBLE BIDDER: Robinson's Industrial Gas & Equipment Corp.

COMPETITIVE BID: Oct. 19, 2016 (1st Advertisement)
Nov. 9, 2016 (2nd Advertisement)

BUDGET ACCOUNT NUMBER: A1640.5-1220
DB1640.4-1220

ANTICIPATED EXPENDITURE: \$10,000.00

DEPARTMENT: Public Works

JUSTIFICATION OF NEED: Welding supplies are used in the repair of Town
owned equipment.

PLEASE NOTE: This bid was advertised twice. The first advertisement produced
only one (1) responding bidder. The second advertisement produced only one
(1) responding bidder.

WHEREAS, the Town solicited competitive bids for the purchase of WELDING SUPPLIES & PRODUCTS, CONTRACT #1016-112; and

WHEREAS, the bid was advertised twice and opened on November 9, 2016; and

WHEREAS, Robinson's Industrial Gas & Equipment Corp., 920 Lincoln Ave., Holbrook, New York 11741 submitted the only bid for this contract; and

WHEREAS, Robinson's Industrial Gas & Equipment Corp. 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 Robinson's Industrial Gas & Equipment Corp. in the amount of various prices as per bid items #1a through 3s for Welding Supplies & Products for one (1) year from date of award with the Town's option to renew for one (1) additional year.

Upon a vote being taken, the result was:

WELDING SUPPLIES
& PRODUCTS


CONTRACT # 1016-112

DATE: NOV. 9, 2016

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 # A1640.4-1220; DB1640.4-1220 ESTIMATED AMOUNT \$10,000.00

COMPTROLLER'S APPROVAL  ACCOUNT TITLE Motor Vehicle Supplies
(THIS BID WAS ADVERTISED TWICE)

AIRWELD INC
94 MARINE STREET
FARMINGDALE NY 11735


ROBINSON'S INDUSTRIAL GAS &
EQUIPMENT CORP
920 LINCOLN AVE
HOLBROOK NY 11741

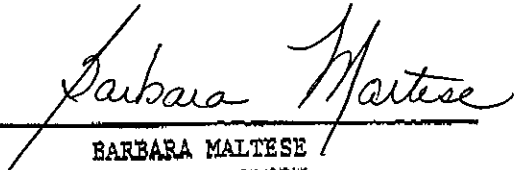
award - all items #1a through 3s
SEE ATTACHED SHEET

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

COMMISSIONER T. OWENS CONCURS.

SIGNED BY:


MICHAEL RAND
PURCHASING DIRECTOR


BARBARA MALTESE
PRINCIPAL CLERK

WELDING SUPPLIES & PRODUCTS	ROBINSON'S
CONTRACT #1016-112	IND. GAS & EQUIP.
ITEM #	
1. RENTAL OF TANKS	
Tanks	
a. Argon Tank	\$2.50/mo
b. Carbon & Argon Tank	\$2.50/mo
c. Carbon & Argon Tank	\$2.50/mo
d. Oxygen B Tank	\$2.50/mo
2. GAS SUPPLIES	
Gases	
a. O(X 244 CF Oxygen	\$7.50/refill
b. AC 4 #4 Acetylene	\$219.00/refill
c. PY 100 100# Propylene	\$150.00/refill
d. Argon	\$25.00/refill
e. Carbon & Agron	\$25.00/refill
3. NON-GAS SUPPLIES	
a. Mig Gauge	\$65.00/ea.
b. Flint Striker	\$.95/ea.
c. Welding Rod 7018	\$2.49/ea.
d. Welding Rod 3/32	\$1.79/ea
e. Welding Rod 1/8	\$1.49/ea.
f. Welding Rod 5/32	1.49/ea,
g. Welding Rod 6010	\$2.29/ea.
h. MIG Wire 0.45	\$6.50/ea.
i. MIG Wire 0.35	\$.99/ea.
j. Stainless Steel Welding Wire	\$6.50/ea.
k. Torch Tip SC 12-1	\$11.50/ea.
l. Torch Tip SC 12-2	\$11.50/ea.
m. Torch Tip SC 12-3	\$11.50/ea.
n. Torch Tip SC 12-4	\$11.50/ea.
o. Torch Tip SC 12-110	\$22.00/ea.
p. Grinding Type size 4 1/2"	\$18.00/ea.
q. Trinding Type size 5 "	\$20.00/ea.
r. Grinding Type size 7"	\$43.00/ea.
s. Grinding Type size 9"	\$52.00/ea.

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

No. 8

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to execute a Professional Service Agreement with Nelson, Pope & Voorhis, LLC. to provide an update to its ICD Planning Study and Consulting Services in connection with the preparation of zoning code amendments designed to promote development in the Industrial Corridor District.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

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

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

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

To authorize the Supervisor to execute a professional service agreement with Nelson, Pope & Voorhis, LLC, to provide an update to its Industrial Corridor District (ICD) Planning Study and consulting services in connection with the preparation of zoning code amendments that are designed to promote development/redevelopment in the ICD.

SPECIFY WHERE APPLICABLE:

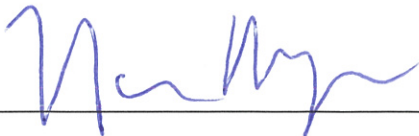
- | | |
|---|--------------------------------|
| 1. Entity or individual benefitted by resolution: | Residents of the Town of Islip |
| 2. Site or location effected by resolution: | ICD along Veteran's Highway |
| 3. Cost | \$24,500.00 |
| 4. Budget line: | B.8020.45000 |
| 5. Amount and source of outside funding: | NA |

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.
- ☒ No under Section II, Sub. c Number 8 of 6 CRR-NY 617.5 Check List no environmental review is required.

Signature of Commissioner/Department Head Sponsor:

Date: January 9, 2017



WHEREAS, the Town of Islip (“the Town”) requires professional services for the preparation of zoning code amendments that are designed to promote development/redevelopment in the Industrial Corridor District (“ICD”) along Veteran’s Highway; and

WHEREAS, Nelson, Pope & Voorhis, LLC, 572 Walt Whitman Road, Melville, NY 11747 (“the Consultant”), has submitted a proposal to the Town in the amount of \$24,500.00 for an update to its ICD Planning Study and consulting services in connection with the preparation of such zoning code amendments;

WHEREAS, the Commissioner of Planning and Development, Ron Meyer, has determined that the Consultant is qualified to provide such services and recommends that the Town hire the Consultant to provide same;

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 Nelson, Pope & Voorhis, LLC, to provide an update to its ICD Planning Study and consulting services in connection with the preparation of zoning code amendments that are designed to promote development/redevelopment in the Industrial Corridor District, the form and content of which shall be subject to the approval of the Town Attorney; and be it further

RESOLVED, that the Town reserves the right to negotiate the fee for such professional services; and be it further

RESOLVED, that the Comptroller is hereby authorized to make any and all necessary budgetary amendments to effectuate the professional services agreement.

Upon a vote being taken, the result was _____.



NELSON, POPE & VOORHIS, LLC
ENVIRONMENTAL • PLANNING • CONSULTING
572 WALT WHITMAN ROAD, MELVILLE, NY 11747 - 2188
(631) 427-5665 FAX (631) 427-5620
www.nelsonpopevoorhis.com

January 5, 2017

Mr. Ron Meyer, Commissioner
Town of Islip
Department of Planning & Development
655 Main Street
Islip, NY 11751

Re: Proposal for Planning Consulting Services
Addendum to ICD Study and
ICD Zoning Amendments for Veteran's Highway

Dear Ron:

Thank you for the opportunity to provide the Town of Islip with this revised proposal for purposes of supplementing the Industrial Corridor District (ICD) Study with the intent of developing zoning revisions to implement recommendations in the report. These proposed services relate to promoting appropriate development/redevelopment options along Veteran's Highway in keeping with the Town Comprehensive Plan and planning goals for the corridor. We have updated this proposal to incorporate an outreach component in our scope and to limit the increase in our fees, we have removed the SEQRA analysis which can be either performed by Town staff or by NP&V under a supplementary contract. The general scope and proposed services are outlined below:

1. NP&V will prepare an update the ICD Study to incorporate additional analysis and recommendations based upon input from you and your staff and area property and business owners (through outreach conducted – see task 2), as well as analysis of specific nonconforming sites along the Veterans Highway Corridor for which there are obstacles to achieving conformity (with respect to dimensions/site area and/or land use). It is noted that since the June 2015 ICD Study was not vetted before the Town Board, it is appropriate to revise the draft Study rather than prepare an addendum as previously envisioned. NP&V will provide a “menu of options” for potential changes to the ICD Zoning Code that can accomplish the Town's objectives for encouraging redevelopment of the vacant and underutilized nonconforming lots in an appropriate manner that will strengthen and complement the corridor. Specifically, NP&V will provide the following considerations and analyses in an updated ICD Study:
 - a. consideration of permitting commercial and/or potential mixed-use “nodes” within the ICD Zone, especially in those locations where the adjoining residential neighborhoods are distant from existing commercial centers and where there may already be a concentration of pre-existing commercial uses. The nodes could be implemented via the adoption of an overlay zone, or through creation of a new zoning district, or application of existing zoning district along the corridor if appropriate;
 - b. identify new incentives for existing corporate parks and landowners of large parcels to absorb smaller undersized parcels, that incentivize the landowner with the potential to develop limited commercial uses which complement existing corporate office/industrial uses;

- c. identify methods to allow for the redevelopment (or further development) of existing nonconforming lots without the need for variances, as long as they are developed with uses supported by the Town goals for the corridor.

We anticipate that through the course of the analysis and public outreach, additional options will be identified and will be offered in this supplement to the ICD Study, in addition to those noted above. Each option will be described in terms of the potential advantages and disadvantages of pursuing the zoning implementation options above. Ultimately, the Town can then consider the options, and pursue those which best meet its objectives. Note, we anticipate that the zoning amendments, depending on the options selected, could result in revisions to adjoining districts, requiring an amendment to the Zoning Map. The product of this task will be an update to the ICD Study prepared by NP&V in June 2015.

Budget: \$7,500

2. Conduct two public outreach sessions to provide gather input from property and business owners along the corridor. While the format and content of the meetings would be refined with input from you and your staff, it is recommended that one of the meetings be held during the day, and one in the evening to accommodate different schedules. Meetings could be held at Town Hall or at a convenient location near the corridor, if an appropriate venue is available. The goals for this outreach is to understand the obstacles faced by property owners in the community (resulting from the ICD zoning constraints) and thus most the time would be dedicated to hearing from the attendees. However, the meetings would start with a short presentation to identify the boundaries of the study area, an overview of the existing ICD Zoning Code, and recommendations from the draft ICD Study (which the attendees can weigh in on). Then the attendees would have an opportunity to provide input. We would request that several Town staff attend the meetings to supplement NP&V staff to allow for one on one discussions, as many property/business owners may not speak feel they can speak freely in front of other stakeholders. NP&V will prepare a fact sheet which can be included with the invitation to property/business owners so attendees can give some thought to the issues faced before attending the meeting. It is also recommended that those property/business owners that are unable to attend be provided an opportunity to provide input in writing via letter/email. Feedback received from the attendees (and any written input) will be synthesized by NP&V and input reviewed with you and your staff with the goal of identifying issues faced by the stakeholders and identifying solutions as appropriate, so they may be incorporated into the recommendations of the ICD Study.

Budget: \$8,500

3. Zoning code amendments. The full extent of the zoning revisions cannot be determined until the study is completed; however, an initial budget of \$6,000 is recommended to complete this task. We anticipate a total of four meetings with your department to discuss the findings of the Supplement to the ICD Study to craft zoning legislation that would support the preferred zoning recommendations identified through that effort. The budget includes two meetings to establish a framework for the zoning amendments and an additional two meetings to discuss and refine the draft code language with designated Town planning representatives. It is noted that upon completion of Tasks 1 and 2, and depending upon how many revisions and how complicated same are to prepare, it may be necessary to revisit the budget for Task 3. However, for planning purposes it is expected that a budget of \$6,000 will be sufficient to prepare draft zoning code amendments and/or identify zoning map amendments.

Budget: \$6,000

4. Public hearing. We will assist your department in the preparation of presentation materials for a Town Board hearing at which the public can comment on the findings of the Study and recommended code amendments. Our budget includes preparation of a PowerPoint and presentation with Town staff at one public hearing.

Budget: \$2,500

5. Additional services such as revisions to zoning amendments, preparation of local law/assistance in adoption of the zoning amendment; SEQRA analysis; presentation at a hearing for introduction of the local law for adoption of amended code and/or map; and coordination with the SCPC/attendance at SCPC meeting. Budget for these additional services may be provided upon request.

The fee for these services will be based upon hours expended (based upon our reduced municipal rate schedule) and nominal direct costs. A total budget of \$24,500 is anticipated, which is based upon the expected partner and staff hours required to complete the tasks described above. NP&V is available to commence work on the project and would require approximately 12 weeks to conduct the outreach, prepare the supplement and develop the first draft of the zoning amendments, during which time we would work with Town planning staff to ensure a product that addresses the Town's objectives. Please feel free to call at your convenience if you have any questions or wish to meet and/or discuss this proposal.

Sincerely,

NELSON, POPE & VOORHIS, LLC

A handwritten signature in black ink, appearing to read 'Kathryn J. Eiseman', written in a cursive style.

Kathryn J. Eiseman
Partner/Division Manager
Environmental & Community Planning

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

No. 9

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to enter into an agreement with Door Automation, Corp. for contract LIMA 2016-003, Maintenance and Repair of the Door System at Long Island MacArthur Airport.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

Town of Islip

**Sponsor's Memorandum
for Town Board Resolution**

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 Town Attorney 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 AUTHORIZING THE TOWN OF ISLIP TO ENTER INTO AN AGREEMENT WITH DOOR AUTOMATION CORP. FOR CONTRACT LIMA 2016-003 MAINTENANCE AND REPAIR OF THE DOOR SYSTEM AT LONG ISLAND MACARTHUR AIRPORT IN THE AMOUNT OF \$15,700 FOR ONE YEAR OF PREVENTATIVE MAINTENANCE WITH FOUR OPTION YEARS AT AN AMOUNT OF \$15,700 PER YEAR PLUS ADDITIONAL SURCHARGES FOR OUT-OF-HOURS, WEEKEND AND HOLIDAY WORK WHEN REQUIRED.

Specify Where Applicable:

1. Entity or individual benefitted by resolution:

Long Island MacArthur Airport

2. Site or Location effected by resolution:

Long Island MacArthur Airport

3. Cost:

4. Budget Line: CT5610443300

5. Amount and source of outside funding:

Revenue:

Environmental Impact: Is this action subject to a SEQR environmental review?

____ Yes under Section 1, Sub.A, Number ____ of the Town of Islip 617 Check List, an environmental review is required.

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



Signature of Commissioner/Department Head Sponsor:

1/10/17

Date:

January 24, 2016

Resolution No.

WHEREAS, the Town of Islip ("Town") 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 LIMA 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 \$15,700 for one year of door system preventative maintenance with four option years at \$15,700 for each year. Door Automation Corp. was the sole bidder for repair services at a rate of \$86.80 per hour for regular hours (0800 to 1630) on Monday through Friday; \$129.75 for overtime hours (1630-0830) Monday through Friday and weekend and holiday hours; 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 of Councilperson _____

seconded by, Councilperson _____ be it

RESOLVED, that the Supervisor is hereby authorized to enter into an agreement with Door Automation Corp. for Contract LIMA 2016-003 Maintenance and repair of the Door System at Long Island MacArthur Airport in the amount of \$15,700 for one year of preventative maintenance with four option years at an amount of \$15,700 per year plus additional surcharges for out-of-hours, weekend and holiday work when required.

FURTHER RESOLVED that the comptroller is hereby authorized to make any and all budgeting adjustments necessary to facilitate this contract.

Upon a vote being taken, the result was:

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

No. 10

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to enter into a contract between the Town and Firematics Supply Co., Inc. for Equipment Repairs and Maintenance Services at Long Island MacArthur Airport.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

Town of Islip

**Sponsor's Memorandum
for Town Board Resolution**

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 Town Attorney 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 Authorizing the Supervisor to enter into a Contract between the Town and Firematics Supply Co., Inc. for Equipment Repairs and Maintenance Services at Long Island MacArthur Airport.

Specify Where Applicable:

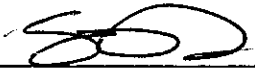
1. Entity or individual benefitted by resolution:
Long Island MacArthur Airport
2. Site or Location effected by resolution:
Long Island MacArthur Airport
3. Cost:
4. Budget Line: CT561044120
5. Amount and source of outside funding:

Revenue:

Environmental Impact: Is this action subject to a SEQR environmental review?

_____ Yes under Section 1, Sub.A, Number _____ of the Town of Islip 617 Check List, an environmental review is required.

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



Signature of Commissioner/Department Head Sponsor:

1/11/17

Date:

January 5, 2017

Resolution Authorizing the Supervisor to enter into a Contract between the Town and Firematics Supply Co., Inc. for Equipment Repairs and Maintenance Services at Long Island MacArthur Airport.

WHEREAS, the Town of Islip (“Town”), owns, operates and maintains the Long Island MacArthur Airport (“Airport”), a 14 CFR Part 139 certificated airport, with commercial (air Carrier) and general aviation operations; and

WHEREAS, the Airport owns and operates various types of specialized airport fire rescue apparatus, specialized snow removal operation brooms and blowers and fire rescue support vehicles (the “Equipment”); and

WHEREAS, the Equipment requires repairs and maintenance on an ongoing basis; and

WHEREAS, the Airport issued a bid for hourly labor rates for repairs and maintenance for the Equipment; and

WHEREAS, bids were solicited resulting in only one (1) bidder; and

WHEREAS, pursuant to Town procedure the bid was re-advertised and only one bid was received again; and

WHEREAS, Firematics Supply Co., Inc. was the sole lowest responsible bidder;

NOW THEREFORE, on a motion by

Seconded by _____ be it

RESOLVED, that the Supervisor be and is hereby authorized to execute any and all contract documents and extensions between the Town and Firematic Supply Co., Inc. for equipment repairs and maintenance services at Long Island MacArthur Airport for a period of three (3) years with a two (2) year extension at a labor rate of \$125/hr for both; authorized service and off-hour work with part prices to be set at the manufacturers price list with no mark-up; in a form acceptable to the office of the Town Attorney.

Upon a vote being taken, the result was

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

No. 11

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Town Board acceptance of FAA Airport Improvement Project Grant Funding, NYS and Suffolk County Grant Funds and to collect Passenger Facility Charges for 2017.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

Town of Islip

**Sponsor's Memorandum
for Town Board Resolution**

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 Town Attorney 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 Authorizing the Town of Islip to accept Federal Aviation Administration (FAA)-Airport Improvement Project Grant Funding, New York State and Suffolk County Grant Funding and collect Passenger Facility Charges, for 2017.

Specify Where Applicable:

1. Entity or individual benefitted by resolution:
Long Island MacArthur Airport
2. Site or Location effected by resolution:
Long Island MacArthur Airport
3. Cost: To be determined
4. Budget Line: To be determined
5. Amount and source of outside funding:

Revenue:

Environmental Impact: Is this action subject to a SEQR environmental review?

_____ Yes under Section 1, Sub.A, Number _____ of the Town of Islip 617 Check List, an environmental review is required.

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



Signature of Commissioner/Department Head Sponsor:

1/10/17

Date:

January 24, 2017

Resolution #

Resolution Authorizing the Town of Islip to accept Federal Aviation Administration (FAA)-Airport Improvement Project Grant Funding, New York State and Suffolk County Grant Funding and collect Passenger Facility Charges, for 2017.

WHEREAS, The Town of Islip owns and operates the Long Island MacArthur Airport (ISP) and Bayport Aerodrome (B23); and

WHEREAS, these airport's qualify for Airport Improvement Project Funding from the Federal Aviation Administration (FAA), New York State and Suffolk County Grant Funds and are eligible to collect Passenger Facility Charges.

WHEREAS, the Town has made application for said funding.

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

RESOLVED, that the Supervisor is hereby authorized to accept FAA Airport Improvement Project Grants; New York State and Suffolk County Grant Funds and collect Passenger Facility Charges for 2017; including execution of any and all agreements, amendments and modifications; and

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

Upon a vote taken, the result was

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

No. 12

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to enter into an Airline Use Agreement with Elite Airways, LLC. to continue to provide airline service at Long Island MacArthur Airport.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

Town of Islip

**Sponsor's Memorandum
for Town Board Resolution**

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 Town Attorney 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 AUTHORIZING THE TOWN OF ISLIP TO EXECUTE AN AIRLINE USE AGREEMENT WITH ELITE AIRWAYS, LLC.

Specify Where Applicable:

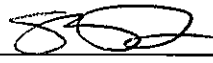
1. Entity or individual benefitted by resolution:
Long Island MacArthur Airport
2. Site or Location effected by resolution:
Long Island MacArthur Airport
3. Cost:
4. Budget Line:
5. Amount and source of outside funding:

Revenue:

Environmental Impact: Is this action subject to a SEQR environmental review?

_____ Yes under Section 1, Sub.A, Number _____ of the Town of Islip 617 Check List, an environmental review is required.

___X___ No under Section II, Sub._____, Number _____ of the Town of Islip 617 Check List, no environmental review is required.



Signature of Commissioner/Department Head Sponsor:

1/10/17

Date:

January 24, 2017
Resolution No.

**RESOLUTION AUTHORIZING THE TOWN OF ISLIP TO EXECUTE AN AIRLINE
USE AGREEMENT WITH ELITE AIRWAYS, LLC**

WHEREAS, the Town of Islip owns and operates Long Island MacArthur Airport (the "Airport"), a FAA Part 139 certificated airport with over one (1) million passengers each year, and

WHEREAS, Elite Airways, LLC, a Maine based airline, currently provides airline service at the airport; and

WHEREAS, Elite Airways, LLC desires to continue to provide airline service at the Airport; and

WHEREAS, the Town of Islip Department of Aviation and Transportation (the "Department") recommends entering into an agreement with Elite Airways, LLC upon such reasonable terms and conditions as are customarily required in the airline industry and pursuant to such rates and charges as have been approved by the Town and such other rates and charges as are customarily charged by airports; and

WHEREAS, airlines often rely upon third parties to provide support services to an airline's principal operation at the Airport, including but not limited to baggage support and airplane maintenance; and

NOW, THEREFORE, on a motion by Councilperson _____,
Seconded by Councilperson _____, be it

RESOLVED, that the Supervisor be and is hereby empowered to execute an Airline Use Agreement with Elite Airways, LLC based upon such rates and charges as have been approved by the Town and such other rates and charges determined by the Commissioner of the Department, upon such form as is subject to the approval of the Town of Islip Attorney's Office; and

BE IT FURTHER RESOLVED, that the Supervisor is hereby authorized to execute any documents necessary which would effectuate the execution of the Airline Use Agreement with Elite Airways, LLC; and

BE IT FURTHER RESOLVED, that the Supervisor be and is hereby empowered to execute agreements with airline service companies to provide support services to commercial airlines at the Airport upon such terms and rates as is determined by the Commissioner of the Department, upon such form as is subject to the approval of the Town of Islip Attorney's Office.

Upon a vote being taken the result was:

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

No. 13

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to enter into an agreement with the CDA for calendar year 2017 whereby the Town will provide certain services related to code enforcement in the designated areas.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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

J.R. DiCioccio, Esq.

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

enclosure:

cc: OLGA H. MURRAY, TOWN CLERK
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

Town of Islip

Sponsor's Memorandum for Town Board Resolution

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 Town Attorney 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.

Authorization for the Supervisor to enter into an agreement with the CDA for calendar year 2017 whereby the Town will provide certain services related to code enforcement in the designated areas, and the CDA will provide \$75,000.00 for those services.

Specify Where Applicable:

1. Entity or individual benefitted by resolution:

Town of Islip

2. Site or Location affected by resolution:

Bay Shore, Brentwood, and Central Islip

3. Cost:\$ n/a

4. Budget Line:

5. Amount and source of outside funding:

Environmental Impact: Is this action subject to a SEQR environmental review ?

☐ Yes under Section 1, Sub.A, Number _____ of the Town of Islip 617 Check List, an environmental review is required

☒ No under Section II, Sub._____, Number_____ of the Town of Islip 617 Check List, no environmental review is required.

Signature of Commissioner/Department Head Sponsor:

Date:

RESOLUTION FOR CODE ENFORCEMENT SERVICES

WHEREAS, The Town of Islip Community Development Agency (CDA) is the recipient of Community Development Block Grant (CDBG) funds provided by the Federal Government and the purpose of those funds is to provide certain services to designated areas of the Town of Islip; and

WHEREAS, certain designated community improvement areas in low and moderate income target areas (Bay Shore, Brentwood and Central Islip) within the Town of Islip have widespread code violations and the CDA and the Town of Islip wish to insure that adequate code enforcement services are provided to those areas.

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

BE IT RESOLVED that the Town Board authorizes the supervisor to enter into an agreement with the CDA for calendar year 2017 whereby the Town will provide certain services related to code enforcement in the designated areas, and the CDA will provide \$75,000.00 for those services. The Supervisor is authorized to sign any documents necessary in connection with this agreement.

UPON A VOTE BEING TAKEN, THE RESULT WAS:

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

No. 14

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Town Clerk to advertise for a public hearing on the transfer of 100 East Adams Street in East Islip under the CDA's Rent with Option to Buy Affordable Housing Program.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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

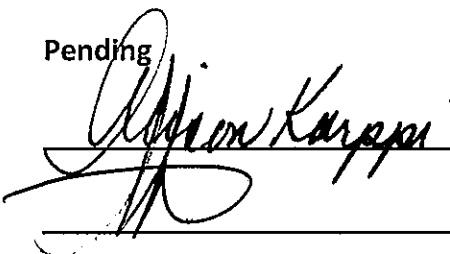
Alison Karppi

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

enclosure:

cc: OLGA H. MURRAY, TOWN CLERK
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

SPONSOR'S MEMORANDUM FROM COMMUNITY DEVELOPMENT AGENCY TO TOWN OF ISLIP

1. Date: January 11, 2017
2. Sponsoring Department: Community Development Agency
3. Co-Sponsor: None
4. Proposed Meeting Date: January 24, 2017
5. Resolution Type: Agency
6. Description: Transfer of 100 East Adams Street, East Islip
under the CDA's Rent with Option to Buy
Affordable Housing Program
7. Budget Line: N/A
8. Budget Line Description: N/A
9. Fiscal Impact: N/A
10. Funding Sources: N/A
11. Agency/Person/Group Benefiting: Town of Islip
12. Control Number: Assigned by Town System
13. Status: Pending
14. Approval by CDA Executive Director: 

15. Approval by CDA General Counsel: _____

RESOLUTION

On a motion of _____, seconded by _____

Be it

RESOLVED, that the Town Board of the Town of Islip hereby authorizes the Town Clerk to advertise for a public hearing on the transfer of the properties described in the annexed notice of transfers and resolution.

Upon a vote being taken, the result was:

(RE: Transfer of Solis-RWO)

PUBLIC NOTICE

PLEASE TAKE NOTICE, that the **Town of Islip Community Development Agency** does hereby intend to convey and transfer to the Listed Family the following described property:

<u>Name of Family</u>	<u>Contract Price</u>	<u>Tax Map Number/ Conveyed Property</u>
David Solis Guevara Wendy Solis	\$285,000.00	0500-322-02-45 100 East Adams Street East Islip, NY 11730

TAKE FURTHER NOTICE, that each and every item (related documents) of said transfers is open to public view and inspection at the office of Robert T. Fuchs, Esq., General Counsel to the Town of Islip Community Development Agency, 15 Shore Lane, Bay Shore, New York, between the hours of 9:00 a.m. and 5:00 p.m. on any weekday; and

TAKE FURTHER NOTICE, that a Public Hearing will be held by the Islip Town Board on _____, at _____ p.m. at _____, concerning approval of the above transfer, at which time all interested persons will be given the opportunity to be heard.

Olga H. Murray
Islip Town Clerk
655 Main Street
Islip, New York 11751

Dated:

Islip, New York

RESOLUTION

WHEREAS, the Town of Islip Community Development Agency has selected the following purchasers as qualified and eligible Sponsors for the purchase of the below listed property:

<u>Name of Family</u>	<u>Contract Price</u>	<u>Tax Map Number/ Conveyed Property</u>
David Solis Guevara Wendy Solis	\$285,000.00	0500-322-02-45 100 East Adams Street East Islip, NY 11730

WHEREAS, said sponsors intend to occupy said premise as owner-occupants; and

WHEREAS, the Board deems it in the best interest of the residents of the Town of Islip for the Town of Islip Community Development Agency to convey said premise to said Sponsors.

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

RESOLVED, that the Town Board hereby approves the sale of the said property described above from the Town of Islip Community Development Agency to convey said premise to said Sponsors, and that sale of said premise to said Sponsors is subject to permissive referendum.

UPON A VOTE being taken, the result was:

THIS RESOLUTION IS SUBJECT TO PERMISSIVE REFERENDUM

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

No. 15

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Meeting of the Industrial Development Agency

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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

William Mannix

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

enclosure:

cc: OLGA H. MURRAY, TOWN CLERK
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 24, 2017**

AGENDA ITEM #1

**TYPE OF RESOLUTION: CALL THE MEETING OF THE
TOWN OF ISLIP IDA TO ORDER.**

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: N/A



MEETING OF THE TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY

January 24, 2017

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 13, 2016.
3. To consider the adoption of a Resolution approving the **2017 Meeting Schedule** of the Town of Islip Industrial Development Agency.
4. To consider the adoption of a **Resolution Appointing Officers** of 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 Mary Kate Mullen, John Cochrane 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 Steven Flotteron, Trish Bergin Weichbrodt, Ron Meyer and Joe Ludwig 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 an authorization to approve a refinance agreement and a modification of the existing loan documents for **45 Crossway East, Bohemia, New York** (Andreassi Associates, LLC). Located at 45 Crossway East, Bohemia, New York.
14. To consider an Inducement Resolution for **Big Apple Sign Corporation**. Located at, 0 Bridge Road, Central Islip, New York. (vacant land) (0500-056.00-02.00-04.000), (0500-057.00-03.00-01.001), and 3 Oval Drive, Islandia, New York.
15. To consider an Inducement Resolution for **Thuro Metal Products**. Located at 21-29 Grand Boulevard, Brentwood, New York, and 46-50 Grand Boulevard, Brentwood, New York.
16. To consider an Inducement Resolution for **Caneel Bay, LLC**. Located at 98 Carleton Avenue, Central Islip, New York.
17. To consider any other business to come before the Agency.

TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 24, 2017

AGENDA ITEM #2

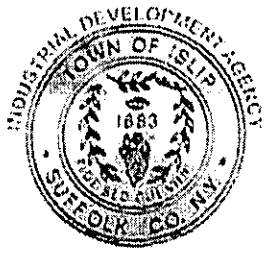
TYPE OF RESOLUTION: APPROVE A RESOLUTION TO
ADOPT THE DECEMBER 13, 2016 MEETING
MINUTES

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: N/A



MEETING OF THE TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY

December 13, 2016

Meeting Minutes

1. The Meeting of the Town of Islip Industrial Development Agency was called to order on a motion by Chairwoman Angie M. Carpenter and seconded by Councilman John Cochrane.

Members Angie M. Carpenter, Councilwoman Mary Kate Mullen, Councilman John Cochrane and Councilman Steve Flotteron were present. Councilwoman Mullen was absent and the Chairwoman acknowledged a quorum.

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 22, 2016. On a motion by Councilman Flotteron and seconded by Councilwoman Mullen, said motion was approved unanimously.

3. Authorization for the Supervisor to execute a one year option for **Albrecht, Viggiano, Zureck & Co.** to perform audit services for the Industrial Development Agency. On a motion by Chairwoman Carpenter and seconded by Councilman Flotteron, said motion was approved unanimously.

4. To consider a Resolution Authorizing an agreement between the Town of Islip Industrial Development Agency and **Ascent Pharmaceutical** to authorize an increase in the mortgage amount and an increase in sales tax exemption. On a motion by Councilman Flotteron and seconded by Councilman Cochrane, said motion was approved unanimously.

5. To consider the adoption of a Resolution Authorizing the continued subleasing of a portion of the Facility to **Hauppauge Office park/Janney Montgomery Scott, LLC** and the execution of a Tenant Agency Compliance Agreement in connection therewith. On a motion by Councilwoman Bergin Weichbrodt and seconded by Councilwoman Mullen, said motion was approved unanimously.

6. To consider any other business to come before the Agency. Meeting adjourned by Councilwoman Bergin Weichbrodt and seconded by Councilman Steve Flotteron.

TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 24, 2017

AGENDA ITEM #3

**TYPE OF RESOLUTION: RESOLUTION TO APPROVE
THE 2017 MEETING SCHEDULE**

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: \$ N/A



TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY &
ECONOMIC DEVELOPMENT CORPORATION
2017 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 4, 2017 (ORGANIZATIONAL)

JANUARY 24, 2017

FEBRUARY 28, 2017

MARCH 21, 2017

APRIL 25, 2017 (6:00 PM)

MAY 23, 2017

JUNE 20, 2017

JULY 25, 2017

AUGUST 22, 2017

SEPTEMBER 19, 2017

OCTOBER 24, 2017

NOVEMBER 9, 2017 (10:30 A.M. BUDGET HEARING)

NOVEMBER 21, 2017 (6:00 PM)

DECEMBER 19, 2017

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 24, 2017**

AGENDA ITEM #4

TYPE OF RESOLUTION: RESOLUTION APPOINTING OFFICERS

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: \$ N/A

Date: January 24, 2017

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 24th day of January, 2017, 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, William G. Mannix, Assistant Secretary of the Agency, John Walser, Assistant Secretary of the Agency and Agency Counsel, John Walser, Compliance Officer of the Agency.

Section 3. In consequence of the foregoing, the Agency hereby determines to designate and appoint William G. Mannix 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 24th day of January, 2017, 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 24th day of January,
2017.

By: _____
Assistant Secretary

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 24, 2017**

AGENDA ITEM #5

**TYPE OF RESOLUTION: RESOLUTION TO ADOPT AN
AUDIT COMMITTEE IN COMPLIANCE WITH THE
“PAAA”**

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: N/A

January 24, 2017

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

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:

Member Mary Kate Mullen

Member John Cochrane

Anne Danziger

Upon a vote being taken, the result was:

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 24, 2017**

AGENDA ITEM #6

**TYPE OF RESOLUTION: RESOLUTION TO ADOPT A
FINANCE COMMITTEE IN COMPLIANCE WITH THE
“PAAA”**

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: N/A

January 24, 2017

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:

Member Steve Flotteron
Member Trish Bergin Weichbrodt
Ron Meyer

Upon a vote being taken, the result was:

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 24, 2017**

AGENDA ITEM #7

TYPE OF RESOLUTION: RESOLUTION TO ADOPT A
GOVERNANCE COMMITTEE IN COMPLIANCE WITH THE
“PAAA”

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: N/A

January 24, 2017

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 approved

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:

Member, John C. Cochrane Jr.

Member, Mary Kate Mullen

Brad Hemingway

TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 24, 2017

AGENDA ITEM #8

TYPE OF RESOLUTION: RESOLUTION TO ADOPT A
CODE OF ETHICS POLICY IN COMPLIANCE WITH THE
“PAAA”

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: \$

January 24, 2017

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

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 being taken, the result was:

CODE OF ETHICS

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

Responsibility of Board Members, Directors and Employees

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

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

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

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

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

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

Implementation of Code of Ethics

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

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

Penalties

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

Reporting Unethical Behavior

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

Adopted on January 24, 2017

TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 24, 2017

AGENDA ITEM #9

TYPE OF RESOLUTION: RESOLUTION TO ADOPT AN
INVESTMENT POLICY IN COMPLIANCE WITH THE
“PAAA”

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: N/A

January 24, 2017

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 _____, be it approved

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:

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 24, 2017.

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 24, 2017**

AGENDA ITEM #10

TYPE OF RESOLUTION: RESOLUTION TO ADOPT A
PROCUREMENT POLICY IN COMPLIANCE WITH THE
“PAAA”

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: N/A

January 24, 2017

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 approved

Resolved, that the Agency adopts a policy entitled Procurement 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:

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 years= expenditures and shall make a good faith effort to determine whether it is known or can reasonably be expected that the aggregate purchases of a similar nature will exceed the dollar amounts set forth in paragraph (a) of this Section. If so, the procurement will be subject to competitive bidding.
2. DETERMINATION. If the procurement is not subject to competitive bidding, as determined in section (1) above, then prior to commencing any procurement of goods and services, the Chairman or an authorized designee shall prepare a written statement setting forth a determination that (a) competitive bidding is not required for such procurement, and, if applicable, (b) such procurement is not subject to the requirements of this Policy. Such written statements shall be maintained in a specially designated file at the Agency offices and shall also be filed with the purchase order or contract of the goods or services.
3. PROCEDURES FOR THE PURCHASE OF GOODS UNDER \$20,000.
 - a. \$0.01 - \$500 May be purchase at the discretion of the Chairman or the authorized designee.
 - b. \$501 - \$3,000 Upon Agency approval, may be purchased from the vendor

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

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

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

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

5. QUOTES.

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

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

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

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

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 _____.

TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 24, 2017

AGENDA ITEM #11

TYPE OF RESOLUTION: RESOLUTION TO ADOPT A
CONFLICT OF INTEREST POLICY IN COMPLIANCE WITH
THE "PAAA"

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: N/A

Date: January 24, 2017

At a meeting of the Town of Islip Industrial Development Agency held at Islip Town Hall, 655 Main Street, Islip, New York on the 24th day of January, 2017, 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 24th day of January, 2017, 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 24th day of January, 2017.

By: _____
Assistant Secretary

Exhibit A

Conflict of Interest Policy

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.

January 24, 2017

Ayes:

Nays:

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 24, 2017**

AGENDA ITEM #12

TYPE OF RESOLUTION: RESOLUTION TO ADOPT THE
TRAVEL AUTHORIZATION & MILEAGE
REIMBURSEMENT GUIDELINES POLICY

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: N/A

January 24, 2017

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

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

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

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

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

NOW THEREFORE, on motion 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 24, 2017

AGENDA ITEM #13

TYPE OF RESOLUTION: TO APPROVE A REFINANCE
AGREEMENT AND A MODIFICATION

COMPANY: ANDREASSI ASSOCIATES, LLC

PROJECT LOCATION: 45 CROSSWAY EAST, BOHEMIA,
NEW YORK

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

INVESTMENT: N/A

Date: January 24, 2017

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 24th day of January, 2017, 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 take action on a proposed mortgage financing and the execution of related loan documents in connection with a certain industrial development facility more particularly described below (Andreassi Associates, LLC/Suffolk Hostels, Inc. 2001 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 AUTHORIZING MORTGAGE
FINANCING AND THE EXECUTION AND DELIVERY OF
LOAN DOCUMENTS IN CONNECTION THEREWITH FOR
THE ANDREASSI ASSOCIATES, LLC/SUFFOLK HOSTELS,
INC. 2001 FACILITY AND APPROVING THE FORM,
SUBSTANCE, EXECUTION AND DELIVERY OF SUCH
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 assist with certain industrial development projects as authorized by the Act; and

WHEREAS, the Agency has previously assisted Andreassi Associates, LLC, a New York limited liability company (the "**Company**"), and Suffolk Hostels, Inc., a not-for-profit corporation (the "**Sublessee**"), in connection with the acquisition of an approximately 2.3 acre parcel of land located at 45 Crossway East Road, Bohemia, Town of Islip, Suffolk County, New York (Tax Designation: 0500-145.00-01.00-001.012), and the construction and equipping thereon of an approximately 26,070 square foot facility, which was leased by the Agency to the Company, and subleased by the Company to, and used by the Sublessee as a school for children with developmental disabilities (the "**Facility**"); and

WHEREAS, on February 27, 2001, the Agency adopted a resolution (the "**Authorizing Resolution**"), authorizing, among other things, the execution of certain documents in connection with the acquisition, construction, equipping, leasing and subleasing of the Facility; and

WHEREAS, the Agency is currently leasing the Facility to the Company pursuant to a certain Lease Agreement, dated as of February 1, 2001 (the "**Lease Agreement**"), between the Agency, as lessor, and the Company, as lessee, a memorandum of which Lease Agreement was recorded in the Suffolk County Clerk's office on April 16, 2001 in Liber 12113 page 507 of Deeds; and

WHEREAS, the Company is currently subleasing the Facility to the Sublessee, pursuant to a certain Agreement of Lease, dated as of February 27, 2001 (the "**Sublease Agreement**"), between the Company, as sublessor, and the Sublessee, as sublessee, a memorandum of which Sublease Agreement was to be recorded in the Suffolk County Clerk's office; and

WHEREAS, in connection with the leasing and subleasing of the Facility, the Agency and the Sublessee entered into an Agency Compliance Agreement, dated as of February 1, 2001 (the "**Agency Compliance Agreement**"), whereby the Sublessee made certain representations, warranties and agreements in connection with its use and operation of the Facility; and

WHEREAS, in connection with the leasing and the subleasing of the Facility, the Agency, the Company and the Sublessee entered into a Payment-in-Lieu-of-Tax Agreement, dated as of February 1, 2001 (the "**PILOT Agreement**"), which provided for the Company and the Sublessee to make payments in lieu of real property taxes on the Facility; and

WHEREAS, in connection with the leasing and the subleasing of the Facility, the Agency, the Company and the Sublessee entered into an Environmental Compliance and Indemnification Agreement, dated as of February 1, 2001 (the "**Environmental Compliance and Indemnification Agreement**"), whereby the Company and the Sublessee agreed to comply with all Environmental Laws (as defined therein) applicable to the Facility; and

WHEREAS, as security for a loan or loans (as such term is defined in the Lease Agreement), the Agency previously consented to 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 a lender not yet determined, in connection with the financing, any refinancing or permanent financing of the costs of the acquisition, construction and equipping of the Facility; and

WHEREAS, the Agency and the Company previously entered into a Mortgage and Security Agreement, dated March 7, 2012 (the "**2012 Mortgage**"), from the Agency and the Company to Valley National Bank (the "**Lender**"), securing a principal amount of \$2,400,000 (the "**2012 Loan**"), which 2012 Mortgage was intended to be recorded in the Suffolk County Clerk's; and

WHEREAS, to further secure the 2012 Loan, the Agency and the Company executed and delivered to the Lender, an Assignment of Rents, dated March 7, 2004 (the "**2012 Assignment of Rents**"), which 2012 Assignment of Rents was intended to be recorded in the Suffolk County Clerk's office; and

WHEREAS, the Company now desires to refinance the 2012 Loan with respect to the Facility, in an aggregate amount presently estimated to be approximately \$3,000,000 but not to exceed \$4,000,000 and has requested that the Agency consent to enter into a financing as security for a loan or loans (as such term is defined in the Lease Agreement), as may be reasonably required by the Lender, or a lender not yet determined, in connection with the financing, any refinancing or permanent financing of the costs of the acquisition, construction and equipping of the Facility (the "**2017 Loan**"); and

WHEREAS, the proceeds of the 2017 Loan will satisfy the 2012 Mortgage; and

WHEREAS, as security for such 2017 Loan being made to the Company by the Lender, the Company has submitted a request to the Agency that it join with the Company in executing and delivering to the Lender one or more mortgages and such other loan documents, satisfactory to the Agency, upon advice of counsel, in both form and substance, as may be reasonably requested by the Lender (the "**2017 Loan Documents**"); and

WHEREAS, the Agency contemplates that it will provide financial assistance to the Company consistent with the policies of the Agency, in the form of exemptions from mortgage recording taxes (other than the portion of the mortgages recording tax allocated to

transportation districts referred to in Section 253(2)(a) of the Tax Law) for one or more mortgages securing the principal amount presently estimated to be \$3,000,000 but not to exceed \$4,000,000 in connection with the financing or refinancing of the acquisition, renovation and equipping of the Facility and any future financing, refinancing or permanent financing of the costs of acquiring, renovating and equipping the Facility; 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;

WHEREAS, the Company has agreed to indemnify the Agency against certain losses, claims, expenses, damages and liabilities that may arise in connection with the transactions contemplated by the financing or refinancing of the Facility and the continued leasing and 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.
- (b) The Facility continues to constitute a "project" as such term is defined in the Act.
- (c) The financing or refinancing of the acquisition, renovation and equipping of the Facility will promote and maintain the job opportunities, health, general prosperity and economic welfare of the citizens of the Town of Islip, Suffolk County and the State of New York and improve their standard of living and thereby serve the public purposes of the Act.
- (d) The financing or refinancing of the acquisition, renovation and equipping of the Facility as contemplated in this resolution is reasonably necessary to maintain the competitive position of the Company in its industry.
- (e) Based upon representations of the Company and counsel to the Company, the Facility continues to conform 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.
- (f) It is desirable and in the public interest for the Agency to assist in the financing or refinancing of the acquisition, renovation and equipping of the Facility.
- (g) The 2017 Loan Documents will be effective instruments whereby the Agency and the Company agree to secure the 2017 Loan and assign to the Lender their

respective rights under the Lease Agreement (except the Agency's Unassigned Rights as defined therein).

Section 2. In consequence of the foregoing, the Agency hereby determines to: (i) grant a mortgage on and security interest in and to the Facility pursuant to a certain mortgage and security agreement for the benefit of the Lender (the "2017 Mortgage"), (ii) execute, deliver and perform the 2017 Mortgage, (iii) execute, deliver and perform such other related documents, that the Agency is a party, as may be necessary or appropriate to effect the 2017 Loan or any subsequent refinancing of the 2017 Mortgage.

Section 3. Subject to the provisions of this resolution and the Lease Agreement, the Agency is hereby authorized to do all things necessary or appropriate for the execution, delivery and performance of the 2017 Mortgage and the 2017 Loan Documents and such other related documents as may be necessary or appropriate to effect the 2017 Loan, or any subsequent refinancing of the 2017 Loan, and all acts heretofore taken by the Agency with respect to such financing or refinancing are hereby approved, ratified and confirmed.

Section 4. Subject to the provisions of this resolution and the Lease Agreement, the Agency hereby authorizes and approves the following economic benefits to be granted to the Company in the form of exemptions from mortgage recording taxes (other than the portion of the mortgages recording tax allocated to transportation districts referred to in Section 253(2)(a) of the Tax Law) for one or more mortgages securing the principal amount presently estimated to be \$3,000,000 but not to exceed \$4,000,000, in connection with the financing or refinancing of the acquisition, renovation and equipping of the Facility and any future financing, refinancing or permanent financing of the costs of acquiring, renovating and equipping of the Facility.

Section 5. Subject to the provisions of this resolution and the Lease Agreement,

(a) the Chairman, Executive Director, and all other members of the Agency are hereby authorized, on behalf of the Agency, to execute and deliver the 2017 Mortgage and the 2017 Loan Documents together with such other related documents as may be, in the judgment of the Chairman and Agency Counsel, necessary or appropriate to effect the transactions contemplated by this resolution (hereinafter collectively called the "Agency Documents"). The execution thereof by the Chairman, Executive Director, or any member of the Agency shall constitute conclusive evidence of such approval; and

(b) the Chairman, 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 6. Subject to the provisions of this resolution and the Lease Agreement, 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 7. Any expenses incurred by the Agency with respect to the financing or refinancing of the Facility shall be paid by the Company. By acceptance hereof, the Company agrees to pay such expenses and further agrees to indemnify the Agency, its members, directors, employees and agents and hold the Agency and such persons harmless against claims for losses, damage or injury or any expenses or damages incurred as a result of action taken by or on behalf of the Agency in good faith with respect to the financing or refinancing of the Facility.

Section 8. This resolution shall take effect immediately

ADOPTED: January 24, 2017

ACCEPTED: _____ 2017

ANDREASSI ASSOCIATES, LLC

By: _____
Printed Name:

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 January 24, 2017, 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 is in substantially the form presented to the Agency and/or approved by said meeting.

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, that all members of said Agency had due notice of said meeting and that the meeting was all respects duly held.

IN WITNESS WHEREOF, I have hereunto set my hand as of the 24th day of January, 2017.

By: _____
Assistant Secretary

TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 24, 2017

AGENDA ITEM #14

TYPE OF RESOLUTION: INDUCEMENT RESOLUTION

COMPANY: BIG APPLE SIGN CORPORATION

**PROJECT LOCATION: 0 BRIDGE ROAD, CENTRAL
ISLIP, NEW YORK AND 3 OVAL DRIVE, ISLANDIA,
NEW YORK**

**JOBS (RETAINED/CREATED): RETAINED - 105 -
CREATE - 008-**

INVESTMENT: \$4,260,000.00

RESOLUTION OF THE TOWN OF ISLIP INDUSTRIAL
DEVELOPMENT AGENCY TAKING OFFICIAL ACTION
TOWARD APPOINTING KHALFAN REALTY, LLC, A
LIMITED LIABILITY COMPANY, ON BEHALF OF ITSELF
AND/OR THE PRINCIPALS OF KHALFAN REALTY, LLC
AND/OR AN ENTITY FORMED OR TO BE FORMED ON
BEHALF OF ANY OF THE FOREGOING AND BIG APPLE
SIGN CORP. A BUSINESS CORPORATION ON BEHALF
OF ITSELF AND/OR THE PRINCIPALS OF BIG APPLE
SIGN CORP. 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 MAKING CERTAIN
FINDINGS AND DETERMINATIONS WITH RESPECT TO
THE FACILITY

WHEREAS, Khalfan Realty, 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 Khalfan Realty, LLC and/or an entity formed or to be formed on behalf of any of the foregoing (collectively, the "**Company**") and Big Apple Sign Corp., a business corporation organized and existing under the laws of the State of New York, on behalf of itself and/or the principals of Big Apple Sign Corp. 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 (a) the acquisition of a three parcels of land totaling approximately 3.17 acres located at 3 Oval Drive, Islandia, New York (the "**Land**"), the renovation of an existing approximately 27,000 square foot building located thereon (the "**Existing Building**"), the construction and equipping of an approximately 18,000 square foot addition to the Existing Building (collectively, 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 will be subleased and leased by the Agency to the Company, and further 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 will be used by the Sublessee for its primary use as a manufacturing space for architectural signage production and printing processes (the "**Project**"); and

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

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

WHEREAS, as of the date of this resolution, no determination for financial assistance has been made; and

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

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

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

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

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

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

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

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

WHEREAS, the Questionnaire has been reviewed by the Agency.

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

Section 1. Based upon the Environmental Assessment Form completed by the Company and Sublessee and reviewed by the Agency and other representations and information furnished by the Company and the Sublessee regarding the Facility, the Agency determines that the action relating to the acquisition, renovation, construction, equipping, and operation of the Facility is an "unlisted" action, as that term is defined in the SEQRA Act. The Agency also determines that the action will not have a "significant effect" on the environment, and, therefore, an environmental impact statement will not be prepared. This determination constitutes a negative declaration for purposes of SEQRA. Notice of this determination shall be filed to the extent required by the applicable regulations under SEQRA or as may be deemed advisable by the Chairman or Executive Director of the Agency or counsel to the Agency.

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

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

Section 4. The Company and the Sublessee hereby agree to comply with Section 875 of the Act. The Company and the Sublessee further agree that the exemption of sales and use tax provided pursuant to the Act and the appointment of the Company and the Sublessee as agents of the Agency pursuant to this resolution is subject to termination and recapture of benefits pursuant to Section 875 of the Act the recapture provisions of the Lease and Project Agreement, dated a date to be determined (the "Lease Agreement"), by and between the Company and the Agency, and the Agency Compliance Agreement, dated a date to be determined (the "Agency Compliance Agreement"), by and between the Agency and the Company.

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

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

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

Section 8. This resolution shall take effect immediately.

ADOPTED: January 24, 2017

ACCEPTED: _____, 2017

KHALFAN REALTY, LLC

By: _____
Name:
Title:

BIG APPLE SIGN CORP.

By: _____
Name:
Title:

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

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

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

Such resolution was passed at a meeting of the Agency duly convened in public session on January 24, 2017, at Islip Town Hall, 655 Main Street, Islip, New York, at which meeting the following members were:

Present:

Absent:

Also Present:

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

Voting Aye

and, therefore, the resolution was declared duly adopted.

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

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

IN WITNESS WHEREOF, I have hereunto set my hand as of January 24, 2017.

Assistant Secretary

**TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 24, 2017**

AGENDA ITEM #15

TYPE OF RESOLUTION: INDUCEMENT RESOLUTION

COMPANY: THURO METAL PRODUCTS

**PROJECT LOCATION: 21-29 GRAND BOULEVARD
AND 46-40 GRAND BOULEVARD, BRENTWOOD, NEW
YORK**

**JOBS (RETAINED/CREATED): RETAINED - 55 -
CREATE - 06 -**

INVESTMENT: \$4,012,000.00

RESOLUTION OF THE TOWN OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY TAKING OFFICIAL ACTION TOWARD APPOINTING BRENTWOOD REAL PROPERTY LLC, A NEW YORK LIMITED LIABILITY COMPANY ON BEHALF OF ITSELF AND/OR THE PRINCIPALS OF BRENTWOOD REAL PROPERTY LLC AND/OR AN ENTITY FORMED OR TO BE FORMED ON BEHALF OF ANY OF THE FOREGOING AND THURO METAL PRODUCTS, INC., A NEW YORK BUSINESS CORPORATION ON BEHALF OF ITSELF AND/OR THE PRINCIPALS OF THURO METAL PRODUCTS, INC. AND/OR AN ENTITY FORMED OR TO BE FORMED ON BEHALF OF ANY OF THE FOREGOING AS AGENTS OF THE AGENCY FOR THE PURPOSE OF ACQUIRING, RENOVATING AND EQUIPPING THE FACILITY AND MAKING CERTAIN FINDINGS AND DETERMINATIONS WITH RESPECT TO THE FACILITY

WHEREAS, Brentwood Real Property 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 Brentwood Real Property LLC and/or an entity formed or to be formed on behalf of any of the foregoing (the "**Company**"), and Thuro Metal Products, 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 Thuro Metal Products, Inc. and/or an entity formed or to be formed on behalf of any of the foregoing (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 (a) the acquisition of an approximately 1.3 acre parcel of land located at 21-25 Grand Boulevard North, Brentwood, New York 11717 (the "**Building 1 Land**"), the renovation of an existing approximately 20,300 square foot building located thereon (the "**Building 1 Improvements**"), and the acquisition of an approximately 1.7 acre parcel of land located at 46-50 Grand Boulevard, Brentwood, New York 11717 (the "**Building 2 Land**"; and together with the Building 1 Land, the "**Land**"), the renovation of an existing approximately 24,700 square foot building located thereon (the "**Building 2 Improvements**"; and together with the Building 1 Improvements, the "**Improvements**"), and the equipping thereof (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 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 to the Sublessee and which Facility is to be used by the Sublessee for its primary use as manufacturing, warehouse and office space in its business of the manufacture, production and assembly of precision component parts and assemblies for industrial equipment (the "**Project**"); 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 and lease the Equipment to the Sublessee, all pursuant to Title 1 of Article 18-A of the General Municipal Law of the State of New York, as

amended, and Chapter 47 of the Laws of 1974 of the State of New York, as the same may be amended from time to time (collectively, the "Act"); and

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

WHEREAS, as of the date of this resolution, no determination for financial assistance has been made; and

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

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

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

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

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

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

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

WHEREAS, to aid the Agency in determining whether the Facility may have a significant effect upon the environment, the Company and the Sublessee have prepared and submitted to the Agency an Environmental Assessment Form and related documents (the

"Questionnaire") with respect to the Facility, a copy of which is on file at the office of the Agency; and

WHEREAS, the Questionnaire has been reviewed by the Agency.

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

Section 1. Based upon the Environmental Assessment Form completed by the Company and the Sublessee and reviewed by the Agency and other representations and information furnished by the Company and the Sublessee regarding the Facility, the Agency determines that the action relating to the acquisition, renovation, equipping, and operation of the Facility is an "unlisted" action, as that term is defined in the SEQRA Act. The Agency also determines that the action will not have a "significant effect" on the environment, and, therefore, an environmental impact statement will not be prepared. This determination constitutes a negative declaration for purposes of SEQRA. Notice of this determination shall be filed to the extent required by the applicable regulations under SEQRA or as may be deemed advisable by the Chairman or Executive Director of the Agency or counsel to the Agency.

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

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

Section 4. The Company and the Sublessee hereby agree to comply with Section 875 of the Act. The Company and the Sublessee further agree that the exemption of sales and use tax provided pursuant to the Act and the appointment of the Company and the Sublessee as agents of the Agency pursuant to this resolution is subject to termination and recapture of benefits pursuant to Section 875 of the Act and the recapture provisions of the Lease and Project Agreement, dated a date to be determined (the "Lease Agreement"), by and between the Company and the Agency and the Agency Compliance Agreement, dated a date to be determined (the "Agency Compliance Agreement"), by and between the Sublessee and the Agency.

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

Section 6. The Chairman, the Executive Director and all members of the Agency are hereby authorized and directed (i) to distribute copies of this resolution to the Company

and the Sublessee, and (ii) to do such further things or perform such acts as may be necessary or convenient to implement the provisions of this resolution.

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

Section 8. This resolution shall take effect immediately.

ADOPTED: January 24, 2017

ACCEPTED: _____ 2017

BRENTWOOD REAL PROPERTY LLC

By: _____
Name:
Title:

THURO METAL PRODUCTS, INC.

By: _____
Name:
Title:

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

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

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

Such resolution was passed at a meeting of the Agency duly convened in public session on January 24, 2017, at Islip Town Hall, 655 Main Street, Islip, New York, at which meeting the following members were:

Present:

Absent:

Also Present:

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

Voting Aye

and, therefore, the resolution was declared duly adopted.

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

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

IN WITNESS WHEREOF, I have hereunto set my hand as of January 24, 2017.

Assistant Secretary

TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
AGENDA ITEMS FOR JANUARY 24, 2017

AGENDA ITEM #16

TYPE OF RESOLUTION: INDUCEMENT RESOLUTION

COMPANY: CANEEL BAY, LLC

**PROJECT LOCATION: 98 CARLETON AVENUE,
CENTRAL ISLIP, NEW YORK**

**JOBS (RETAINED/CREATED): RETAINED - 0 -
CREATE - 0 -**

INVESTMENT: \$1,111,001.17

RESOLUTION OF THE TOWN OF ISLIP INDUSTRIAL
DEVELOPMENT AGENCY TAKING OFFICIAL ACTION
TOWARD APPOINTING CANEEL BAY, LLC, A NEW
YORK LIMITED LIABILITY COMPANY ON BEHALF OF
ITSELF AND/OR THE PRINCIPALS OF CANEEL BAY,
LLC AND/OR AN ENTITY FORMED OR TO BE FORMED
ON BEHALF OF ANY OF THE FOREGOING AS AGENT
OF THE AGENCY FOR THE PURPOSE OF ACQUIRING,
RENOVATING, CONSTRUCTING AND EQUIPPING THE
FACILITY AND MAKING CERTAIN FINDINGS AND
DETERMINATIONS WITH RESPECT TO THE FACILITY

WHEREAS, Caneel Bay, 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 Caneel Bay, LLC and/or an entity formed or to be formed on behalf of any of the foregoing (the "Company"), has applied to the Town of Islip Industrial Development Agency (the "Agency") to enter into a transaction in which the Agency will assist in the acquisition of an approximately 0.32 acre parcel of land located at 98 Carleton Avenue, Central Islip, New York 11722 (the "Land"), the renovation of an existing approximately 3,000 square foot building located thereon and the construction of an approximately 3,000 square foot addition thereto (the "Improvements"), and the acquisition and installation therein of certain equipment and personal property (the "Equipment"; and together with the Land and the Improvements, the "Facility"), which Facility is to be leased and subleased by the Agency to the Company and used by the Company as a mixed-use commercial office and residential facility; and

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

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

WHEREAS, as of the date of this resolution, no determination for financial assistance has been made; and

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

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

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

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

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

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

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

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

WHEREAS, the Questionnaire has been reviewed by the Agency.

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

Section 1. Based upon the Environmental Assessment Form completed by the Company and reviewed by the Agency and other representations and information furnished by the Company regarding the Facility, the Agency determines that the action relating to the acquisition, construction, renovation, equipping, and operation of the Facility is an "unlisted" action, as that term is defined in the SEQR Act. The Agency also determines that the action will not have a "significant effect" on the environment, and, therefore, an environmental impact statement will not be prepared. This determination constitutes a negative declaration for purposes of SEQR. Notice of this determination shall be filed to the extent required by the applicable regulations under SEQR or as may be deemed advisable by the Chairman or Executive Director of the Agency or counsel to the Agency.

Section 2. The acquisition, construction, renovation and equipping of the Facility by the Agency, the leasing thereof to the Company and the provision of financial assistance

pursuant to the Act will promote job opportunities, health, general prosperity and the economic welfare of the inhabitants of the Town of Islip and the people of the State of New York and improve their standard of living, and thereby serve the public purposes of the Act, and the same is, therefore, approved.

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

Section 4. The Company hereby agrees to comply with Section 875 of the Act. The Company further agrees that the exemption of sales and use tax provided pursuant to the Act and the appointment of the Company as agent of the Agency pursuant to this resolution is subject to termination and recapture of benefits pursuant to Section 875 of the Act and the recapture provisions of the Lease and Project Agreement, dated a date to be determined (the "Lease Agreement"), by and between the Company and the Agency.

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

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

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

Section 8. This resolution shall take effect immediately.

ADOPTED: January 24, 2017

ACCEPTED: _____ 2017

CANEEL BAY, LLC

By: _____
Name:
Title:

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

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

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

Such resolution was passed at a meeting of the Agency duly convened in public session on January 24, 2017, at Islip Town Hall, 655 Main Street, Islip, New York, at which meeting the following members were:

Present:

Absent:

Also Present:

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

Voting Aye

and, therefore, the resolution was declared duly adopted.

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

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

IN WITNESS WHEREOF, I have hereunto set my hand as of January 24, 2017.

Assistant Secretary

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

No. 16

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Meeting of the Economic Development Corporation.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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

William Mannix

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

enclosure:

cc: OLGA H. MURRAY, TOWN CLERK
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

TOWN OF ISLIP
ECONOMIC DEVELOPMENT CORPORATION
AGENDA ITEMS FOR JANUARY 24, 2017

AGENDA ITEM #1

**TYPE OF RESOLUTION: CALL THE MEETING OF THE
TOWN OF ISLIP EDC TO ORDER**

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: \$



MEETING OF THE TOWN OF ISLIP
ECONOMIC DEVELOPMENT CORPORATION

January 24, 2017

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 Special Meeting of the Members of the Town of Islip Economic Development Corporation on December 13, 2016.
3. To consider the adoption of a Resolution approving the **2017 Meeting Schedule** of the Town of Islip Economic Development Corporation.
4. To consider the adoption of a Resolution **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 Mary Kate Mullen, John C. Cochrane, Jr., 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 Steven J. Flotteron, Trish Bergin Weichbrodt 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 C. Cochrane, Jr., 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 Town of Islip 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** 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** 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 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.
12. To consider any other business that may come before the Corporation.

TOWN OF ISLIP
ECONOMIC DEVELOPMENT CORPORATION
AGENDA ITEMS FOR JANUARY 24, 2017

AGENDA ITEM #2

TYPE OF RESOLUTION: APPROVE A RESOLUTION TO
ADOPT THE DECEMBER 13, 2016 MEETING MINUTES

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: \$



MEETING OF THE TOWN OF ISLIP

ECONOMIC DEVELOPMENT CORPORATION

December 13, 2016

Meeting Minutes

1. The Meeting of the Town of Islip Economic Development Corporation was called to order on a motion by Councilman Flotteron and seconded by Councilman Cochrane. All members were present and the Chairwoman acknowledged a quorum.

Motions were presented to approve and adopt the following resolution on the December 13, 2016 EDC Agenda. The resolutions were as follows:

2. To consider the adoption of a Resolution on behalf of the Town of Islip Economic Development Corporation to approve the **minutes** of the October 28, 2016 Economic Development Commission Meeting. Motion by Councilman Cochrane and seconded by Councilwoman Mullen, approved unanimously.
3. Authorization for the Supervisor to execute a one year option for **Albrect, Viggiano, Zureck & Co.** to perform audit services for the Economic Development Corporation. On a motion by Councilwoman Bergin Weichbrodt and seconded by Councilman Flotteron, said motion was approved unanimously.
4. To consider any other business to come before the Corporation. Meeting adjourned by Councilman Cochrane and seconded by Councilman Flotteron.

**TOWN OF ISLIP
ECONOMIC DEVELOPMENT CORPORATION
AGENDA ITEMS FOR JANUARY 24, 2017**

AGENDA ITEM #3

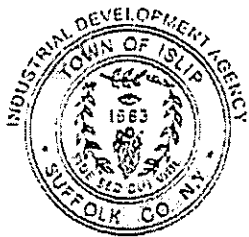
TYPE OF RESOLUTION: RESOLUTION APPROVING THE
2017 MEETING SCHEDULE

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: \$



TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY &
ECONOMIC DEVELOPMENT CORPORATION
2017 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 4, 2017 (ORGANIZATIONAL)

JANUARY 24, 2017

FEBRUARY 28, 2017

MARCH 21, 2017

APRIL 25, 2017 (6:00 PM)

MAY 23, 2017

JUNE 20, 2017

JULY 25, 2017

AUGUST 22, 2017

SEPTEMBER 19, 2017

OCTOBER 24, 2017

NOVEMBER 9, 2017 (10:30 A.M. BUDGET HEARING)

NOVEMBER 21, 2017 (6:00 PM)

DECEMBER 19, 2017

TOWN OF ISLIP
ECONOMIC DEVELOPMENT CORPORATION
AGENDA ITEMS FOR JANUARY 24, 2017

AGENDA ITEM #4

TYPE OF RESOLUTION: RESOLUTION APPOINTING
OFFICERS IN COMPLIANCE WITH THE "PAAA"

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: \$

Date: January 24, 2017

At a meeting of the Town of Economic Industrial Development Corporation (the "EDC"), held at Islip Town Hall, 655 Main Street, Islip, New York on the 24th day of January, 2017, 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, William G. Mannix, Assistant Secretary, John Walser, Assistant Secretary of the EDC and Pamela J. Greene, Compliance Officer of the EDC.

Section 3. In consequence of the foregoing, the EDC hereby determines to designate and appoint William G. Mannix 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 24th day of January, 2017, 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 24th day of January, 2017.

By: _____
Assistant Secretary

TOWN OF ISLIP
ECONOMIC DEVELOPMENT CORPORATION
AGENDA ITEMS FOR JANUARY 24, 2017

AGENDA ITEM #5

TYPE OF RESOLUTION: RESOLUTION TO ADOPT AN
AUDIT COMMITTEE IN COMPLIANCE WITH THE
"PAAA"

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: \$

January 24, 2017

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:

Mary Kate Mullen
John Cochrane
Anne Danziger

Upon a vote being taken, the result was:

TOWN OF ISLIP
ECONOMIC DEVELOPMENT CORPORATION
AGENDA ITEMS FOR JANUARY 24, 2017

AGENDA ITEM #6

TYPE OF RESOLUTION: RESOLUTION TO ADOPT AN
FINANCE COMMITTEE IN COMPLIANCE WITH THE
"PAAA"

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: \$

January 24, 2017

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:

Upon a vote being taken, the result was:

Steve Flotteron
Trish Bergin Weichbrodt
Ron Meyer

TOWN OF ISLIP
ECONOMIC DEVELOPMENT CORPORATION
AGENDA ITEMS FOR JANUARY 24, 2017

AGENDA ITEM #7

TYPE OF RESOLUTION: RESOLUTION TO ADOPT AN
GOVERNANCE COMMITTEE IN COMPLIANCE WITH THE
“PAAA”

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: \$

January 24, 2017

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:

John Cochrane
Mary Kate Mullen
Brad Hemingway

Upon a vote being taken, the result was:

**TOWN OF ISLIP
ECONOMIC DEVELOPMENT CORPORATION
AGENDA ITEMS FOR JANUARY 24, 2017**

AGENDA ITEM #8

TYPE OF RESOLUTION: RESOLUTION TO ADOPT A
CODE OF ETHICS POLICY IN COMPLIANCE WITH THE
"PAAA"

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: \$

January 24, 2017

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:

CODE OF ETHICS

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

Responsibility of Board Members, Directors and Employees

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

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

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

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

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

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

Implementation of Code of Ethics

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

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

Penalties

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

Reporting Unethical Behavior

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

Adopted on January 24, 2017

TOWN OF ISLIP
ECONOMIC DEVELOPMENT CORPORATION
AGENDA ITEMS FOR JANUARY 24, 2017

AGENDA ITEM #9

TYPE OF RESOLUTION: RESOLUTION TO ADOPT AN
INVESTMENT POLICY IN COMPLIANCE WITH THE
"PAAA"

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: \$

January 24, 2017

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:

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 24, 2017.

TOWN OF ISLIP
ECONOMIC DEVELOPMENT CORPORATION
AGENDA ITEMS FOR JANUARY 24, 2017

AGENDA ITEM #10

TYPE OF RESOLUTION: RESOLUTION TO ADOPT THE
PROCUREMENT POLICY IN COMPLIANCE WITH THE
"PAAA"

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: \$

January 24, 2017

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:

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 years= expenditures and shall make a good faith effort to determine whether it is known or can reasonably be expected that the aggregate purchases of a similar nature will exceed the dollar amounts set forth in paragraph (a) of this Section. If so, the procurement will be subject to competitive bidding.
2. DETERMINATION. If the procurement is not subject to competitive bidding, as determined in section (1) above, then prior to commencing any procurement of goods and services, the Chairman or an authorized designee shall prepare a written statement setting forth a determination that (a) competitive bidding is not required for such procurement, and, if applicable, (b) such procurement is not subject to the requirements of this Policy. Such written statements shall be maintained in a specially designated file at the Agency offices and shall also be filed with the purchase order or contract of the goods or services.
3. PROCEDURES FOR THE PURCHASE OF GOODS UNDER \$20,000.
 - a. \$0.01 - \$500 May be purchase at the discretion of the Chairman or the authorized designee.
 - b. \$501 - \$3,000 Upon Agency approval, may be purchased from the vendor

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

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

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

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

5. QUOTES.

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

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

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

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

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 _____.

TOWN OF ISLIP
ECONOMIC DEVELOPMENT CORPORATION
AGENDA ITEMS FOR JANUARY 24, 2017

AGENDA ITEM #11

TYPE OF RESOLUTION: RESOLUTION TO ADOPT THE
TRAVEL AUTHORIZATION & MILEAGE
REIMBURSEMENT GUIDELINES POLICY

COMPANY: N/A

PROJECT LOCATION: N/A

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

INVESTMENT: \$

January 24, 2017

WHEREAS, the Town of Islip Economic Development Corporation (the Corporation) 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 Corporation is to promote and encourage economic development within the Town of Islip; and

WHEREAS, periodically, it is necessary that the Corporation 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 Corporation 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 Corporation 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:

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

No. 17

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to enter into various agreements for programs to be held throughout the Town of Islip to be funded by either registration fees or grant funds.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

1-24-17

<u>Name</u>	<u>Program</u>	<u>Location</u>	<u>Dept.</u>
1. Seatuck Environmental Association	Kid in Nature Camp	South Shore Nature Center Bayview Avenue East Islip, NY 11730	Rec.
2. The National Circus Project	Circus Star Summer Camp	West Islip Community Center 90 Higbie Lane West Islip, NY 11795	Rec.
3. U.S. Sports Institute, Inc.	Various Sports Activities	Broadway Avenue Park Broadway Avenue, Sayville Town Hall West, 401 Main St. Islip, NY 11751	Rec.
4. Pro Game Ventures, LLC.	Baseball & Softball Instruction	Pro Game Academy 41 Saxon Avenue Bay Shore, NY 11706	Rec.
5. Madness Sports for Kids, LLC.	Various Sports Programs	Town Hall West 401 Main Street Islip, NY 11751	Rec.
6. Agostino & Co. Performing Arts.	Summer Theater Workshop	Town Hall West 401 Main Street Islip, NY 11751	Rec.

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 Supervisor no later than 12 days prior to the scheduled meeting.

SPECIFY WHERE APPLICABLE:

Entity or individual benefitted by resolution:	Seatuck Environmental Association
Site or location effected by resolution:	South Shore Nature Center Bayview Avenue East Islip, NY 11730
Cost:	No cost to the Town of Islip.
Budget Line:	A7035.4 5006
Amount and source of outside funding:	Maximum revenue is \$24,375.00 including non-resident surcharge

X No under section II, Sub.____, Number____ of Town of Islip 617 Check List, no Environmental review is required.

Date:

January 24, 2017
Resolution # _____

WHEREAS, the Town of Islip, Department of Parks, Recreation and Cultural Affairs provides a variety of recreational opportunities and has identified a need to provide access to Kid in Nature Camp for our citizens; and

WHEREAS, Seatuck Enviornmental Association, PO Box 31, Islip, New York, 11751 has the required skills, background and existing infrastructure to perform this task in a satisfactory manner; and

WHEREAS, the Town of Islip is desirous of entering into an agreement with Seatuck Enviornmental Association to provide said instruction.

NOW, on a motion by Councilperson _____,
seconded by Councilperson _____, be it therefore

RESOLVED, that the Supervisor is hereby authorized to enter into an agreement; in a manner approved by the Town Attorney with Seatuck Enviornmental Association, to provide three (3) weeks of Kid in Nature Camp for our citizens. Compensation for said services will be in an amount not to exceed \$13,650.00; and be it further

RESOLVED, that the Comptroller is hereby authorized to make any accounting entries or budgetary amendments in accordance with the terms of the contract.

UPON A VOTE BEING TAKEN, the result was:

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 Supervisor no later than 12 days prior to the scheduled meeting.

SPECIFY WHERE APPLICABLE:

Entity or individual benefitted by resolution:	The National Circus Project
Site or location effected by resolution:	West Islip Community Center 90 Higbie Lane West Islip, NY 11795
Cost:	No cost to the Town of Islip.
Budget Line:	A7035.4 5006
Amount and source of outside funding:	Maximum revenue is \$15,000.00 including non-resident surcharge

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:

January 24, 2017
Resolution # _____

WHEREAS, the Town of Islip, Department of Parks, Recreation and Cultural Affairs provides a variety of recreational opportunities and has identified a need to provide access to Circus Star Summer Camp for our citizens; and

WHEREAS, The National Circus Project, located at 56 Lion Lane, Westbury, New York 11590, has the required skills, background and existing infrastructure to perform this task in a satisfactory manner; and

WHEREAS, the Town of Islip is desirous of entering into an agreement with The National Circus Project to provide said instruction.

NOW, on a motion by Councilperson _____,
seconded by Councilperson _____, be it therefore

RESOLVED, that the Supervisor is hereby authorized to enter into an agreement in a manner approved by the Town Attorney; with The National Circus Project, to provide one (1) week of Circus Star Summer Camp to our citizens. Compensation for said services will be in amount not to exceed \$5,400.00; and be it further

RESOLVED, that the Comptroller is hereby authorized to make any accounting entries or budgetary amendments in accordance with the terms of the contract.

UPON A VOTE BEING TAKEN, the result was:

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

INSTRUCTIONS: All 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 Supervisor no later than 12 days prior to the scheduled meeting.

PURPOSE: The resolution authorizes the Supervisor to enter into an agreement with the U.S. Sports Institute, Inc., to provide various programs at Town Hall West & Broadway Avenue Park. Class schedule and fees are set forth in Attachment "A" titled Scope of Work. This program will be self-sustaining. The total minimum revenue will be \$145.00 and the maximum revenue will be \$72,800.00 including the non-resident surcharge. Compensation for said services to the U.S. Sports Institute, Inc. will be 80% of the total revenue for a minimum of \$116.00 and a maximum amount not to exceed \$51,840.00 excluding the non-resident surcharge. This program may be cancelled at any time, without cause at the discretion of the Commissioner of the Department of Parks, Recreation and Cultural Affairs. Cancellation, under any circumstances, shall be without recourse by the contractor against the Town of Islip, except for fees due and owing for work already performed under this contract.

SPECIFY WHERE APPLICABLE:

Entity or individual benefitted by resolution: U.S. Sports Institute, Inc.

Site or location effected by resolution: Broadway Avenue Park, Broadway Avenue, Sayville, NY 11730
Town Hall West, 401 Main Street, Islip, NY 11751

Cost: No cost to the Town of Islip.

Budget Line: A7035.4 5006

Amount and source of outside funding: Maximum revenue is \$72,800.00 including non-resident surcharge

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.

☒ 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:

1/9/17

WHEREAS, the Town of Islip, Department of Parks, Recreation and Cultural Affairs provides a variety of recreational opportunities and has identified a need to provide access to various sport activities for our citizens; and

WHEREAS, The U.S. Sports Institute, located at 4 Somerset Street, Whitehouse, New Jersey, 08888, has the required skills, background and existing infrastructure to perform this task in a satisfactory manner; and

WHEREAS, the Town of Islip is desirous of entering into an agreement with the U.S. Sports Institute, Inc. to provide activities set forth in Attachment "A" titled Scope of Work.

NOW, on a motion by Councilperson _____,
seconded by Councilperson _____, be it therefore

RESOLVED, that the Supervisor is hereby authorized to enter into an agreement with the U.S. Sports Institute, Inc., to provide various sports activities for our citizens for an amount not to exceed, \$51,840.00, the form and content of which shall be subject to the approval of the Town Attorney; and be it further

RESOLVED, that the Comptroller is hereby authorized to make any accounting entries or budgetary amendments in accordance with the terms of the contract.

UPON A VOTE BEING TAKEN, the result was:

ATTACHMENT "A"

SCOPE OF WORK

U.S. Sports Institute will offer a variety of sports programs at Broadway Avenue Park & Town Hall West.

<u>Fee</u>	<u>Residents</u>	<u>Non-residents</u>
All programs*	\$165 per resident per session	\$185 per resident per session
*Soccer beginning April 24	\$145 per resident	\$165

Location: Town Hall West Field, 401 Main Street, Islip NY 11751
Broadway Avenue Park, Broadway Avenue, Sayville, NY 11730

Town Hall West

Tennis, Ages 5-7, Wednesdays, April 26, 2017 thru June 14, 2017, from 4:30 pm-5:30 pm

Tennis, Ages 8-10, Wednesdays, April 26, 2017 thru June 14, 2017, 2016, from 5:30 pm-6:30 pm

Tennis, Ages 11-14, Wednesdays, April 26, 2017 thru June 14, 2017, 2016, from 6:30 pm-7:30 pm

Soccer, Ages 3-5, Saturdays, April 22, 2017 thru June 17, 2017, from 2:00 pm-3:00 pm

Soccer, Ages 3-5, Saturdays, April 22, 2017 thru June 17, 2017, from 3:00 pm-4:00 pm

Soccer, Ages 5-7, Saturdays, April 22, 2017 thru June 17, 2017, from 4:00 pm-5:00 pm

Soccer, Ages 3-5, Mondays, April 24, 2017 thru June 12, 2017, from 4:30 pm-5:30 pm

Soccer, Ages 5-7, Mondays, April 24, 2017 thru June 12, 2017, from 5:30 pm-6:30 pm

Track & Field, Ages 4-5, Thursdays, April 20, 2017 thru June 8, 2017, from 4:30 pm-5:30 pm

Track & Field, Ages 5-6, Thursdays, April 20, 2017 thru June 8, 2017, from 5:30 pm-6:30 pm

Track & Field, Ages 7-10, Thursdays, April 20, 2017 thru June 8, 2017, from 6:30 pm-7:30 pm

Multi Sports, Ages 3-5, Tuesdays, April 25, 2017 thru June 13, 2017, from 4:30 pm-5:30 pm

Multi Sports, Ages 5-7, Tuesdays, April 25, 2017 thru June 13, 2017, from 5:30 pm-6:30 pm

Multi Sports, Ages 8-10, Tuesdays, April 25, 2017 thru June 13, 2017, from 6:30 pm-7:30 pm

Broadway Avenue Tennis Lessons

Tennis, Ages 3-5, Tuesdays, April 25, 2017 thru June 13, 2017, from 3:30 pm-4:30 pm

Tennis, Ages 5-7, Tuesdays April 25, 2017 thru June 13, 2017, from 4:30 pm-5:30 pm

Tennis, Ages 8-10, Tuesdays, April 25, 2017 thru June 13, 2017, from 5:30 pm-6:30 pm

Advanced Tennis, Ages 8-10, Tuesdays, April 25, 2017 thru June 13, 2017, from 6:30 pm-7:30 pm

**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 Supervisor no later than 12 days prior to the scheduled meeting.

PURPOSE: Pro Game Ventures, LLC will provide the following programs, softball on Wednesdays, April 5, 2017 thru May 3, 2017 and baseball on Fridays, April 7, 2017 thru May 5, 2017. Lessons will be held at Pro Game Academy, 41 Saxon Avenue, Bay Shore, New York 11706. The registration fee per program is \$150.00 for residents and \$20.00 surcharge for non-residents. The minimum amount of participants will be one (1) and the maximum amount of participants will be eighty (80). This program will be self-sustaining. Minimum revenue will be \$150.00 and the maximum revenue including the non-resident fee will be \$13,600.00. Compensation for said services will be 80% of the total revenue for a minimum of \$120.00 and a maximum amount not to exceed \$9,600.00 excluding the non-resident surcharge. This program may be cancelled at any time, without cause at the discretion of the Commissioner of the Department of Parks, Recreation and Cultural Affairs. Cancellation, under any circumstances, shall be without recourse by the contractor against the Town of Islip, except for fees due and owing for work already performed under this contract

SPECIFY WHERE APPLICABLE:

Entity of individual benefitted by resolution: Pro Game Ventures, LLC

Site or location effected by resolution: Pro Game Academy, 41 Saxon Avenue, Bay Shore, New York 11706

Cost: No cost to the Town of Islip

Budget Line: A7035.4-5006

Amount and source of outside funding: Maximum revenue is \$13,600.00 including non-resident surcharge

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:

1/9/17

Date:

January 24, 2017

Resolution # _____

WHEREAS, the Town of Islip, Department of Parks, Recreation and Cultural Affairs provides a variety of recreational opportunities and has identified a need to provide access to baseball and softball instructional lessons for our citizens; and

WHEREAS, Pro Game Ventures, LLC, located at 41 Saxon Avenue, Bay Shore, New York 11706, has the required skills, background and existing infrastructure to perform this task in a satisfactory manner; and

WHEREAS, the Town of Islip is desirous of entering into an agreement with Pro Game Ventures, LLC, to provide baseball and softball instructional lessons.

NOW, on a motion by Councilperson _____,
seconded by Councilperson _____, be it therefore

RESOLVED, that the Supervisor is hereby authorized to enter into an agreement with Pro Game Ventures, LLC to provide baseball and softball instruction for an amount not to exceed \$9,600.00, the form and content of which shall be subject to the approval of the Town Attorney; and be it further

RESOLVED, that the Comptroller is hereby authorized to make any accounting entries or budgetary amendments in accordance with the terms of the contract.

UPON A VOTE BEING TAKEN, the result was:

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

INSTRUCTIONS: All 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 Supervisor no later than 12 days prior to the scheduled meeting.

PURPOSE: The resolution authorizes the Supervisor to enter into an agreement with Madness Sports for Kids LLC, to provide various sports programs. Class schedule and fees are set forth in Attachment "A" titled, Scope of Work. This program will be self-sustaining. Minimum revenue will be \$45.00 and the maximum revenue will be \$27,320.00 including the non-resident surcharge. Compensation for said services to Madness Sports for Kids LLC, will be 80% of the total revenue for a minimum amount of \$36.00 and a maximum amount of \$17,504.00 excluding the non-resident surcharge. This contract may be cancelled at any time, without cause at the discretion of the Commissioner of the Department of Parks, Recreation and Cultural Affairs. Cancellation under any circumstances, shall be without recourse by the contractor against the Town of Islip, except for fees due and owing for work already performed under this contract.

SPECIFY WHERE APPLICABLE:

Entity or individual benefitted by resolution: Madness Sports for Kids LLC

Site or location effected by resolution: Town Hall West, 401 Main Street, Islip, NY 11751

Cost: No cost to the Town of Islip.

Budget Line: A7035.4 5006

Amount and source of outside funding: Maximum revenue is \$27,320.00 including non-resident surcharge

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:

1/9/17

Date:

WHEREAS, the Town of Islip, Department of Parks, Recreation and Cultural Affairs provides a variety of recreational opportunities and has identified a need to provide access to various sports instruction for our citizens; and

WHEREAS, Madness Sports for Kids LLC, located at 130 Moffit Boulevard, Islip, New York 11751 has the required skills, background and existing infrastructure to perform this task in a satisfactory manner; and

WHEREAS, the Town of Islip is desirous of entering into an agreement with Madness Sports for Kids LLC, to provide instruction for various sport activities.

NOW, on a motion by Councilperson _____,
seconded by Councilperson _____, be it therefore

RESOLVED, that the Supervisor is hereby authorized to enter into an agreement with Madness Sports for Kids LLC, to provide access to various sports instruction for our citizens for an amount not to exceed \$17,504.00, the form and content of which shall be subject to the approval of the Town Attorney; and be it further

RESOLVED, that the Comptroller is hereby authorized to make any accounting entries or budgetary amendments in accordance with the terms of the contract.

UPON A VOTE BEING TAKEN, the result was:

ATTACHMENT "A"

SCOPE OF WORK

Madness Sports for Kids, LLC will provide various sports programs.

Dates are subject to change at the discretion of the Town of Islip Department of Parks, Recreation & Cultural Affairs.

<u>Program</u>	<u>Day</u>	<u>Dates</u>	<u>Time</u>
Multi-Sport	Sundays	February 5, 2017 thru March 12, 2017	9:00 am-10:00 am
*Multi-Sport	Sundays	March 19, 2017 thru April 30, 2017	9:00 am-10:00 am
*No class Easter, April 16, 2017			
Basketball Training	Fridays	February 3, 2017 thru March 10, 2017	5:45 pm-6:45 pm
Basketball Training	Fridays	April 28, 2017 thru June 2, 2017	5:45 pm-6:45 pm
Basketball Training	Fridays	April 28, 2017 thru June 2, 2017	7:00 pm-8:00 pm
Football Training	Fridays	February 3, 2017 thru February 24, 2017	7:00 pm-8:00 pm
*Flag Football League	Sundays	April 2, 2017 thru May 28, 2017	11:30 am-2:00 pm
*No classes Easter, April 16, 2017 and Mother's Day, Sunday, May 14, 2017			
Basketball League	Fridays	March 3, 2017 thru April 21, 2017	5:45 pm-8:00 pm

<u>Program</u>	<u>Fees</u>
Multi-Sport Program	\$68.00 for residents & \$85.00 for non-residents
Basketball Training	\$68.00 for residents & \$85.00 for non-residents
Football Training	\$45.00 for residents & \$56.00 for non-residents
Flag Football League	\$81.00 for residents & \$101.00 for non-residents
Basketball League	\$81.00 for residents & \$101.00 for non-residents

**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 Supervisor no later than 12 days prior to the scheduled meeting.

PURPOSE: The resolution authorizes the Supervisor to enter into an agreement with the Agostino & Co. Performing Arts to provide a two (2) week Summer Theater Workshop. The Summer Theater Workshop will be held July 17, 2017 thru July 28, 2017 (excluding weekends). The registration fee is \$300.00 for the two (2) week session for each registrant and a \$75.00 surcharge for each non-resident registrant. The minimum amount of participants will be 14 per session and the maximum amount of participants will be forty (40) per session. This program will be self-sustaining. The total minimum revenue will be \$300.00 and the maximum revenue including the non-resident surcharge will be \$15,000.00. Compensation for said services to Agostino & Co. Performing Arts will be 70% of the total revenue for an amount not to exceed \$8,400.00 excluding the non-resident surcharge. Dates are subject to change at the discretion of the Town of Islip Department of Parks, Recreation & Cultural Affairs. A similar resolution was passed for the Agostino & Co. Performing Arts by the Town Board in 2013, 2014, 2015 and 2016.

SPECIFY WHERE APPLICABLE:

Entity or individual benefitted by resolution: Agostino & Co. Performing Arts

Site or location effected by resolution: Town Hall West Theater
401 Main Street
Islip, NY 11751

Cost: No cost to the Town of Islip.

Budget Line: A7035.4 5006

Amount and source of outside funding: Maximum revenue is \$15,000.00 including non-resident surcharge

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.

☒ 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: 1/10/17

WHEREAS, the Town of Islip, Department of Parks, Recreation and Cultural Affairs provides a variety of recreational opportunities and has identified a need to provide access to instructional theater programs for our citizens; and

WHEREAS, Agostino & Co. Performing Arts, located at 3 Windsor Road, Baldwin, New York 11510, has the required skills, background and existing infrastructure to perform this task in a satisfactory manner; and

WHEREAS, the Town of Islip is desirous of entering into an agreement with Agostino & Co. Performing Arts, to provide said instruction.

NOW, on a motion by Councilperson _____,
seconded by Councilperson _____, be it therefore

RESOLVED, that the Supervisor is hereby authorized to enter into an agreement with Agostino & Co. Performing Arts to provide one (1) session of Summer Theater Workshop for our citizens for an amount not to exceed \$8,400.00, the form and content of which shall be subject to the approval of the Town Attorney; and be it further

RESOLVED, that the Comptroller is hereby authorized to make any accounting entries or budgetary amendments in accordance with the terms of the contract.

UPON A VOTE BEING TAKEN, the result was:

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

No. 18

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to enter into an agreement with the South Bay Paddle Wheel Cruises, Inc. to provide full service Sunset Dinner Cruises on the Great South Bay.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
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 Supervisor no later than 12 days prior to the scheduled meeting.

PURPOSE The resolution authorizes the Supervisor to enter into an agreement with the South Bay Paddle Wheel Cruises, Inc. to provide full service Sunset Dinner Cruises on June 27th, July 11th, July 25th, August 8th, August 22nd and October 28th, 2017, on the Lauren Kristy, which is docked at the Bay Shore Marina. The minimum amount of registrants is 50 per cruise and the maximum amount of registrants is 90 per cruise. South Bay Paddle Wheel Cruises, Inc. will provided each guest with a full service dinner buffet as mentioned in the contractual agreement, and two (2) drink tickets to be redeemed for one (1) alcoholic beverage or two (2) non-alcoholic beverages. Compensation for said services to South Bay Paddle Wheel Cruises, Inc. will be \$42.00 per person for a maximum amount of \$3,780.00 per cruise with a total amount not to exceed \$22,680.00. Dates are subject to change at the discretion of the Town of Islip Department of Parks, Recreation & Cultural Affairs. A similar resolution was passed for the South Bay Paddle Wheel Cruises, Inc. by the Town Board in 2013, 2014, 2015 and 2016.

SPECIFY WHERE APPLICABLE:

Entity or individual benefitted by resolution: South Bay Paddle Wheel Cruises, Inc.

Site or location effected by resolution: Bay Shore Marina
South Clinton Avenue
Bay Shore, NY 11706

Cost: No cost to the Town of Islip.

Budget Line: A7035.4 4918

Amount and source of outside funding: Maximum revenue is \$32,400.00 including non-resident surcharge

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.

☒ 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:

January 24, 2017
Resolution # _____

WHEREAS, the Town of Islip, Department of Parks, Recreation and Cultural Affairs provides a variety of recreational opportunities and has identified a need to provide access to dinner cruises on the Great South Bay for our citizens; and

WHEREAS, South Bay Paddle Wheel Cruises, Inc., PO Box 98, Brightwaters, New York, 11718 has the required skills, background and existing infrastructure to perform this task in a satisfactory manner; and

WHEREAS, the Town of Islip is desirous of entering into an agreement with South Bay Paddle Wheel Cruises, to provide said instruction.

NOW, on a motion by Councilperson _____,
seconded by Councilperson _____, be it therefore

RESOLVED, that the Supervisor is hereby authorized to enter into an agreement in a manner approved by the Town Attorney; with South Bay Paddle Wheel Cruises for six (6) Sunset Dinner Cruises to our citizens. Compensation for said services will be in amount not to exceed \$3,780.00 per cruise; and be it further

RESOLVED, that the Comptroller is hereby authorized to make any accounting entries or budgetary amendments in accordance with the terms of the contract.

UPON A VOTE BEING TAKEN, the result was:

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

No. 19

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to apply for and enter into a grant agreement with the Suffolk County Office for the Aging for the purpose of providing continued funding for a Residential Repair Program.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

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

INSTRUCTIONS: *All items for Town Board actions 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 resolutions and give a brief background. Explain any policy implications, whether this item has previously been before the Board, and if any similar resolutions have previously been passed or denied by the Board.* By this resolution, the Town Board authorizes the Supervisor to apply for and enter into a grant agreement with the Suffolk County Office for the Aging 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 \$24,111 for the period of January 1, 2017 through December 31, 2017. The Town of Islip has entered into similar grant agreements with SCOPA for the past several years.

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:** \$6038
4. **Budget Line (s):** A.7624
5. **Budget Line Name(s):** Senior Citizens, Residential Repair Program for the Elderly
6. **Amount and Source of outside funding:** \$24,111 Suffolk County Office for the Aging
\$ 3,000 Participant Donations

ENVIRONMENTAL IMPACT: Is 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

☒ **No** Under Section II, Sub. _____ Number _____ of Town of Islip 617 Check List, no environmental review is required.

Signature of Commissioner/Department Head Sponsor:

Thomas Owens, Commissioner Department of Parks & Recreation

Date:

12/21/16

January 24, 2017
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 \$24,111 for the period of January 1, 2017 through December 31, 2017; and

WHEREAS, the Town of Islip wishes to apply for grant 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 absorb the expense of supplies, salaries and fringe expenses, and

NOW, THEREFORE, on motion by Councilperson

seconded by Councilperson

, be it

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 a Residential Repair Program for the period of January 1, 2017 through December 31, 2017; 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 application and grant.

UPON A VOTE BEING TAKEN, the result was:

TOWN OF ISLIP
GRANTS IN AID
FINANCIAL IMPACT STATEMENT

INSTRUCTION: THIS FORM SHALL ACCOMPANY ALL GRANT APPLICATIONS AND IS INTENDED TO ASSESS THE FULL ECONOMIC IMPACT OF ALL GRANT FUNDED PROGRAMS/PROJECTS.

TITLE OF GRANT: IIIB Residential Repair Program

GRANT IDENTIFICATION #: 001-6772-4980-95285

GRANT FISCAL YEAR: 2017

SPONSORING TOWN DEPT/AGENCY:

REVENUE ACCT(S)#:	A.0000.03820.08
	A.0000.02200.08

APPROPRIATION ACCT(S)#: A.7624

SECTION A

1. PLEASE GIVE A BRIEF SUMMARY OF GRANT OBJECTIVES: To provide repairs to the homes of
senior citizens

2. PLEASE PROVIDE ACTUAL FUNDING LEVELS OF REVENUES COLLECTED FOR THE 3 MOST RECENT GRANT CYCLE HISTORY.

GRANT FISCAL YR.	ORIGINAL SOURCE OF FUNDS					
	TOTAL \$=	OTHER+	TOWN+	COUNTY+	STATE+	FED
2016	24,111.00			24,111.00		
2015	22,539.00			22,539.00		
2014	24,160.00			24,160.00		

* Amount to be realized by end of 2015

3. NUMBER OF SERVICE UNITS/CLIENTS GENERATED BY GRANT: 1700 units of service

4. WILL THIS PROGRAM/PROJECT INVOLVE NEW HIRING OR SUBSIDIZATION OF EXISTING EMPLOYEES?

YES ☒ **NO** ☐

...IF YES PLEASE COMPLETE.

NEW EMPLOYEES:

EXISTING EMPLOYEES: 2 Part-time Residential Repair Workers

5. ARE ANY OF THE GRANT SERVICES MANDATED OR ADDITIONAL MANDATES A CONDITION OF GRANT ACCEPTANCE?

YES ☐ NO ☐

...IF YES PLEASE BRIEFLY EXPLAIN.

6. IF THE GRANT FUNDS ARE REDUCED OR ELIMINATED, WILL THE PROGRAM/PROJECT BE SIMILARLY CUT?

YES ☒ NO ☐

...IF NO, WHAT ALTERNATIVE MEANS OF FINANCING IS AVAILABLE?

7. PLEASE INDICATE GRANT REVENUES AS FOLLOWS:

		(column 2)	(column 3)	(column 3 - column 2)
		PROPOSED CURRENT GRANT FISCAL YR 17 BUDGET	PROPOSED CONTRACTED GRANT FISCAL YR 17 BUDGET	USE FOR NEW GRANTS ONLY* AMENDED
GRANT AMT	A.0000.03820.08	*24,111.00	24,111.00	24,111.00
FEEs AND CHARGES		0.00	0.00	0.00
INSURANCE REIMB		0.00	0.00	0.00
PRIVATE DONATIONS	A.0000.02200.08	*2,991.14	2,000.00	3,000.00
OTHER		0.00	0.00	0.00
TOTAL REVENUES:		27,102.14	26,111.00	27,111.00

*Amount to be realized after submission of final reimbursement.

8. PLEASE INDICATE EXPENDITURES/BUDGETED APPRO ** As of 12/15/16

		(column 2)	(column 3)	(column 3 - column 2)
	APPROP. ACCT#	PROPOSED CURRENT GRANT FISCAL YR 17 BUDGET	PROPOSED CONTRACTED GRANT FISCAL YR 17 BUDGET	USE FOR NEW GRANTS ONLY* AMENDED
PERSONAL SVC:				
FULL TIME SALARY				
FULL TIME SALARY				
FULL TIME SALARY				
PART TIME SALARY	A.7624.19990 (partial)	26,195.82	29,120.00	27,927.00
SUB-TOTAL		26,195.82	29,120.00	27,927.00
FULL-TIME FRINGE BENEFITS**		0.00	0.00	0.00
PART-TIME FRINGE BENEFITS**	0.1691	4,429.71	4,924.19	4,722.46
TOTAL PERSONAL EXP		30,625.53	34,044.19	32,649.00
EQUIPMENT				
CONTRACTUAL	A.7624.41050	477.16	1,000.00	500.00
TOTAL EXPEND		31,102.69	35,044.19	33,149.00

*Outstanding invoices with discounts TBD

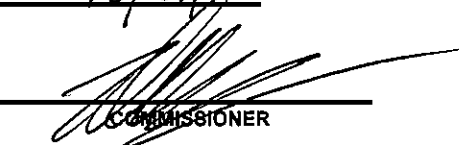
9. NET TAX IMPACT

6,038.00

(TOTAL REV LESS TOTAL EXP)

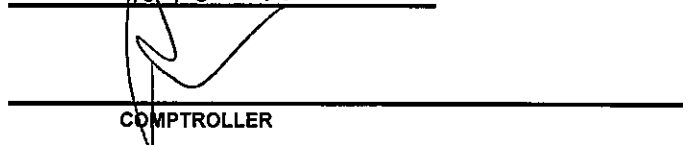
10. * IF THIS IS A NEW GRANT, PLEASE INCLUDE A COMPLETED TRANSFER AUTHORIZATION FOR TOWN BOARD CONSIDERATION TO AMEND THE ADOPTED BUDGET IN A TIMELY MANNER.

DATE 12/21/16



COMMISSIONER

DATE 12/21/16



COMPTROLLER

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

No. 20

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to execute any and all necessary paperwork with the New York State Department of Transportation in connection with the project funded by Multi-Modal funding for Road and Drainage Improvements in Bay Shore.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

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

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

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

To allow the Supervisor to accept and receive \$433,494.00 in Multi-Modal funding for Road and Drainage Improvements on Bayview, Auburn, Burnett and Cottage avenues (\$2541).

The Supervisor is also authorized to execute all necessary agreements, memos, or certifications on behalf of the Town of Islip with New York State in connection with the project being funded by Multi-Modal funding.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Residents/Town of Islip
2. Site or location effected by resolution: Bayview Avenue, Auburn Avenue, Burnett Avenue and Cottage Avenue, Bay Shore
3. Cost: \$433,494.00
4. Budget Line: To be determined by the Comptroller's Office
5. Amount and source of outside funding: Multi Modal – Fully Reimbursable

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 B, Number 3 , of Town of Islip 617 Check List, no environmental review is required.

Signature of Commissioner/Department Head Sponsor:

Date

January 24, 2017
Resolution #

WHEREAS, the Department of Public Works had previously applied for and received Multi-Modal 2000 funds for in the amount of \$750,000.00 for PIN #MS2064.30A, West Islip Road Drainage Improvements; and

WHEREAS, this project has been completed, and there is a balance of \$433,494.00 in grant funds; and

WHEREAS, the Town of Islip Department of Public Works has submitted a request to New York State Department of Transportation to use the balance of the grant money for Road and Drainage Improvements on Bayview, Auburn, Burnett and Cottage avenues (\$2541); and

WHEREAS, the New York State Department of Transportation (NYSDOT) has agreed to this request; and

WHEREAS, it is necessary for the Town Board to agree to receive this Multi-Modal funding, and

WHEREAS, this funding is fully reimbursable by New York State, and

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

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

RESOLVED, that the Town Board is authorized to accept Multi-Modal funding from New York State; and be it

RESOLVED, that the Supervisor be and is authorized to execute all necessary agreements, memos, certifications or reimbursement requests on behalf of the Town of

Islip with New York State Department of Transportation in connection with the advancement of this project; and be it

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

Upon a vote being taken, the result was:

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

No. 21

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Appointments of Marriage Officers for the Town of Islip.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

Town of Islip

**Sponsor's Memorandum
for Town Board Resolution**

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 Town Attorney 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.

Appointments of Marriage Officers for the Town of Islip.

Specify Where Applicable:

1. Entity or individual benefitted by resolution:

Town of Islip and Residents

2. Site or Location affected by resolution:

Town of Islip

3. Cost:\$ n/a

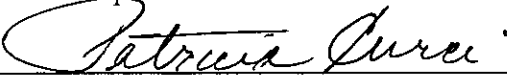
4. Budget Line:

5. Amount and source of outside funding:

Environmental Impact: Is this action subject to a SEQR environmental review ?

☐ Yes under Section 1, Sub.A, Number _____ of the Town of Islip 617 Check List, an environmental review is required

☒ No under Section II, Sub. _____, Number _____ of the Town of Islip 617 Check List, no environmental review is required.


Signature of Commissioner/Department Head Sponsor:

1/13/17
Date:

January 24, 2017

WHEREAS, Section 11-c of the Domestic Relations Law of the State of New York authorizes the governing body of the Town to appoint Marriage Officers to solemnize a marriage within its territorial limits; and

WHEREAS, the Domestic Relation Law states that the term of office shall be determined by the governing body which makes the appointment, but shall not exceed four years; and

WHEREAS, providing marriage officers easily accessible to all Town residents has proven to be a benefit and convenience to many residents, and

WHEREAS, the Town Board wishes to continue to make marriage officers available to the public.

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

RESOLVED, that Olga H. Murray, Karen Santana, Rosa Torres, Joseph Mandanici, Patricia Curci, Angie Carpenter, Steve Flotteron, and Trish Bergin Weichbrodt, being duly qualified, are hereby appointed as Marriage Officers, effective January 24, 2017 through January 24, 2018, for the Town of Islip; and be it further

RESOLVED, that no fee shall be charged for the performance of marriages by the marriage officer and the compensation for the same is included in their salary and is in lieu of any fees provided in the Domestic Relations Law.

Upon a vote being taken, the result was:

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

No. 22

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Special Events

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

January 24, 2017

On a motion of Councilperson

seconded by Councilperson

be it,

RESOLVED, that permission is hereby granted to hold the following events in the Town:

- A. St. Patrick's Day Parade - Bay Shore - St. Patrick's Parade of Greater Bay Shore - Saturday, March 11, 2017 from 2PM to 4PM, route as follows: Parade assembles at South Saxon Avenue and Awixa A Avenue at 12:30PM, proceeds west on Main Street (Montauk Hwy.) to St. Patrick's Church. Marchers will then proceed north on Clinton Avenue and Mechanicsville to Union Blvd. where the parade will terminate. Requesting permission for no parking on Main Street from Homan Avenue, to Clinton Avenue starting at 1PM. Permission for this event will be granted pending approval from Town and County Offices and proof of liability insurance.
- B. 5K Run- Holtsville- Tamarac Fathers Club Inc. - Saturday, May 13, 2017 from 8:00AM to 12PM. (set up at 7AM) Race assembles at Tamarac Elementary School, proceeds north on Spence Avenue, right onto Greenbelt Parkway, left onto Skylark, right onto Spiral Road, right onto Blue point Road West, left onto Glide Lane, left onto Spiral Road, right onto Blue point Road West, right onto Greenbelt Parkway, left onto Spiral Road, right onto Rudder Drive, left onto Blue point Road West, right onto Greenbelt Parkway, right onto Spence Avenue, continue to Tamarac Elementary School where race will end. Permission for this event will be granted pending approval from Town and County Offices and proof of liability insurance.
- C. Triathlon-East Islip-Race Awesome-Youth and Adult Triathlon-Friday, June 2 (Kids Race), and Saturday June 3, 2017 (Adult Race) from 5 Am to 12 Noon- set up will be June 2, 2017 at 10AM. Event will take place at East Islip Marina Park. Permission for this event will be granted pending approval from Town and County offices and proof of liability insurance.
- D. Great South Bay Run-Half Marathon-10K, 5K Family Fun Run & Kids 1K Run-Bay Shore Marina-Bay Shore-Race Awesome -Saturday, September 23, 2017 from 8:15AM to 1PM. Event will take place at the Bay Shore Marina Park. Permission for this event will be granted pending approval from Town and County offices and proof of liability insurance.

Upon a vote being taken the result was:

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

No. 23

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Town Clerk to advertise for a Public Hearing to considering amending Chapter 68, entitled "Zoning".

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**Town of Islip
Sponsor's Memorandum
for Town Board Resolution**

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.

This resolution authorizes the Town Clerk to advertise for a public hearing to consider the adoption of amendments to Chapter 68 by the adoption of an ordinance. These changes are proposed in order to clarify, modernize, and streamline portions of the Code that are either ambiguous, lacking clarity, or insufficient in addressing current trends. The proposed amendments will serve all Town of Islip citizens and assist in protecting the public health, safety, and welfare of the Town.

Specify Where Applicable:

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

Environmental Impact: Is this action subject to a SEQR environmental review ?

 X Yes under Section 617.4, Sub.B, Number (2) of the Town of Islip 617 Check List, an environmental review is required

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


Signature of Commissioner/Department Head Sponsor:

Date:

Ron Meyer, Commissioner

January 24, 2017

WHEREAS, a review of the Islip Town Code has been conducted by the Department of Planning and Development; and

WHEREAS, on the basis of said review, certain modifications are deemed appropriate in order to clarify, modernize, and streamline portions of the Code that are either ambiguous, lacking clarity, or are insufficient in addressing current trends; and

WHEREAS, a review of the environmental impacts of these proposed regulations indicates that no significant environmental impact will occur.

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

RESOLVED, that the Town Clerk is hereby authorized to advertise for a public hearing to consider amending various sections of the Islip Town Code, Chapter 68, "Zoning".

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

No. 24

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Town Board approval of scheduled Change of Zone Meeting Dates

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

Town of Islip

**Sponsor's Memorandum
for Town Board Resolution**

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 Town Attorney 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.

This resolution will authorize the scheduling and holding of public hearings for land use applications as required by New York State Town law and the Town of Islip Zoning Code. This is a routine resolution approved annually by the Town Board.

Specify Where Applicable:

1. Entity or individual benefitted by resolution:

Town of Islip

2. Site or Location affected by resolution:

Townwide

3. Cost:\$ NA

4. Budget Line: NA

5. Amount and source of outside funding:

NA

Environmental Impact: Is this action subject to a SEQR environmental review ?

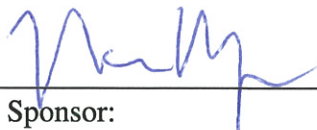
☐

Yes under Section 1, Sub.A, Number _____ of the Town of Islip 617 Check List, an environmental review is required

☒

No under Section II, Sub. B, Number 2 of the Town of Islip 617 Check List, no environmental review is required.

Signature of Commissioner/Department Head Sponsor:



Date:

1/12/2017

On a motion of Council

, seconded by

Council

, be it

RESOLVED, that the Town Board Change of Zone Hearings for 2017 are hereby established as follows:

January 26, 2017
February 28, 2017 (Tuesday)
March 30, 2017
April 27, 2017
May 25, 2017
June 22, 2017
July 27, 2017
August 24, 2017
September 28, 2017
November 16, 2017
December 14, 2017

The meetings will be held in the Town Board Meeting Room on Thursdays at 6:00 p.m. except where otherwise noted.

FURTHER RESOLVED, that any additional meetings may be called, cancelled, or adjourned by resolution of the Town Board.

Upon a vote being taken, the result was

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

No. 25

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to enter into a contract with Watral Brothers, Inc. for Contract DPD 5-16, "Material Replacement at the Former Soccer Field at Roberto Clemente Park, Brentwood, NY".

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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

Chris Poelker

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

enclosure:

cc: OLGA H. MURRAY, TOWN CLERK
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
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 Town Attorney 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.

This resolution authorizes the Supervisor to enter into a contract with **Watral Brothers, Inc.** for **"Material Replacement at the Former Soccer Field at Roberto Clemente Park, Brentwood NY",** Contract DPD 5-16.

SPECIFY WHERE APPLICABLE:

1. Entity or Individual benefitted by resolution: The Town
2. Site or location effected by resolution: Roberto Clemente Park, Brentwood
3. Cost: Total: \$523,244.00
4. Budget Line: H15.7114.36000.00.CLEM *Be*
5. Amount and source of outside funding:

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

NO Under 6 NYCRR 617.5(c) (2), the proposed action is not subject to environmental review.

Signature of Sponsor

Christopher H. Poelker, P.E., Town Engineer

CHP:ms

11/11/2017
Date

Date:
Resolution:

WHEREAS, the Town of Islip Department of Planning and Development solicited competitive bids for DPD 5-16, “Material Replacement at the Former Soccer Field at Roberto Clemente Park, Brentwood, NY”; and

WHEREAS, on December 22, 2016, sealed bids for DPD 5-16 were opened, and Watral Brothers, Inc., 45 South 4th Street, Bay Shore, NY, 11706, submitted the lowest bid of \$523,244.00; and

WHEREAS, Watral Brothers, Inc., has been determined to be a responsible bidder; and

WHEREAS, the Commissioner of Planning and Development, Ron Meyer, the Town Engineer, Christopher H. Poelker, P.E., and the Commissioner of Parks, Recreation and Cultural Affairs, Thomas Owens, recommend approval of this resolution;

NOW, THEREFORE, on a motion by Councilperson_____,
seconded by Councilperson_____, be it

RESOLVED that the Supervisor is authorized to enter into contract with Watral Brothers, Inc. for Contract DPD 5-16, “Material Replacement at the Former Soccer Field at Roberto Clemente Park, Brentwood NY,” in the amount of \$523,244.00; and be it further

RESOLVED that the Comptroller is hereby authorized to make any and all necessary changes to the budget in accordance with the terms of the contract.

UPON a vote being taken the result was:

BID ANALYSIS

**Material Replacement at the Former Soccer Field at
Roberto Clemente Park, Brentwood NY
Contract DPD 5-16.**

Bid Opening: December 22, 2016

<u>Contractor Name</u>	<u>Total Bid</u>
Watral Brothers Inc.	\$523,244.00
Gatz Landscaping Inc.	\$563,989.00
Gramercy Group Inc.	\$664,000.00
Laser Industries	\$698,650.00
Independent General Contracting (IGC)	\$721,000.00
Scalamandre Contractors	\$723,515.00
Quintal Contracting Corp.	\$760,250.00
Giaquinto Masonry Inc.	\$1,199,000.00

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

No. 26

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Town Board approval issuing payment to P.W. Grosser Consulting, for providing professional services for potential options for the relocation of Ronkonkoma HUB Sewer Main in the amount \$7,221.56.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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

Chris Poelker

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

enclosure:

cc: OLGA H. MURRAY, TOWN CLERK
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
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 Town Attorney 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.

This resolution authorizes the Supervisor to authorize payment to **P.W. Grosser Consulting, 630 Johnson Avenue, Suite 7, Bohemia, New York 11716 for the Professional Services for Potential Options for the Relocation of Ronkonkoma HUB Sewer Main.**

SPECIFY WHERE APPLICABLE:

1. Entity or Individual benefitted by resolution: The Town
2. Site or location effected by resolution: Southeastern Hamlets of the Town of Islip
3. Cost: Total: \$7,221.56
4. Budget Line: B8020.45000 – Outside Professional
5. Amount and source of outside funding:

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

_____ Under Section 1, Sub. _____ Number _____ of Town of Islip 617.5 Check List, an environmental review is required. All regulatory permits will be procured prior to construction.-

NO Under Section II, Sub. a Number 18 of Town of Islip 617.5 Check List, no environmental review is required.

Signature of Sponsor:

Christopher H. Poelker, P.E., Town Engineer

1/12/2017
Date

CHP:ms

Date:
Resolution:

WHEREAS, On March 18, 2014 The Town entered into a Professional Services Agreement with P.W. Grosser Consulting, 630 Johnson Avenue, Suite 7, Bohemia, New York 11716 for the Engineering Report for the Establishment of a Municipal Sewage Treatment Plant for the Southeastern Portion of the Town of Islip, and

WHEREAS, the resulting sewer study was completed and accepted by the Town in November of 2014, and

WHEREAS, subsequent to the study, The Town required additional professional engineering services, regarding potential options for the relocation of the Ronkonkoma HUB sewer main, and

WHEREAS, the previous Commissioner of Planning and Development, Richard J. Zapolski, P.E., authorized the required additional engineering services to be performed, and

WHEREAS, the consultant, P.W. Grosser Consulting, having successfully completed the Town of Islip Southeastern Sewer Study, was deemed to provide the best balance of qualification, experience and cost to analyze an alternate drainage option to the previous study, and

WHEREAS, the Consultant provided the additional services for a fee of \$7,221.56, and

WHEREAS, the Commissioner of Planning and Development, Ron Meyer and the Town Engineer, Christopher H. Poelker, P.E., hereby recommend approval of this resolution, and

WHEREAS, there has been a determination of no significant environmental impact:

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

RESOLVED that the Supervisor authorize payment to P.W. Grosser Consulting, for providing professional services for potential options for the relocation of Ronkonkoma HUB Sewer Main, in the amount of \$7,221.56,

IT IS FURTHER RESOLVED THAT, the Comptroller is hereby authorized to make any and all necessary changes to the budget as needed in order to effectuate this professional services agreement.

UPON a vote being taken the result was

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

No. 27

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to enter into a personal service agreement with Michael S. Siniski to provide services and updates to the Assessor's Office software programs during the conversion to a new operating platform known as Alpha 5 Operating System.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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

Anne Danziger

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

enclosure:

cc: OLGA H. MURRAY, TOWN CLERK
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

Town of Islip

**Sponsor's Memorandum
for Town Board Resolution**

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 Town Attorney no later than 12 days prior to the scheduled meeting.

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

To authorize the Supervisor to enter into a personal services agreement with Michael S. Siniski in an amount not to exceed Forty Thousand (\$40,000) dollars, to provide services and updates to the Assessor's Office software programs during the conversion to a new operating platform known as Alpha 5, and also advise and assist the Office of Information and Technology on certain matters as they pertain to the Land Base Operating System in the Town of Islip, and train employees to use and create reports using the software developed for the new Alpha 5 operating system, for a term of one (1) year with two (2) one (1) year options to renew

Specify Where Applicable:

1. Entity or individual benefitted by resolution:

Michael S. Siniski, 19 Zarva Street, Bohemia NY 11716, and all taxpayers in the Town of Islip.

2. Site or Location affected by resolution:

Assessor's Office - 40 Nassau Avenue, Islip, NY 11751

3. Cost: \$ 40,000

4. Budget Line: 4A 1355.4 5000

5. Amount and source of outside funding:

Environmental Impact: Is this action subject to a SEQR environmental review ?

☐ Yes under Section 1, Sub.A, Number _____ of the Town of Islip 617 Check List, an environmental review is required

☒ No under Section II, Sub. _____, Number _____ of the Town of Islip 617 Check List, no environmental review is required.

Signature of Commissioner/Department Head Sponsor:

Date: Jan 13 2017

WHEREAS, the Town of Islip Land Data Base System is comprised of extensive property records and inventory of the approximate 100,000 parcels of land and over 100,000,000 pieces of informational data located within the Town of Islip, including land ownership and property transfers, as well as over 100,000 property tax exemptions, photographs and legal records; and

WHEREAS, the Assessor's Office is solely responsible for the proper maintenance and management of the entire Land Data Base System for the Town of Islip, which is utilized by almost every department, specifically Planning, Building, Zoning Board of Appeals, Code and Law Enforcement, Town Attorney, Elected Officials and Comptroller's Offices; and

WHEREAS, Michael S. Siniski has been providing the above services to the Town of Islip pursuant to a yearly professional services agreement, as he has the necessary qualifications and experience to do so; and

WHEREAS, Anne M. Danziger, Assessor, hereby recommends that the Town Board authorize the Supervisor to enter into a professional services agreement with Michael S. Siniski, in an amount not to exceed Forty Thousand (\$40,000) dollars, to provide services and updates to the Assessor's Office software programs during the conversion to a new operating platform known as Alpha 5, and also advise and assist the Office of Information and Technology on certain matters as they pertain to the Land Base Operating System in the Town of Islip, and train employees to use and create reports using the software developed for the new Alpha 5 operating system, for a term of one (1) year with two (2) one (1) year options to renew.

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

RESOLVED, the Supervisor is authorized to enter into a professional services agreement with Michael S. Siniski in an amount not to exceed Forty Thousand (\$40,000) dollars, to provide services and updates to the Assessor's Office software programs during the conversion to a new operating platform known as Alpha 5, and also advise and assist the Office of Information and Technology on certain matters as they pertain to the Land Base Operating System in the Town of Islip, and train employees to use and create reports using the software developed for the new Alpha 5 operating system, for a term of one (1) year with two (2) one (1) year options to renew; and be it

FURTHER RESOLVED THAT, the Comptroller is hereby authorized to make any and all budgetary adjustments deemed necessary.

Upon a vote being taken, the result was:

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

No. 28

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Town Board acceptance of an easement for the purpose of maintenance, repair inspection and replacement of street lighting to be installed at property located at 26 Wicks Road in Brentwood.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**Town of Islip
Sponsors Memorandum
for Town Board Resolution**

Instructions: All items for Town Board action must be accompanied by a sponsors 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 of Town Board receiving an easement, for the purpose, maintenance, repair inspection and replacement of Street lighting cable that is to be installed in the easement area.

Specify Where Applicable:

1. Entity or individual benefitted by resolution: Town of Islip
655 Main Street
Islip, New York 11751

2. Site or Location effected by resolution: 26 Wicks Road
Brentwood, New York 11717
Suffolk County Tax Map 0500-136.00-01.00-067.003

3. Cost: None

4. Budget Line: N/A

5. Amount and source of outside funding: N/A

Environmental Impact: Is this action subject to a SEQR environmental review?

_____ Yes under Section 1, Sub.A, Number _____ of the Town of Islip 617 Check List, an environmental review is required

X No under Section II, Sub. 617.5 Number C-20 of the Town of Islip 617 Check List, no environmental review is required.



Signature of Commissioner/Department Head Sponsor:

1/18/2017

Date:

Ron Meyers, Commissioner

Town Board Resolution for Utility and Maintenance
Easements

Date: January 24, 2017

WHEREAS, the Commissioner of Planning, on behalf of the Planning Board, has required that the owner of a certain property located at 26 Wicks Road, Brentwood, New York 11717 (SCTM05000500-136.00-01.00-067.003) to record an easement on the property; and

WHEREAS, the owner of said property Brentwood Rx Development, LLC, has submitted to the Town of Islip an easement agreement dated November 22, 2016, making the required easement; and

WHEREAS, the Department of Planning has examined the metes and bounds and found it acceptable as to form; and

WHEREAS, the Department of Public works has reviewed the purpose and size of the easement and finds it acceptable for utility and/or maintenance purposes; and

WHEREAS, the easement is consistent with the applicable provisions of Town Law Section 274A, 277, 278 and

WHEREAS, the Office of the Town Attorney has also found the easement acceptable as to form;

NOW, THEREFORE, on a motion by Councilperson_____

and seconded by Councilperson_____, be it

RESOLVED, that the said easement is hereby accepted and the Town Attorney be and hereby authorized to take the necessary steps in having the easement recorded in the Office of the Suffolk County Clerk.

UPON a vote being taken, the result was:

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

No. 29

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Authorization for the Supervisor to enter into an agreement with Rockville Risk Management Associates to provide third party administrative services for the Town's general and auto liability claims.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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

J.R. DiCioccio, Esq.

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

enclosure:

cc: OLGA H. MURRAY, TOWN CLERK
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

**Town of Islip
Sponsor's Memorandum
for Town Board Resolution**

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 Town Attorney 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.

This resolution would authorize the Town Supervisor to enter into an agreement with Rockville Risk Management Associates to provide third party administrative services for the Town's general and auto liability claims.

Specify Where Applicable:

1. Entity or individual benefitted by resolution: Townwide
2. Site or Location effected by resolution: Townwide
3. Cost: N/A
4. Budget Line: N/A
5. Amount and source of outside funding: N/A

Environmental Impact: Is this action subject to a SEQR environmental review ?

_____ Yes under Section 1, Sub.A, Number _____ of the Town of Islip 617 Check List, an environmental review is required

___x___ No under Section 2, Sub._____, Number _____ of the Town of Islip 617 Check List, no environmental review is required.

Signature of Commissioner/Department Head Sponsor:

Date:

January 24, 2017

WHEREAS, the Town of Islip ("Town") currently utilizes a third party administrator ("TPA") to manage the Town's general and auto liability claims; and

WHEREAS, the prior TPA contract has expired; and

WHEREAS, the Town sought proposals to provide comprehensive auto and general liability claims management services; and

WHEREAS, in order to secure the most appropriate and cost effective third party administrator the Town convened a committee that included employees from the Department of Parks and Recreation, the Office of the Town Comptroller and the Office of the Town Attorney; and

WHEREAS, upon multiple advertisements for TPA Proposals (RFPs) the Town received one timely response from Rockville Risk Management; and

WHEREAS, after due and careful consideration of the proposal received, and in consideration of any other available options, the committee has determined that Rockville Risk Management Associates, 119 North Park Avenue, 4th Floor, Rockville Centre, New York 11570 is best qualified to manage the Town's general and auto liability claims.

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

RESOLVED, that the Supervisor of the Town of Islip is hereby authorized to enter into an agreement with Rockville Risk Management Associates to administer the Town's general and auto liability claims in a form acceptable to the Office of the Town Attorney; and be it further

RESOLVED, that the comptroller is authorized to make the account entries necessary to amend the budget in accordance with the terms of this agreement.

UPON A VOTE BEING TAKEN, the result was:

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

No. 30

TO: SUPERVISOR ANGIE M. CARPENTER
COUNCILMAN STEVEN J. FLOTTERON
COUNCILWOMAN TRISH BERGIN WEICHBRODT
COUNCILMAN JOHN C. COCHRANE, JR.
COUNCILWOMAN MARY KATE MULLEN

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

Town Board acceptance of a parcel of land for the dedication of Marie Court in Bayport.

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA ON **JANUARY 24, 2017 AT 2PM** IN THE TOWN BOARD ROOM, ISLIP TOWN HALL

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
RON MEYER, COMMISSIONER, PLANNING AND DEVELOPMENT
JOSEPH LUDWIG, COMPTROLLER
TRACEY KRUT, CHIEF OF STAFF

TOWN OF ISLIP
SPONSOR'S MEMORANDUM
FOR TOWN BOARD RESOLUTIONS

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

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

To consider the adoption of a resolution accepting a Deed from Denise Affenita for a 18,394 sq. ft. parcel of land 980 ft. south of Railroad Street off Gillette Avenue, Bayport, Town of Islip, New York (SCTM 0500-360.00-05.00-002.005) for the dedication of Marie Court, Bayport.

SPECIFY WHERE APPLICABLE:

1. Entity or individual benefitted by resolution: Residents of Marie Court
 2. Site or location effected by resolution: Marie Court, Bayport
 3. Cost: N/A
 4. Budget Line: N/A
 5. Amount and source of outside funding: N/A
-

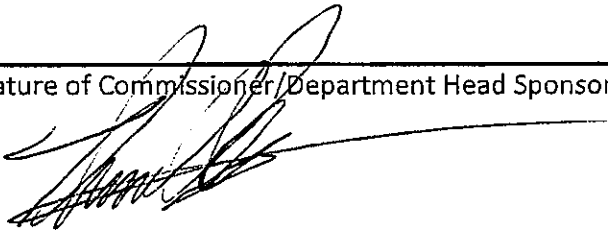
ENVIRONMENTAL IMPACT: Is this action subject to a SEQRA environmental review?

☐ Yes under Section I, Sub. A., Number 14 of Town of Islip 617 Check List, an environmental review is required.

☒ No under Section II, Sub. ____, Number ____ of Town of Islip 617 Check List, no environmental review is required. Unlisted Action Review had already been conducted and a negative determination was reached.

Signature of Commissioner/Department Head Sponsor.

Date 01/23 /17



WHEREAS, Denise Affenita has offered a deed to the Town of Islip to accept the dedication of Marie Court, Bayport (SCTM No. 0500-360.00-05.00-002.005); and

WHEREAS, all road improvements have been satisfactorily completed in accordance with Town of Islip standards and the said road is in acceptable condition; and

WHEREAS, Denise Affenita has executed a Bargain and Sale Deed dated December 6, 2016 conveying the subject roadbed to the Town of Islip; and

WHEREAS, the Office of the Town Attorney has found the deed to be in acceptable form;

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

RESOLVED, that the aforementioned deed is hereby accepted and the Town Attorney be and he hereby is directed to take the necessary steps to record the deed in the Office of the Suffolk County Clerk.

Upon a vote being taken, the result was: