

TOWN BOARD AGENDA

JANUARY 3, 2018

- A. Appointment of Town Attorney
- B. Appointment of Town Comptroller
- C. Appointment of William D. Wexler, Esq. to the Zoning Board of Appeals
- D. Appointment of Daniel Sullivan, Esq. to the Zoning Board of Appeals
- E. Appointment of Gary Bruno to the Town of Islip Planning Board
- F. Appointment of James P. O'Connor to the Town of Islip Industrial Development Agency Board
- G. Appointment of James P. O'Connor to the Town of Islip Economic Development Corporation Board.
- H. Appointment of James P. O'Connor as a member of the Town of Islip Foreign Trade Zone Authority Board.
 - 1. Schedule of Meetings
 - 2. Bond Counsel
 - 3. Powers of the Town Attorney
 - 4. Board of Appeals Representation
 - 5. Official Radio Stations
 - 6. Official Newspapers
 - 7. License Authorizations
 - 8. Rental Equipment
 - 9. Bond Consultants
 - 10. Overtime Services
 - 11. Comptroller Payroll signature
 - 12. Payroll Deductions
 - 13. Comptroller Appraiser & Actuarial
 - 14. Weekly Payroll
 - 15. Duties of Account Section
 - 16. Water Districts
 - 17. Idle Fund Investment
 - 18. Digital Signatures
 - 19. Bonding Practices
 - 20. Government Securities Dealers
 - 21. Change Orders
 - 22. Procurement Procedures
 - 23. Airport Consulting Services
 - 24. Execution of Agreements under \$3,000 by the Commissioner of Parks, Recreation and Cultural Affairs
 - 25. Acceptance of Donations to Parks, Recreation and Cultural Affairs
 - 26. Courier Service for Receiver of Taxes
 - 27. FOIL Procedures
 - 28. Marriage Officers

A

January 3, 2018

WHEREAS, by resolution dated September 20, 2016, John R. DiCioccio, Esq., was appointed Town Attorney of the Town of Islip with all the privileges and responsibilities set forth in the laws of the State of New York and the Code of the Town of Islip; and

WHEREAS, Islip Town Code §50-3 establishes such office in compliance with New York State Town Law §20(2)(a); and

WHEREAS, New York State Town Law §24 sets forth the term of such office; and

WHEREAS, the Town Board of the Town of Islip recognizes that Mr. DiCioccio has been ably performing the duties of the office of Town Attorney and desires to reappoint him to the position of Town Attorney.

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

RESOLVED, that John R. DiCioccio is hereby reappointed to the office of the Town Attorney of the Town of Islip, for a two (2) year term, and assumes all rights, privileges and responsibilities of said office under the laws of the State of New York and Code of the Town of Islip.

Upon a vote being taken, the result was:

B

January 3, 2018

WHEREAS, by resolution dated February 26, 2007 JOSEPH LUDWIG, CPA, was appointed Comptroller of the Town of Islip, with all the privileges and responsibilities set forth in the laws of the State of New York and the Code of the Town of Islip; and

WHEREAS, Town Code Section 10B-3(A) establishes such office in compliance with New York State Town Law Section 20(3)(b); and

WHEREAS, Town Law Section 20(3)(b) sets the term for such office; and

WHEREAS, the Town Board of the Town of Islip recognizes that Mr. Ludwig has been ably performing the duties of the office of Comptroller and desires to reappoint him as Comptroller of the Town of Islip.

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

RESOLVED, that JOSEPH LUDWIG is hereby reappointed to the office of Comptroller of the Town of Islip, for a two (2) year term, and assumes all rights, privileges and responsibilities of said office under the laws of the State of New York and Code of the Town of Islip.

Upon a vote being taken, the result was:

C

January 3, 2018

WHEREAS, pursuant to Section 267(8) of New York State Town Law, the Town Board is authorized to make appointments to the Zoning Board of Appeals; and

WHEREAS, William D. Wexler, Esq., was appointed to the Zoning Board of Appeals on January 1, 2011, for a five (5) year term; and

WHEREAS, William D. Wexler, Esq., possesses the necessary skills to continue to serve on the Zoning Board of Appeals.

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

RESOLVED, that William D. Wexler, Esq., is hereby reappointed to the Zoning Board of Appeals for the remainder of his unexpired term which expires on December 31, 2020, at the budgeted amount.

Upon a vote being taken, the result was:

D

January 3, 2018

WHEREAS, pursuant to Section 267(8) of New York State Town Law, the Town Board is authorized to make appointments to the Zoning Board of Appeals; and

WHEREAS, Daniel Sullivan, Esq., was appointed to the Zoning Board of Appeals on January 1, 2013, for a five (5) year term; and

WHEREAS, Daniel Sullivan, Esq., possesses the necessary skills to continue to serve on the Zoning Board of Appeals.

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

RESOLVED, that Daniel Sullivan, Esq., is hereby reappointed to the Zoning Board of Appeals for a five (5) year term which expires on December 31, 2022, at the budgeted amount.

Upon a vote being taken, the result was:

E

January 3, 2018

WHEREAS, pursuant to Section 271 of the New York State Town Law, the Town Board is authorized to make appointments to the Planning Board; and

WHEREAS, a vacancy presently exists due to the expiration of Michael Kennedy's term on December 31, 2017; and

WHEREAS, Gary Bruno, possesses the necessary skills to serve on the Town of Islip Planning Board.

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

RESOLVED, that Gary Bruno is hereby appointed to the Town of Islip Planning Board for a seven (7) year term which expires on December 31, 2024, at the budgeted amount.

Upon a vote being taken, the result was:

GARY J. BRUNO • ARCHITECT, P.C.

Education B. Arch New York Institute of Technology
6/75 - 6/78
S.U.N.Y. at Stony Brook
9/74 - 6/75
S.U.N.Y. at Buffalo
9/73 - 6/74

Memberships American Institute of Architects
Long Island Housing Partnership
International Code Council

Public Service S.U.N.Y. Farmingdale Architectural
Industry Advisory Board 2007-2015
Town of Islip Handicapped Advisory Board
1982-1986 Architectural advisement to the
Town of Islip - volunteer basis
Bohemia Historical Society
Bohemia Civic Association

Certifications LEED Accredited Professional - Mar 2007
B,D + C Specialization - Apr 2010
(Building Design & Construction)

Registrations

New York	#15097	Apr. 1981
New Jersey	#08611	Feb. 1984
Vermont	#2422	Apr. 2000
Arizona	#46049	Mar. 2007
Connecticut	#11879	Aug. 2009

Teaching Experience New York Institute of Technology
Adjunct Asst. Professor, 1982-1994, 2016
Building Construction 1 & 2
Construction Drawings 1
Professional Practice 1

Professional Experience Gary J. Bruno, Architect, P.C.
Bohemia, New York 8/82 - 12/17

Custom Residential	- 147
Development Residential	- 206
Multifamily Residential	- 18
Commercial Projects	- 261
Industrial Projects	- 150
Office Projects	- 80
Interior Projects	- 547

German & Clemens Architecture, P.C.
Bohemia, New York 4/17 - 10/17

F

January 3, 2018

WHEREAS, pursuant to New York State General Municipal Law Section 898B, the Town Board of the Town of Islip appoints the members of the Industrial Development Agency Board; and

WHEREAS, a vacancy exists in the membership of the Town of Islip Industrial Development Agency due to the expiration of Steven Flotteron's term; and

WHEREAS, James P. O'Connor is newly elected to the Islip Town Board and possesses the necessary skills to serve on the Town of Islip Industrial Development Agency.

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

RESOLVED, that the Town Board of the Town of Islip hereby appoints James P. O'Connor as a member of the Town of Islip Industrial Development Agency Board and charged with executing all duties, powers and responsibility associated therewith.

Upon a vote being taken, the result was:

G

January 3, 2018

WHEREAS, pursuant to Section 1411 of the New York Not-for-Profit Corporation Law, the governing body of the Town of Islip appoints the members of the Economic Development Corporation Board; and

WHEREAS, a vacancy exists in the membership of the Town of Islip Economic Development Corporation Board due to the expiration of Steven Flotteron's term; and

WHEREAS, James P. O'Connor is newly elected to the Islip Town Board and possesses the necessary skills to serve on the Town of Islip Economic Development Corporation Board.

NOW, THEREFORE, on motion of _____; seconded by

_____, be it

RESOLVED, that the Town Board of the Town of Islip hereby appoints James P. O'Connor as a member of the Town of Islip Economic Development Corporation Board and charged with executing all duties, powers and responsibility associated therewith.

Upon a vote being taken, the result was:

H

January 3, 2018

WHEREAS, pursuant to New York State General Municipal Section 975, members of the Foreign Trade Zone Authority Board are appointed by the governing body of the Town of Islip; and

WHEREAS, a vacancy exists on the Town of Islip Foreign Trade Zone Authority Board due to the expiration of Steven Flotteron's term; and

WHEREAS, James P. O'Connor is newly elected to the Islip Town Board and possesses the necessary skills to serve on the Town of Islip Foreign Trade Zone Authority Board.

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

RESOLVED, that the Town Board of the Town of Islip hereby appoints James P. O'Connor as a member of the Town of Islip Foreign Trade Zone Authority Board and charged with executing all duties, powers and responsibility associated therewith.

UPON A VOTE BEING TAKEN, the result was:

On a motion of Councilperson
seconded by Councilperson, be it

RESOLVED, that the regular meetings of the Town Board of the Town of Islip for 2018 be and are hereby established as follows:

Tuesday, January 23
Tuesday, February 27 (Black History Month)
Tuesday, March 20 (Women's History Month)
Tuesday, April 24th at 6 p.m. (Student Achievement Awards)
Tuesday, May 15
Tuesday, June 19
Tuesday, July 17 at 6 p.m.
Tuesday, August 21
Tuesday, September 25th at 6 p.m. (Hispanic Heritage Month)
Tuesday, October 16 (Italian Heritage Month)
Thursday, November 8th at 10:30 a.m. (Budget Hearing)
Tuesday, November 20th at 6 p.m.
Tuesday, December 18

The meetings are to begin at 2 p.m. at Town Hall, 655 Main Street, Islip 11751, unless otherwise indicated on the list above, and to continue at the pleasure of the Town Board of the Town of Islip; with certain public hearings to commence at 2 p.m. or 6 p.m. on said dates at said place; and be it

RESOLVED, that the Town Board Change of Zone Hearings for 2018 will be held in the Town Board Meeting Room on Thursdays at 6 p.m. and are hereby established as follows:

January 25, 2018
March 1, 2018
March 22, 2018
April 26, 2018

May 31, 2018
June 21, 2018
July 26, 2018
August 23, 2018
September 27, 2018
November 29, 2018
December 20, 2018

FURTHER RESOLVED, that any additional or special meeting may be called, cancelled, or adjourned as permitted by law; and be it

FURTHER RESOLVED, that the Supervisor may reschedule any of the above scheduled meetings upon proper posting, publication and notifications as required by law.

Upon a vote being taken, the result was:

No. 2

On a motion of Councilperson
seconded by Councilperson , be it

RESOLVED, that the law firm of HAWKINS, DELAFIELD & WOOD, LLP, 7 World Trade Center, 250 Greenwich Street, 41st floor, New York, New York 10007, shall serve as the Town Board Bonding Counsel during 2018.

Upon a vote being taken, the result was:

WHEREAS, it is in the interest of the people of the Town of Islip to properly enforce the local laws and ordinances of the Town of Islip, and to further enforce applicable State and Federal laws and regulations where enforcement powers thereof have properly vested in the Town of Islip; and

WHEREAS, it is further in the interest of the people of the Town of Islip to appear in and defend against any/all actions and proceedings commenced in any court, forum or venue brought against the Town of Islip, and/or any of its Boards, Bodies or Agencies in any court, forum or venue; and

WHEREAS, pursuant to Islip Town Code Chapter 50, the Office of the Town Attorney is the proper governmental entity to enforce the aforesaid laws, ordinances and regulations, and to defend said actions and proceedings;

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

RESOLVED, that the Town Attorney of the Town of Islip, and or his or her designee and/or such other counsel as he may employ within budgetary limits, is hereby authorized, pursuant to Sections 65, 135 and 268 of the Town Law of the State of New York, to commence, prosecute and/or defend any action or proceeding in law or equity, in any court, forum or venue as follows:

a) Enforce or compel compliance with the ordinances and local laws of the Town of Islip and any Regulation thereunder in any instance where there exists reasonable cause to believe a violation of said Code or Regulation has occurred or is about to occur; and

b) To enforce or compel compliance with any statute or regulation of the State of New York or the United States where enforcement power thereof has properly vested in the Town of Islip, and where there exists reasonable cause to believe a violation of said statutes or regulations has occurred or is about to occur; and

c) To enforce or compel compliance with any contractual or legal obligation which exists between the Town of Islip, or any Board, Body or Agency and any other party; and

d) To appear for, defend and settle on behalf of the Town of Islip, or any Board, Body or Agency, any claim, action, proceeding, or potential litigation, brought by or against the Town of Islip, its agents, officers and employees, and other persons indicated in Town Code Chapter 24, where said appearance is permissible by law; and

e) To carry out the stated policies, goals and objectives of the Town Board of the Town of Islip or to act in any proper court, forum or venue in furtherance of the stated policies, goals and

objectives of the Town Board of the Town of Islip, and such action may be reasonably related to the furtherance of said policies, goals and objectives; and be it further

RESOLVED, that the Town Attorney shall be appointed and recognized as the ADA Coordinator in compliance with the tenets set forth in the Americans with Disabilities Act (ADA). As such, the Town Attorney shall be empowered to address concerns and complaints raised by the public and to serve as a monitor of the Town's compliance with the ADA; and be it further

RESOLVED, that the Town Attorney, and/or his/her designee is hereby authorized to take any steps reasonably and prudently necessary to consummate a duly authorized acquisition or conveyance of real or personal property on behalf of the Town of Islip; and be it further

RESOLVED, that the Town Attorney, and/or his/her designee is hereby authorized to commence or defend any tax certiorari matter including but not limited to engaging the services of professionals in connection with same; and be it further

RESOLVED, that the Town Attorney, and/or his/her designee is hereby authorized to commence, defend and settle litigation presently pending or commenced hereinafter, or potential litigation within budgetary appropriations; and be it further

RESOLVED, that any actions or proceedings heretofore commenced by Town of Islip, and any actions to which the Town of Islip, or any Board, Body of Agency of the Town has been made a party in which the Town Attorney or his designated counsel has heretofore appeared are

hereby ratified and authorized; and be it further

RESOLVED, that the Town Attorney and/or his/her designee is hereby authorized to enter into any contracts and/or to continue to act pursuant to presently executed contracts in connection with legal research or law related material service providers, including, but not limited to, Thomson West, Westlaw, General Code and Lexis/Nexis, all contracts are subject to budgetary requirements; and be it further

RESOLVED, that the Town Attorney and/or his/her designee is hereby authorized to enter into any contracts and/or to retain the services of court reporting service providers, title examination service providers, property appraisers, legal publishers, outside counsel firms, and/or experts, consultants or other outside professionals in any field required by pending or potential litigation or otherwise determined necessary to carry out the duties of the Town Attorney's office; and be it further

RESOLVED, that the Town Attorney is hereby authorized to execute a Memorandum of Understanding concerning potential labor agreements in anticipation of final ratification of the contracts by the Town Board.

Upon a vote being taken, the result was:

On a motion of Councilperson
seconded by Councilperson

,
be it

RESOLVED, that the Town Attorney's Office is hereby
appointed to represent the Zoning Board of Appeals of the Town of Islip
in actions and proceedings to which the Board is a party, and the Islip
Town Attorney's Office is further authorized to appear before the Board
of Appeals of the Town of Islip as an advocate on behalf of the Town of
Islip.

Upon a vote being taken, the result was:

No. 5

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

RESOLVED, that the Radio Station WBAB, WALK, WBLI, WGSM,
WBZO, WJVC, WNYG, WRCN and WBON be and are hereby designated as the
Official Radio Stations of the Town of Islip for 2018.

Upon a vote being taken, the result was:

On motion of Councilperson ,
seconded by Councilperson , be it

RESOLVED, that the BABYLON BEACON, NEWSDAY, RONKONKOMA
REVIEW, and SUFFOLK COUNTY NEWS are hereby designated as the Town of
Islip Official Newspapers for 2018; and be it further

RESOLVED, that the Town is authorized to place
advertisements in any and all of the other newspapers published and/or
circulated in the Town of Islip where necessary or advisable.

Upon a vote being taken, the result was:

No. 7

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

RESOLVED, that the Town Clerk, is hereby appointed
Commissioner of Licenses, pursuant to law; and be it further

RESOLVED, that the Town Clerk is hereby authorized to issue
licenses pursuant to law.

Upon a vote being taken, the result was:

No. 8

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

RESOLVED, that the rental of any equipment which exceeds the rate of \$500 per week by any department shall not continue for a period in excess of seven (7) days in any calendar year without the prior approval of the Supervisor.

Upon a vote being taken, the result was:

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

RESOLVED, that the firm of CAPITAL MARKETS ADVISORS, LLC.,
TWO ROOSEVELT AVENUE, SYOSSET, NY 11791, be retained for the calendar
year 2018 as financial consultants regarding fiscal/bond issues of the
Town of Islip, unless amended by further resolution of the Town Board.

Upon a vote being taken, the result was:

No. 10

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

RESOLVED, that overtime services for Town employees be and are hereby approved when deemed necessary by their respective Department Heads and with the approval of the Supervisor, effective January 1, 2018, payable in accordance with the rules and regulations governing overtime currently in force and as hereafter may be amended, subject to the approval of the Town Board.

Upon a vote being taken, the result was:

No. 11

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

RESOLVED, that the SUPERVISOR be and is hereby authorized,
empowered and directed to notify the New York State Employees Retirement
System and the Suffolk County Civil Service Department that during 2018
JOSEPH LUDWIG may sign all payrolls as Comptroller.

Upon a vote being taken, the result was:

No. 12

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

RESOLVED, that during the year 2018, the Supervisor, in consultation and agreement with the appropriate commissioner or department head, is hereby authorized to direct the Comptroller and/or the Deputy Comptroller to deduct from the time and pay of any person entitled to pay from the Town of Islip in any payroll period, such time in excess of allowable sick day or days, personal leave day or days, or other appropriate hours or days as the absence of such persons shall warrant.

Upon a vote being taken, the result was:

On a motion of Councilperson
seconded by Councilperson

, be it

RESOLVED, that the comptroller be and hereby is authorized to obtain, within budgetary limits, an appraisal or update thereof of a Town property be it real or personal; and be it further

RESOLVED, that the Comptroller be and hereby is authorized to obtain, within budgetary limits, actuarial services.

UPON a vote being taken, the result was:

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

RESOLVED, that the Supervisor be and is hereby authorized, empowered and directed to compensate Islip Town Officers and employees weekly effective January 1, 2018, for the ensuing fiscal year of 2018 at rates not to exceed budget limitations. Adopted budget rates subject to approval and certification of the Suffolk County Civil Service Department. Salary is to be paid in accordance with current payroll procedures.

Upon a vote being taken, the result was:

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

RESOLVED, that during 2018 the duties of the Supervisors' Account Section (receipts, disbursements, banking, short and long term borrowing, investments, and budgetary matters) be and they are hereby now the duties of the Comptroller, who shall be responsible to the Supervisor as the Chief Fiscal Officer.

Upon a vote being taken, the result was:

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

RESOLVED, that during 2018, the Comptroller, JOSEPH LUDWIG, be and is hereby authorized to represent the Town of Islip, Brentwood Water District, and Fair Harbor Water District, which are within the Town of Islip; the Comptroller also is hereby authorized to negotiate any matters on behalf of the Districts with any and all entities on behalf of said Districts and enter into any agreements to modify existing agreements with said entities, subject to the approval of the Town Attorney as to form; and hereby directed to comply with the regulations of the Director of the State Social Service Agency designed to extend old age and survivors insurance coverage to positions of officers and employees pursuant to applicable provision of the Federal Social Act of the Retirement and Social Security Law; and be it further

RESOLVED, that the Comptroller may, on behalf of the Brentwood Water District, timely amend rates to that of the Suffolk County Water Authority rates in effect at that time and discounted in accordance with the inter-municipal agreement between the Town of Islip's Brentwood Water District and Suffolk County Water Authority dated January 27, 2000 and any subsequent amendments to said agreement.

Upon a vote being taken, the result was:

No. 17

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

RESOLVED, that Supervisor of the Town of Islip, as Chief
Fiscal Officer of said Town of Islip and JOSEPH LUDWIG, as Town
Comptroller, be and are hereby authorized to invest idle funds of the
Town of Islip for the year 2018 pursuant to Section 11 of the General
Municipal Law.

Upon a vote being taken, the result was:

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

RESOLVED, during the 2018 year, the following individuals are authorized to access the payroll production system: ANGIE M. CARPENTER, Supervisor; JOSEPH LUDWIG, Comptroller; STEVEN KOSIN, Director of Information Management; PETE CAREY, Network & Systems Coordinator; CHERYL KILEY, Senior Program Analyst; MARK CHASANOFF, Computer Programmer; MERRICK FENKOHL, Network and Systems Specialist; THOMAS BUTTACAVOLI, Programmer Analyst and JUSTIN SCALICE, Computer Programmer; and be it further

RESOLVED, that no other officer or employee in the Town is permitted to use such digital cards, other than those designated without further resolutions of the Town Board.

Upon a vote being taken the result was:

No. 19

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

RESOLVED, that the present bonding practices and the present amount of said bonds for elected officials, appointed officials, and employees of the Town of Islip, be and the same are hereby continued.

Upon a vote being taken, the result was:

On a motion of Councilperson
seconded by Councilperson

be it,

RESOLVED, that the following Primary Government Securities Dealers reporting to the Government Securities Dealers Statistics Unit of the Federal Reserve Bank of New York are hereby designated and approved by the Town Board for the Town of Islip investment purposes:

J.P. MORGAN SECURITIES, INC.	270 Park Avenue 6 th Floor New York NY 10017
MERRILL LYNCH GOVERNMENT SECURITIES, INC.	100 Jericho Quadrangle Jericho NY 11753
CITIGROUP GLOBAL MARKET INC.	Reckson Executive Park 58 South Service Road Suite 400 Melville NY 11747
MORGAN STANLEY	290 Broadhollow Road Suite 400 Melville NY 11747

RESOLVED, that the following banks or trust companies operating within the Town of Islip be and they are hereby designated as depositories of Town of Islip funds for 2018 and that the Supervisor may designate branches of these banks or trust companies where Town of Islip funds are to be deposited:

Bank of America	345 Main Street E. Islip, NY 11730
JP Morgan Chase	556 Main Street Islip, NY 11751
Capital One	290 Main Street Islip NY 11751
Peoples United Bank	400 Union Boulevard West Islip, NY 11795

Citibank, N.A.

77 East Main Street
Bay Shore, NY 11706

Empire National Bank

1707 Veterans Highway
Islandia NY 11749

Bank United

445 Broad Hollow Road
Melville NY 11747

First National Bank of Long Island

10 Glen Head Road
Glen Head NY 11545

Gold Coast Bank

2929 Expressway Drive North
Islandia NY 11749

Sterling National Bank

290 Broadhollow Road
Suite 402E
Melville NY 11747

and be it further

RESOLVED, that the Supervisor is authorized to enter into agreements with the above banks and trust companies, and to amend such agreements from time to time, which agreements provide for the ordinary and necessary banking service incident to acting as a depository; and be it further

RESOLVED, that the Supervisor is authorized to enter into agreements with the banks and trust companies designated by the above mentioned financial institutions to serve as a custodial bank holding collateral to secure deposits of Town of Islip funds held by these institutions; and be it further

RESOLVED, that the preceding three paragraphs be made part and parcel of Section VII Designation of Depositories in the Investment Policy for the Town of Islip.

Upon a vote being taken, the result was:

WHEREAS, the Town of Islip enters into numerous professional services agreements, public works and purchase contracts; and

WHEREAS, during the course of performance of some of those contracts it is necessary to execute amendments, modifications and change orders within the scope of construction/services and when time is of the essence.

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

RESOLVED, that the Supervisor be and hereby is authorized to execute amendments, change orders and/or modifications to professional services agreements, public works contracts and purchase contracts that in total do not exceed 10% of the total contract price.

Upon a vote being taken, the result was:

WHEREAS, General Municipal Law §104-b mandates that local government develop procurement policies and procedures for the procurement of goods and services not required to be made pursuant to the competitive bidding requirements of General Municipal Law §103 and said policies and procedures are to be reviewed annually by the Town Board; and

WHEREAS, such policies and procedures are intended to insure that prudent and economical use is made of public monies in the best interest of the taxpayers of the Town, to facilitate the acquisition of goods and public work of maximum quality at the lowest possible cost under the circumstances; and

WHEREAS, such formal policies and procedures governing the procurement of goods and public work also assist in guarding against favoritism, improvidence, extravagance, fraud and corruption; and

WHEREAS, the Division of Purchasing has always abided by similar procurement standards pursuant to its own internal policies;

NOW, THEREFORE on motion of Councilperson

seconded by Councilperson _____, be it

RESOLVED, that the following procurement procedures are adopted for purposes of governing the purchasing of goods:

\$1.00 - \$999.99	Direct Purchase by Department
\$1,000.00 - \$19,999.99	Documented written quotes from at least three (3) separate vendors (if available)
\$20,000.00 - and up	Advertised, formal, sealed bids in conformance with all requirements of General Municipal Law Section 103 for contracts, letting and blanket orders

and; be it further

RESOLVED, that the following procurement procedures are adopted for the purposes of governing the purchase of public works:

\$1.00 - \$999.99	Purchase at the discretion of a duly authorized representative of the Department or Division of Purchasing
\$1,000.00 - \$34,999.99	Documented written quotes from at least three (3) vendors (if available) and written prevailing wage certification as required under Articles 8 and 9 of the Labor Law
\$35,000.00 - and up	Advertised, formal, sealed bids in conformance with all requirements of General Municipal Law, Section 103 for contracts, lettings, and blanket orders

and; be it further

RESOLVED, that the following procedures shall apply to both the procurement of goods and public works:

1) purchases shall be awarded to the lowest responsible and responsive vendor however, whenever other than the lowest quote receives the award there must be written documentation explaining why the lowest bid was rejected and or justification for the award made and approved by Purchasing;

2) documented explanation must be provided whenever the required number of quotes cannot be accommodated; and

3) the Town Board of the Town of Islip shall review these policies and procedures annually and; be it further

RESOLVED, that the following circumstances may warrant exceptions to the procedures set forth herein:

1) in the case of a public emergency whereby circumstances affecting public buildings, public property or the life, health, safety or property of the inhabitants of the Town of Islip require immediate action, contracts for public works or the purchase of goods may be authorized by the appropriate commissioner or department head in consultation with the Supervisor and Town Attorney or their duly authorized representative and; be it further

RESOLVED, that any and all procedures not specifically covered in these policies shall be adhered to as covered in General Municipal Law, Section 104-b and; be it further

RESOLVED, that contracts involving professional services or specialized skills or expertise are not subject to the provisions of this resolution; and the Town Board hereby finds that it is not in the best interest of the Town of Islip to base the award of such contracts on strictly monetary criteria.

Upon a vote being taken, the result was:

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 Aviation Safety and Capacity Expansion Act of 1990, empowered the Federal Aviation Administration to authorize operators of commercial service airports such as Long Island MacArthur Airport to impose a Passenger Facility Charge (PFC) on certain emplaned passengers at those airports, and to use the revenues collected for capital projects that would promote the safety, security, capacity and noise mitigation goals of the airport operators; and

WHEREAS, this authorization was granted to the Town of Islip by the Federal Aviation Administration on September 23, 1994; and

WHEREAS, Federal Aviation Regulations require that the PFC program be continually monitored and administered to comply with the requirements of that Regulation; and

WHEREAS, the proper administration of the Airport requires that the Town engage consultants and vendors to, among other things, provide security at the passenger terminal, provide appraisals for areas within the Airport, provide plans for infrastructure redevelopment, conduct environmental review and remediation, analyze the rental car concession program, and maintain equipment throughout the Airport, including, but not limited to, mechanical systems, vehicles, and security devices; and

WHEREAS, issues occasionally arise relating to the life, health and/or safety matters at the Airport and Aerodrome that require immediate action by the Town, which necessary action would be delayed by seeking separate Town Board approval; and

WHEREAS, pursuant to Chapter 3A of the Town Code, the Commissioner of the Department of Aviation and Transportation is responsible to administer, supervise, manage, implement, initiate and direct all matters related to the operation, development and use of Long Island MacArthur Airport ("Airport") and the Bayport Aerodrome ("Aerodrome") and to develop and coordinate all matters pertaining to the Airport and Aerodrome; and

WHEREAS, the growth in commercial and passenger airline traffic has attracted business entities that are engaged in the Film/Entertainment Industry interested in utilizing facilities at both the Airport and Aerodrome to produce motion pictures; and

WHEREAS, the Town of Islip is interested in allowing those Film Industry businesses the use of the facilities at both the Airport and Aerodrome in consideration for Use Fees to be paid to the Town in an amount negotiated by the Commissioner of the Department of Aviation and Transportation; and

WHEREAS, there are occasional requests for short term displays within the Airport terminal not covered by the Airport' s advertising concession agreement; and

WHEREAS, the Airport controls certain areas of the Airport and Aerodrome that provide for aircraft tie-downs that are leased directly to aircraft owners or operators; and

WHEREAS, the proper administration of the Airport and the Aerodrome includes ensuring the safety of the public and the maximization of revenues and often necessitates avoiding delays in engaging contractors, vendors and consultants; and

WHEREAS, the Airport can ensure the safety of the public and the maximization of revenues, as well as avoid delays in engaging contractors, vendors and consultants, if the Commissioner of the Airport is given authority to enter into certain agreements on behalf of the Town.

NOW, THEREFORE, on a motion of
Seconded by,

be it.

RESOLVED, that the Commissioner of the Department of Aviation and Transportation is hereby empowered and authorized to execute on behalf of the Town of Islip any agreement that requires immediate action to protect the life, health and/or safety of the users, visitors or employees at the Airport or Aerodrome; and be it

FURTHER RESOLVED, that the Commissioner of the Department of Aviation and Transportation, is hereby empowered and authorized to execute on behalf of the Town of Islip any agreement for individual consulting and/or vendor maintenance agreements of a term of one year or less, and which costs do not exceed \$10,000, provided that the Supervisor, or his/her authorized representative, provides written consent thereto, and which agreement shall be subject to the approval of the Town Attorney; and be it

FURTHER RESOLVED, that the Commissioner of the Department of Aviation and Transportation, is hereby empowered and authorized to execute on behalf of the Town of Islip any agreements maximizing revenues, including but not limited to agreements with Film Industry businesses, for a term of one year or less, and which amounts do not exceed \$75,000, provided that the Supervisor, or his/her authorized representative, provides written consent thereto, and which agreement shall be subject to the approval of the Town Attorney. For all agreements maximizing revenues in excess of \$75,000, the Supervisor, or his/her authorized representative is empowered and authorized to execute same, and which agreement shall be subject to the approval of the Town Attorney.

Upon a vote being taken, the result was:

WHEREAS, Chapter 36A of the Islip Town Code designates the Commissioner of Parks, Recreation and Cultural Affairs as the "principal executive officer and administrative head of such department," and

WHEREAS, the Commissioner of Parks, Recreation and Cultural Affairs is also "empowered to perform such other duties and functions that are prescribed to be performed by him in any law, ordinance or resolution of the Town Board or lawful directive of the Supervisor," and

WHEREAS, the functions of the Department of Parks, Recreation and Cultural Affairs includes, but are not limited to, the securing of vendors, performers and instructors for the various programs provided by the Department ; and

WHEREAS, the efficiency and effectiveness of the Department of Parks, Recreation and Cultural Affairs is maximized with the autonomy to sign certain contracts for vendors, performers and/or instructors; and

WHEREAS, the Town Board is desirous of empowering the Commissioner of Parks, Recreation and Cultural Affairs to sign certain identified contracts.

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

RESOLVED, that the Supervisor does hereby authorize the Commissioner of Parks, Recreation and Cultural Affairs to sign any agreement or amendment thereto securing the services of vendors, performers and instructors for the Department of Parks, Recreation and Cultural Affairs not in excess of \$3,000.00, subject to the written notification to the Supervisor within 10 days of execution, the form of such agreement shall be subject to the approval of the Town Attorney; and be it further

RESOLVED, that any individual contract in excess of \$3,000.00 shall go before Town Board for approval.

Upon a vote being taken the result was:

WHEREAS, the Town of Islip from time to time is the recipient of monetary donations and/or donations of goods or volunteered services for programs; and

WHEREAS, the Town Board of the Town of Islip has accepted these donations at no cost to the Town; and

WHEREAS, the Town Board hereby allows Commissioners and Department Heads, or their designees, to accept monetary donations and donations of goods and/or volunteer services for programs in an amount not to exceed \$1,000.00

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

RESOLVED, that the Town Board hereby grants permission for Commissioners and Departments Heads, or their designees, to accept monetary donations to the Town of Islip and donations of goods and/or volunteer services for programs held by the Department which do not exceed a value of \$1,000.00. Written notification of all accepted donations shall be given to the Supervisor within 10 days of acceptance.

Upon a vote being taken, the result was:

WHEREAS, the Town of Islip Receiver of Taxes requires courier services to deposit tax monies received into bank accounts at various banks; and

WHEREAS, each of the various banks have a standing agreement to pay for said courier services in accordance with New York State General Municipal Law Section 10 (4) (e); and

WHEREAS, the Town is desirous of continuing having Rapid Armored Corp., 254 Scholes Street, Brooklyn, New York, 11206, act as courier for the Town of Islip Receiver of Taxes for the 2018 calendar year.

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

RESOLVED, that the Supervisor is hereby authorized to execute a contract with Rapid Armored Corp., 254 Scholes Street, Brooklyn, New York, 11206 in a form authorized by the Town Attorney, to provide courier services to the Town of Islip Receiver of Taxes for the 2018 calendar year so long as the fees are paid for the various banks that the tax monies are deposited into.

Upon a vote being taken, the result was:

WHEREAS, the Town of Islip is subject to New York State Public Officers Law (hereinafter "NYSPOL") Article 6 entitled "Freedom of Information Law" ; and

WHEREAS, the Town of Islip Administrative Procedures Manual contains the policies and regulations regarding the Freedom of Information Law Procedure in the Town of Islip, as required by NYSPOL Article 6; and

WHEREAS, presently the Freedom of Information Law application form is part of the Administrative Procedures Manual as well; and

WHEREAS, minor changes to the Freedom of Information Law application form are occasionally necessary that are ministerial and do not require further Town Board approval; and

WHEREAS, it is desirous to allow the minor necessary changes to be made to the Freedom of Information Law application form, subject to the approval of the Town Attorney.

NOW, THEREFORE, on a motion of
Seconded by, be it.

RESOLVED, that minor necessary changes may be made to the Freedom of Information Law application form, subject to the approval of the Town Attorney.

Upon a vote being taken, the result was:

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, providing a marriage officer easily accessible to all Town residents has proven to be a benefit and convenience to many residents.

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

RESOLVED, that Angie M. Carpenter, Trish Bergin Weichbrodt, Olga H. Murray, Karen Santana, Rosa Torres, Joseph Mandanici, Patricia Curci, and Lisette Barrios-Reyes all being duly qualified, are hereby appointed as Marriage Officers effective January 3, 2018 through January 3, 2019, for the Town of Islip, and be it further

RESOLVED, that no fee shall be charged for the performance of marriages by the marriage officers and the compensation for the same shall be included in the salary for the respective officer and is in lieu of any fees provided in the Domestic Relations Law.

Upon a vote being taken, the result was: