

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

**No. 1**

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

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

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**Meeting of the Town of Islip Industrial Development Agency.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA.

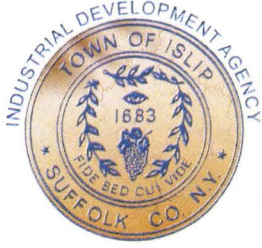
SHOULD YOU HAVE ANY QUESTIONS, OR IF YOU REQUIRE ADDITIONAL  
INFORMATION RELATIVE TO THE ATTACHED, PLEASE CONTACT:

**John Walser**

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

enclosure:

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



MEETING OF THE TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY

January 11, 2022

Agenda

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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 14, 2021**.
3. To consider the adoption of a Resolution approving the 2022 IDA Meeting Schedule of the Town of Islip Industrial Development Agency.
4. To consider the adoption of a Resolution Appointing Officers to the Town of Islip Industrial Development Agency as follows; *John C. Cochrane Jr., Secretary of the Agency, James P. O'Connor, Treasurer of the Agency, John G. Walser, Assistant Secretary of the Agency, John G. Walser, Compliance Officer of the Agency.*
5. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development Agency to adopt an **Audit Committee** in compliance with the Public Authority Accountability Act ("PAAA") and to appoint *John C. Cochrane Jr., Mary Kate Mullen and Anne Danziger* to that committee.
6. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development Agency to adopt a **Finance Committee** in compliance with the Public Authority Accountability Act ("PAAA") and to appoint *John C. Cochrane Jr, James O'Connor and Robert Kordic* to that committee.
7. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development Agency 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 Taryn Jewell* to that committee.
8. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development agency to adopt a **Code of Ethics Policy** in compliance with the Public Authority Accountability Act ("PAAA") and to appoint the Board of Ethics of the Town of Islip as its Ethics Officer.
9. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development Agency to adopt an **Investment Policy** in compliance with the Public Authority Accountability Act ("PAAA") which shall apply to all operating funds, bond proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the financial statements of the Agency.
10. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development Agency to adopt a **Procurement Policy** in compliance with the Public Authority Accountability Act ("PAAA") which will apply to the procurement for goods and services not subject to the competitive bidding requirements set forth in General Municipal Law Section 103 and which goods and services are paid for and used by the Agency.

11. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development Agency adopting a **Conflict of Interest Policy** in compliance with the Public Accountability Act ("PAAA") and amending the by-laws of the Agency.
12. To consider a Resolution on behalf of the Town of Islip Industrial Development Agency to adopt the **Travel Authorization and Mileage Reimbursement** guidelines as stated in the Town of Islip Administrative Procedures Manual, Section 303, as recommended by the New York State Authorities Budget Office.
13. To consider a Resolution on behalf of the Town of Islip Industrial Development Agency to adopt a **Property Disposition Policy**.
14. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development Agency to enter into a contract with **Mike Siniski**. To provide computer programming services for the maintenance of an updated and improved IDA Assessment Roll and PILOT billing system including training Town of Islip staff at a rate of \$65.00 per hour, not to exceed \$5,000.
15. To consider the adoption of an Authorizing Resolution between the Town of Islip Industrial Development Agency and **Gracewood Estates, LLC**. Located at Spur Drive South, Islip. (0500-24900-0200-038009, 0038001, 0500-27100-0300-018.11 p/o 18.10).
16. To consider the adoption of an Authorizing Resolution for **Lincoln Realty Development, LLC**. Located at 0 Lincoln Avenue, Holbrook. (0500-15100-0100-007000).
17. To consider the adoption of a resolution of the Town of Islip Industrial Development Agency consenting to an assignment of a facility by 1765 Express Drive North, LLC., to **Rubicon Industries**. (0500-03800-0100-001000).
18. To consider the adoption of a resolution of the Town of Islip Industrial Development Agency consenting to the leasing a facility by 75 Sunrise Highway, LLC to **Petvet Care Centers (New York), LLC**.
19. To consider the adoption of a resolution of the Town of Islip Industrial Development Agency granting a PILOT extension for **Briad Lodging Group Central Islip, LLC. 2012 Facility**.
20. To consider the adoption of a resolution of the Town of Islip Industrial Development Agency granting a PILOT extension for **Briad Lodging Group CI 2, LLC. 2015 Facility**.
21. To consider the adoption of a resolution of the Town of Islip Industrial Development Agency to authorize a refinancing of **171 Remington/SUNation Solar Systems, Inc. 2015 Facility**. Located at 171 Remington Blvd, Ronkonkoma. (0500-12600-0100-070021).
22. To consider the adoption of a resolution between the Town of Islip Industrial Development Agency and to allow consent to the subleasing of a portion of the Three G's Candlewood LLC/**Nationwide Sales and Service Inc. 2021 Facility** to Prime Commerce, LLC., and approving the execution and delivery of related documents.
23. To consider **any other business** to come before the Agency.





MEETING OF THE TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY  
January 11, 2022  
Agenda

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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 14, 2021**.
3. To consider the adoption of a Resolution approving the **2022 IDA Meeting Schedule** of the Town of Islip Industrial Development Agency.
4. To consider the adoption of a Resolution **Appointing Officers** to the Town of Islip Industrial Development Agency as follows; *John C. Cochrane Jr., Secretary of the Agency, James P. O'Connor, Treasurer of the Agency, John G. Walser, Assistant Secretary of the Agency, John G. Walser, Compliance Officer of the Agency.*
5. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development Agency to adopt an **Audit Committee** in compliance with the Public Authority Accountability Act ("PAAA") and to appoint *John C. Cochrane Jr., Mary Kate Mullen and Anne Danziger* to that committee.
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8. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development agency to adopt a **Code of Ethics Policy** in compliance with the Public Authority Accountability Act ("PAAA") and to appoint the Board of Ethics of the Town of Islip as its Ethics Officer.
9. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development Agency to adopt an **Investment Policy** in compliance with the Public Authority Accountability Act ("PAAA") which shall apply to all operating funds, bond proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the financial statements of the Agency.
10. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development Agency to adopt a **Procurement Policy** in compliance with the Public Authority Accountability Act ("PAAA") which will apply to the procurement for goods and services not subject to the competitive bidding requirements set forth in General Municipal Law Section 103 and which goods and services are paid for and used by the Agency.



11. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development Agency adopting a **Conflict of Interest Policy** in compliance with the Public Accountability Act ("PAAA") and amending the by-laws of the Agency.
12. To consider a Resolution on behalf of the Town of Islip Industrial Development Agency to adopt the **Travel Authorization and Mileage Reimbursement** guidelines as stated in the Town of Islip Administrative Procedures Manual, Section 303, as recommended by the New York State Authorities Budget Office.
13. To consider a Resolution on behalf of the Town of Islip Industrial Development Agency to adopt a **Property Disposition Policy**.
14. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development Agency to enter into a contract with *Mike Siniski*. To provide computer programming services for the maintenance of an updated and improved IDA Assessment Roll and PILOT billing system including training Town of Islip staff at a rate of \$65.00 per hour, not to exceed \$5,000.
15. To consider the adoption of an Authorizing Resolution between the Town of Islip Industrial Development Agency and **Gracewood Estates, LLC**. Located at Spur Drive South, Islip. (0500-24900-0200-038009, 0038001, 0500-27100-0300-018.11 p/o 18.10).
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17. To consider the adoption of a resolution of the Town of Islip Industrial Development Agency consenting to an assignment of a facility by 1765 Express Drive North, LLC., to **Rubicon Industries**. (0500-03800-0100-001000).
18. To consider the adoption of a resolution of the Town of Islip Industrial Development Agency consenting to the leasing a facility by 75 Sunrise Highway, LLC to **Petvet Care Centers (New York), LLC**.
19. To consider the adoption of a resolution of the Town of Islip Industrial Development Agency granting a PILOT extension for **Briad Lodging Group CI 2, LLC. 2015 Facilities**.
20. To consider the adoption of a resolution of the Town of Islip Industrial Development Agency to authorize a refinancing of **171 Remington/SUNation Solar Systems, Inc. 2015 Facility**. Located at 171 Remington Blvd, Ronkonkoma. (0500-12600-0100-070021).
21. To consider the adoption of a resolution between the Town of Islip Industrial Development Agency and to allow consent to the subleasing of a portion of the Three G's Candlewood LLC/**Nationwide Sales and Service Inc. 2021 Facility** to Prime Commerce, LLC., and approving the execution and delivery of related documents.
22. To consider **any other business** to come before the Agency.



MEETING OF THE TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY

Date: Dec. 14, 2021

Meeting Minutes

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1. Call the meeting of the Town of Islip Industrial Development Agency to order on a motion by Councilwoman Trish Bergin and seconded by Councilman James O'Connor, said motion was approved 5-0

Members Angie M. Carpenter, Councilwoman Trish Bergin Weichbrodt, Councilman John C. Cochrane Jr., Councilwoman Mary Kate Mullen and Councilman James P. O'Connor were present and the Chairwoman acknowledge 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 Nov. 16, 2021. On a motion by Councilwoman Mary Kate Mullen and seconded by Councilman James O'Connor, said motion was approved 5-0
3. To consider the adoption of an Inducement Resolution between the Town of Islip Industrial Development Agency and **Lincoln Realty Development, LLC**. Located at 0 Lincoln Avenue, Holbrook. (0500-15100-0100-007000). On a motion by Councilman John Cochrane and seconded by Councilwoman Trish Bergin, said motion was approved 5-0
4. To consider the adoption of an Inducement Resolution between the Town of Islip Industrial Development Agency and **Gracewood Estates, LLC**. Located at Spur Drive South, Islip. (0500-24900-0200-038.4, 038.9, 038.1)(0500-27100-0300-018.11, & p/o 18.10). On a motion by Councilwoman Mary Kate Mullen and seconded by Councilman James O'Connor, said motion was approved 5-0
5. To consider the adoption of an Authorizing Resolution between the Town of Islip and **East West Industries**. Located at 2002 Orville Drive North, Ronkonkoma. (0500-10600-0100-007005). On a motion by Councilwoman Mary Kate Mullen and seconded by Councilman John Cochrane, said motion was approved 5-0
6. To consider the adoption of an Authorizing Resolution between the Town of Islip and **Design for Vision/DFV Realty, LLC**. Located at 10 Orville Drive, Bohemia. (0500-17200-0100-051.15, 17200-0100-051.16, & easement on p/o lot 51.17). On a motion by Councilman James O'Connor and seconded by Councilwoman Mary Kate Mullen, said motion was approved 5-0
7. To consider the adoption of a Resolution to authorize an annual Agreement between the Town of Islip Industrial Development **MRB Group**. Located at 18 Division Street, Suite

303A, Saratoga Springs, NY 12866. On a motion by Councilman James O'Connor and seconded by Councilwoman Trish Bergin, said motion was approved 5-0

8. To consider the adoption of a Resolution between the Town of Islip Industrial Development Agency and **BDG Bay Shore, LLC**, consenting to change ownership of 260 Spur Drive, Bay Shore. On a motion by Councilwoman Mary Kate Mullen and seconded by Councilman John Cochrane, said motion was approved 5-0
9. To consider **any other business** to come before the Agency there being none the meeting adjourned by a motion by Councilman James O'Connor and seconded by Councilwoman Mary Kate Mullen, said motion was approved 5-0.



**TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY  
AGENDA ITEMS FOR JANUARY 11, 2022**

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**AGENDA ITEM #3**

**TYPE OF RESOLUTION: RESOLUTION TO APPROVE  
THE 2022 MEETING SCHEDULE**

**COMPANY: N/A**

**PROJECT LOCATION: N/A**

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

**INVESTMENT: \$N/A**



**TOWN OF ISLIP**  
**INDUSTRIAL DEVELOPMENT AGENCY &**  
**ECONOMIC DEVELOPMENT CORPORATION**  
**2022 Meeting Schedule**

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

**MEETING DATES**

JANUARY 11, 2022

FEBRUARY 8, 2022 (BLACK HISTORY MONTH)

MARCH 8, 2022 (WOMEN'S HISTORY MONTH)

APRIL 5, 2022 5:30 PM (STUDENT ACHIEVEMENT AWARDS)

MAY 10, 2022

JUNE 14, 2022

JULY 12, 2022

AUGUST 9, 2022

SEPTEMBER 13, 2022 5:30 P.M. (HISPANIC HERITAGE MONTH)

OCTOBER 18, 2022 (ITALIAN HERITAGE MONTH)

NOVEMBER 10, 2022 @ 10:30 AM (BUDGET HEARING)

NOVEMBER 15, 2022

DECEMBER 13, 2022

Date: January 11, 2022

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 11<sup>th</sup> day of January 2022, the following members of the Agency were:

Present:

Absent:

Recused:

Also Present:

After the meeting had been duly called to order, the Chair announced that among the purposes of the meeting was to consider and take action on certain matters pertaining to the approval of the Town of Islip Industrial Development Agency's meeting schedule for 2022.

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  
APPROVAL OF THE MEETING SCHEDULE FOR 2022.

WHEREAS, by Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 47 of the Laws of 1974 of the State of New York, as amended (collectively, the “**Act**”), the Town of Islip Industrial Development Agency (the “**Agency**”) was created with the authority and power, among other things, to promote, develop, encourage and assist in the acquisition, construction, improvement, maintenance, equipping and furnishing of certain industrial, manufacturing, warehousing, commercial, research, and recreation facilities as authorized by the Act in order to promote and maintain the job opportunities, health, general prosperity and economic welfare of the citizens of the Town of Islip, New York and of the State of New York and to improve their standard of living; and

WHEREAS, the New York State Legislature adopted the Public Authorities Accountability Act of 2005, as amended (the “**PAAA**”), designed to ensure that New York’s public authorities operate more efficiently, more openly, and with greater accountability; and

WHEREAS, the PAAA and the Agency’s By-Laws require that the Agency adopt a calendar of scheduled meetings each year, and;

WHEREAS, in order to fully comply with the provisions of the PAAA and the Agency’s By-Laws, the Agency intends to approve the meeting schedule for 2022; and

WHEREAS, to carry out the aforesaid purposes, the Agency has the power under the Act, the PAAA and its By-Laws to do all things necessary to fulfill its obligations imposed by the Act, the PAAA and its By-Laws.

NOW, THEREFORE, BE IT RESOLVED by the Agency (a majority of the members thereof affirmatively concurring) as follows:

Section 1. The Agency hereby finds and determines:

(a) By virtue of the Act, the Agency has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act; and

(b) Approving the 2022 meeting schedule of the Agency will allow the Agency to continue to operate in compliance with the Act, the provisions of the PAAA, and the Agency’s By-Laws, and cause the Agency to operate more efficiently, openly and with greater accountability to the residents of the Town of Islip.

Section 2. In consequence of the foregoing, the Agency hereby determines to approve its calendar of scheduled meetings for 2022.

Section 3. The Agency hereby undertakes to comply with all other provisions of the PAAA applicable to the Agency as diligently as possible.

Section 4. The Agency is hereby authorized to do all things necessary or appropriate for the accomplishment of the purposes of this resolution, and all acts heretofore taken by the Agency with respect to such activities are hereby approved, ratified and confirmed.

Section 5. This resolution shall take effect immediately.

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

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

That I have compared the annexed extract of the minutes of the meeting of the Town of  
Islip Industrial Development Agency (the "Agency"), including the resolutions contained therein,  
held on the 11<sup>th</sup> day of January 2022, 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 11<sup>th</sup> day of January 2022.

By: \_\_\_\_\_  
Assistant Secretary

**TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY  
AGENDA ITEMS FOR JANUARY 11, 2022**

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**AGENDA ITEM #4**

**TYPE OF RESOLUTION: RESOLUTION APPOINTING  
OFFICERS TO THE INDUSTRIAL DEVELOPMENT  
AGENCY (A 'PAAA' REQUIREMENT)**

**COMPANY: N/A**

**PROJECT LOCATION: N/A**

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

**INVESTMENT: \$ N/A**



Date: January 11, 2022

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 11th day of January, 2022, 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, James P. O’Connor, Treasurer of the Agency, John G. Walser, Assistant Secretary of the Agency, John Walser, Compliance Officer of the Agency.*

Section 3. In consequence of the foregoing, the Agency hereby determines to designate and appoint *John G. Walser as Executive Director of the Agency.*

Section 4. The Agency hereby undertakes to comply with all other provisions of the PAAA applicable to the Agency as diligently as possible.

Section 5. The Agency is hereby authorized to do all things necessary or appropriate for the accomplishment of the purposes of this resolution, and all acts heretofore taken by the Agency with respect to such activities are hereby approved, ratified and confirmed.

Section 6. This resolution shall take effect immediately.



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

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

That I have compared the annexed extract of the minutes of the meeting of the Town of  
Islip Industrial Development Agency (the "Agency"), including the resolutions contained  
therein, held on the 11th day of January, 2022, 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 11th day of January,  
2022.

By: \_\_\_\_\_  
Assistant Secretary

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

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**AGENDA ITEM #5**

**TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION  
OF A RESOLUTION TO APPROVE AN **AUDIT  
COMMITTEE** TO THE INDUSTRIAL DEVELOPMENT  
AGENCY (A 'PAAA' REQUIREMENT)**

**COMPANY: N/A**

**PROJECT LOCATION: N/A**

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

**INVESTMENT: \$N/A**

January 11, 2022

**Whereas**, the Public Authority Accountability Act, (the Act) Section 18, requires all public authorities within the State of New York to establish an **Audit Committee**, and

**Whereas**, the Town of Islip Industrial Development Agency (the Agency) has been identified as an “Authority” subject to the Act, and

Now therefore on a motion by \_\_\_\_\_ and seconded by \_\_\_\_\_  
be it approved

**Resolved**, that the Agency has created an **Audit Committee of the Town of Islip Industrial Development Agency** in compliance with Section 18 of the Act, and appoints the following individuals to that committee:

***Chairwoman Mary Kate Mullen***

***Member John Cochrane***

***Member Anne Danziger***

Upon a vote being taken, the result was:

**TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY  
AGENDA ITEMS FOR JANUARY 11, 2022**

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**AGENDA ITEM #6**

**TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION  
OF A RESOLUTION TO APPROVE A FINANCE  
COMMITTEE (A 'PAAA' REQUIREMENT)**

**COMPANY: N/A**

**PROJECT LOCATION: N/A**

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

**INVESTMENT: \$N/A**

January 11, 2022

**Whereas**, the Public Authority Accountability Act, (the Act) Section 18, requires all public authorities within the State of New York to 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 John C. Cochrane Jr.***

***Member James P. O'Connor***

***Member, Robert Kordic***

Upon a vote being taken, the result was:

**TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY  
AGENDA ITEMS FOR JANUARY 11, 2022**

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**AGENDA ITEM #7**

**TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION  
OF A RESOLUTION TO APPROVE A GOVERNANCE  
COMMITTEE (A 'PAAA' REQUIREMENT)**

**COMPANY: N/A**

**PROJECT LOCATION: N/A**

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

**INVESTMENT: \$N/A**



January 11, 2022

**Whereas**, the Public Authority Accountability Act, (the Act) Section 18, requires all public authorities within the State of New York to 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:

***Chairman, John C. Cochrane Jr.***

***Member, Mary Kate Mullen***

***Member, Taryn Jewell***

Upon a vote being taken, the result was:

**TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY  
AGENDA ITEMS FOR JANUARY 11, 2022**

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**AGENDA ITEM #8**

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

**COMPANY:** N/A

**PROJECT LOCATION:** N/A

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

**INVESTMENT:** \$N/A

January 11, 2022

**Whereas**, the Public Authority Accountability Act, (the Act) Section 18, requires all public authorities within the State of New York to adopt a **Code of Ethics**, and

**Whereas**, the Town of Islip 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 taken, the result was:

**TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY  
AGENDA ITEMS FOR JANUARY 11, 2022**

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**AGENDA ITEM #9**

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

**COMPANY: N/A**

**PROJECT LOCATION: N/A**

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

**INVESTMENT: \$N/A**

**INVESTMENT POLICY**  
**Town of Islip Industrial Development Agency**

This Investment Policy of the Town of Islip Industrial Development Agency (the Agency) shall apply to all operating funds, bond proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the financial statements of the Agency. Each investment made pursuant to this Investment Policy must be authorized by applicable law and this written Investment Policy. This Investment Policy is intended to comply with the General Municipal Law, the Public Authorities Law, and any other applicable Federal, State and Local Laws.

**DELEGATION OF AUTHORITY**

The responsibility for conducting investment transactions involving the Agency resides with the Chief Financial Officer of the Agency under the direction and oversight of the Chairman of the Agency. Only the Chief Financial Officer and those authorized by resolution or the Agency's By-laws may invest public funds.

All contracts or agreements with outside persons investing public funds, advising on the investment of public funds, directing the deposit of funds or acting in a fiduciary capacity for the Agency, shall require the outside person to notify the Agency in writing, within thirty (30) days of receipt of all communication from its auditor of the outside person or any regulatory authority, of the existence of material weakness in the internal control structure of the outside person or regulatory orders or sanctions regarding the type of services being provided to the Agency by the outside person.

The records of investment transactions made by or on behalf of the Agency are public records and are the property of the Agency whether in the custody of the Agency or in the custody of a fiduciary or other third party.

The Chief Financial Officer of the Agency under the direction and oversight of the Chairman shall establish a written system of internal controls and investment practices. The controls shall be designed to prevent losses of public funds, to document those officers and employees of the Agency responsible for elements of the investment process and to address the capability of investment management. The controls shall provide for receipt and review of the audited financial statements and related reports on internal control structure of all outside persons performing any of the following for the Agency:

- (i) investing public funds of the Agency;
- (ii) advising on the investment of public funds of the Agency;
- (iii) directing the deposit or investment of public funds of the Agency; or
- (iv) acting in a fiduciary capacity for the Agency.

A bank, savings and loan association or credit union providing only depository services shall not be required to provide an audited financial statement and related report on its internal control structure.

## **OBJECTIVES**

The primary objectives, in order of priority, of all investment activities involving the financial assets of the Agency shall be the following:

- (i) **Safety**: Safety and preservation of principal in the overall portfolio is the foremost investment objective;
- (ii) **Liquidity**: Maintaining the necessary liquidity to match expected liabilities and expenses is the second investment objective;
- (iii) **Return**: Obtaining a reasonable return is a third investment objective.

## **OPERATIVE POLICY**

The Agency shall conduct its investment activities involving all operating funds, bond proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the financial statements of the Agency in a manner that complies with the General Municipal Law and the Public Authorities Law of New York State.

Prior to making an investment of any operating funds, bond proceeds and other funds of the Agency, other than those associated with a bank, savings and loan association or credit union involving a depository relationship only, the Agency shall obtain at least three (3) bids and award the contract to the most responsible bidder whose bid most closely meets the objectives of this Investment Policy.

The Chief Financial Officer, the Chairman and all officers and employees of the Agency involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Nothing contained within this Policy however, shall prohibit the Chief Financial Officer, the Chairman, or any other officer or member of the Board, or employee of the Agency from obtaining interests in mutual funds which may include within its investment portfolio, bonds, debentures, notes or other evidence of indebtedness of the Agency; provided however, that the Agency=s bonds, debentures, notes or other evidence of indebtedness may not make up more than ten percent (10%) of the mutual fund=s total portfolio and the Chief Financial Officer, the Chairman, other officers or Board Members, or employees may not exercise any discretion with respect to the investments made by the mutual fund company.

The Chief Financial Officer shall submit to the Board an investment report that summarizes recent market conditions and investment strategies employed since the last investment report. The report shall set out the current portfolio in terms of maturity, rates of return and other features and summarize all investment transactions that have occurred during the reporting period and compare the investment results with budgetary expectations, if any.

This Investment Policy shall be reviewed and approved annually.

Adopted by the IDA Board of Directors on January 20, 2016.



January 11, 2022

**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:

**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:

**TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY  
AGENDA ITEMS FOR JANUARY 11, 2022**

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**AGENDA ITEM #10**

**TYPE OF RESOLUTION: TO CONSIDER THE ADOPTION  
OF A RESOLUTION ON BEHALF OF THE TOWN OF ISLIP  
IDA TO APPROVE A **PROCUREMENT POLICY (A  
'PAAA' REQUIREMENT)****

**COMPANY: N/A**

**PROJECT LOCATION: N/A**

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

**INVESTMENT: \$N/A**

**PROCUREMENT POLICY**  
**Town of Islip Industrial Development Agency**

**ARTICLE I.        SCOPE AND PURPOSE**

Pursuant to Section 2824 of the Public Authorities Law, the Town of Islip Industrial Development Agency (the Agency) 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 Policy) are to assure the prudent and economical use of public monies in the best interests of the taxpayers in the Town of Islip, to facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances, and to guard against favoritism, improvidence, extravagance, fraud and corruption.

**ARTICLE II.       PROCUREMENT PROCEDURE**

1.    PROCUREMENT SUBJECT TO COMPETITIVE BIDDING. In order to determine if the procurement of goods or services is subject to competitive bidding, the Chairman or an authorized designee shall:
  - a.    Make an initial determination as to whether the expenditure will be (i) more than \$35,000 for the performance of a public works contract (services, labor or construction) or (ii) more than \$20,000 for any purchase contract (commodities, materials, supplies or equipment).
  - b.    Review the purchase request against prior year's expenditures and shall make a good faith effort to determine whether it is known or can reasonably be expected that the aggregate purchases of a similar nature will exceed the dollar amounts set forth in paragraph (a) of this Section. If so, the procurement will be subject to competitive bidding.
2.    DETERMINATION. If the procurement is not subject to competitive bidding, as determined in section (1) above, then prior to commencing any procurement of goods and services, the Chairman or an authorized designee shall prepare a written statement setting forth a determination that (a) competitive bidding is not required for such procurement, and, if applicable, (b) such procurement is not subject to the requirements of this Policy. Such written statements shall be maintained in a specially designated file at the Agency offices and shall also be filed with the purchase order or contract of the goods or services.
3.    PROCEDURES FOR THE PURCHASE OF GOODS UNDER \$20,000.
  - a.    \$0.01 - \$500 May be purchase at the discretion of the Chairman or the authorized designee.
  - b.    \$501 - \$3,000 Upon Agency approval, may be purchased from the vendor

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

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

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

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

5. QUOTES.

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

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

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

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

**ARTICLE III.        EXCEPTIONS FROM BIDDING.**

1.     EMERGENCY. An emergency exists if the delay caused by soliciting quotes would endanger the health, welfare or property of the municipality or of the citizens. With approval of the Chairman, such emergency shall not be subject to competitive bidding or the procedures stated herein. The Chairman shall obtain a verbal quote, at a minimum, which shall be documented and shall also include a description of the facts giving rise to the emergency and that it meets the criteria set forth herein. Said documentation may also include the opinions of Counsel regarding the exception from bidding.
2.     Professional Services. This category includes services which require special education and/or training, license to practice or are creative in nature. Examples include: lawyers, doctors, accountants, engineers, artists, etc. The Agency may seek Requests for Proposals for such services. In its selection, the Agency should consider cost, experience, expertise, reputation, staffing, location and suitability for the needs of the Agency. The Chairman shall prepare, in writing, the basis for the selection and the description of the professional service. Said documentation may also include the opinions of Counsel regarding the exception from bidding.
3.     SOLE SOURCES. In this situation, there is only one possible source from which to procure goods and/or services and it is shown that the item needed has unique benefits compared to other goods and/or services available in the marketplace; no other item provides substantially equivalent or similar benefits; and considering the benefits the cost is reasonable. The Agency should adopt a resolution describing the goods and/or services and waiving the bidding requirements prior to procurement and should provide evidence that, as a matter of fact, there is no competition available. Said documentation may also include the opinions of Counsel regarding the exception from bidding.
4.     TRUE LEASE. The Chairman shall obtain written quotes and shall prepare a cost benefit analysis of leasing versus purchasing. Said documentation may also include the opinions of Counsel regarding the exception from bidding.
5.     INSURANCE. The Chairman shall, at a minimum, obtain several verbal quotes, as defined herein. An analysis regarding why a particular selection was made should be prepared and documented. Said documentation may also include the opinions of Counsel regarding the exception from bidding.

**ARTICLE IV.        MISCELLANEOUS.**

1.     The Agency shall annually review this Policy.
2.     The unintentional failure to comply with the provisions of this Policy an the applicable law shall not be grounds to void action taken or give rise to a cause of action against the Agency or any director, officer, member or employee thereof.

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



January 11, 2022

**Whereas**, the Public Authority Accountability Act, (the Act) Section 18, requires all public authorities within the State of New York to adopt a **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 a attached to this resolution, in compliance with Section 18 of the Act.

Upon a vote taken, the result was:

**TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY  
AGENDA ITEMS FOR JANUARY 11, 2022**

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**AGENDA ITEM #11**

**TYPE OF RESOLUTION:** TO CONSIDER THE ADOPTION  
OF A RESOLUTION ON BEHALF OF THE TOWN OF ISLIP  
IDA TO APPROVE A **CONFLICT OF INTEREST POLICY**  
(A 'PAAA' REQUIREMENT)

**COMPANY:** N/A

**PROJECT LOCATION:** N/A

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

**INVESTMENT:** \$N/A

Date: January 11, 2022

At a meeting of the Town of Islip Industrial Development Agency held at Islip Town Hall, 655 Main Street, Islip, New York on the 11th day of January 2022, the following members of the Agency were:

Present:

Absent:

Also Present:

After the meeting had been duly called to order, the Chairman announced that among the purposes of the meeting was to consider and take action on certain matters pertaining to the adoption of a Conflict of Interest Policy of the Town of Islip Industrial Development Agency in furtherance of the provisions of the PAAA and the Act, each as amended.

The following resolution was duly moved, seconded, discussed and adopted with the following members voting:

Voting Aye

Voting Nay

RESOLUTION OF THE TOWN OF ISLIP INDUSTRIAL  
DEVELOPMENT AGENCY AUTHORIZING AND  
ADOPTING A **CONFLICT OF INTEREST POLICY**  
NECESSARY TO IMPLEMENT THE PROVISIONS OF  
THE PAAA AND THE ACT, AS AMENDED AND  
APPROVING THE FORM, SUBSTANCE AND  
EXECUTION OF RELATED DOCUMENTS

WHEREAS, by Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 47 of the Laws of 1974 of the State of New York, as the same may be amended from time to time (collectively, the “**Act**”), the Town of Islip Industrial Development Agency (the “**Agency**”) was created with the authority and power, among other things, to promote, develop, encourage and assist in the acquisition, construction, improvement, maintenance, equipping and furnishing of certain industrial, manufacturing, warehousing, commercial, research, and recreation facilities as authorized by the Act in order to promote and maintain the job opportunities, health, general prosperity and economic welfare of the citizens of the Town of Islip, New York and of the State of New York and to improve their standard of living; and

WHEREAS, the New York State Legislature adopted the Public Authorities Accountability Act of 2005 and the Public Authorities Accountability Act of 2009, each as amended from time to time (collectively, the “**PAAA**”), to ensure that New York’s public authorities operate more efficiently, more openly, and with greater accountability; and

WHEREAS, the purpose of a conflict of interest policy is to protect the Agency’s interest when it is contemplating entering into a transaction or arrangement that could benefit the private interest of a board member or employee of the Agency or could result in a possible excess benefit transaction; and

WHEREAS, in order for the Agency to be more transparent and accountable to the public, the Agency desires to develop a written conflict of interest policy to formally establish the procedures for dealing with conflict of interest situations and assure that the Agency’s interest prevails over personal interests of the Agency’s board members and employees; and

WHEREAS, a Conflict of Interest Policy would permit the Agency to continue to provide financial assistance to various business entities to acquire, locate, construct, renovate, equip and/or expand in the Town of Islip, New York (the “**Town**”), which would generate additional revenues, housing and employment within the Town; and

WHEREAS, to carry out the Agency’s purposes under the PAAA, as amended and the Act, the Agency has the power under the Act to adopt the Conflict of Interest Policy;

NOW, THEREFORE, BE IT RESOLVED by the Agency (a majority of the members thereof affirmatively concurring) as follows:

Section 1. The Agency hereby finds and determines:

(a) By virtue of the Act, the Agency has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act; and

(b) Authorizing and adopting the Conflict of Interest Policy will allow the Agency to formally establish the procedures for dealing with conflict of interest situations and assure that the Agency's interest prevails over personal interests of the Agency's board members and employees; and

(c) Authorizing and adopting the Conflict of Interest Policy will allow the Agency to continue to provide financial assistance to various business entities to acquire, locate, construct, renovate, equip and/or expand in the Town, which would generate additional revenues, housing and employment within the Town; and

(d) It is desirable and in the public interest for the Agency to adopt the Conflict of Interest Policy.

(e) The adoption of a stand-alone Conflict of Interest Policy will permit the Agency to maintain stand-alone Conflict of Interest Policy.

Section 2. In consequence of the foregoing, the Agency hereby determines to adopt the Conflict of Interest Policy, a copy of which is attached hereto as Exhibit A and made a part hereof.

Section 3. The Agency is hereby authorized to do all things necessary or appropriate for the accomplishment of the purposes of this resolution, and all acts heretofore taken by the Agency are hereby approved, ratified and confirmed.

Section 4. This resolution shall take effect immediately.

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

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

That I have compared the annexed extract of the minutes of the meeting of the Town of Islip Industrial Development Agency (the “**Agency**”), including the resolutions contained therein, held on the 11th day of January, 2022, 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 11th day of January, 2022.

By: \_\_\_\_\_  
Assistant Secretary



Exhibit A

**TOWN OF ISLIP**  
**INDUSTRIAL DEVELOPMENT AGENCY**  
**CONFLICT OF INTEREST POLICY**

**Conflicts of Interest:** A conflict of interest is a situation in which the financial, familial, or personal interests of a director or employee come into actual or perceived conflict with their duties and responsibilities with the Town of Islip Industrial Development Agency (“**Agency**”). Perceived conflicts of interest are situations where there is the appearance that a board member and/or employee can personally benefit from actions or decisions made in their official capacity, or where a board member or employee may be influenced to act in a manner that does not represent the best interests of the Agency. The perception of a conflict may occur if circumstances would suggest to a reasonable person that a board member may have a conflict. The appearance of a conflict and an actual conflict should be treated in the same manner for the purposes of this Policy.

Board members and employees must conduct themselves at all times in a manner that avoids any appearance that they can be improperly or unduly influenced, that they could be affected by the position of or relationship with any other party, or that they are acting in violation of their public trust. While it is not possible to describe or anticipate all the circumstances that might involve a conflict of interest, a conflict of interest typically arises whenever a director or employee has or will have:

- A financial or personal interest in any person, firm, corporation or association which has or will have a transaction, agreement or any other arrangement in which the Agency participates.
- The ability to use his or her position, confidential information or the assets of the Agency, to his or her personal advantage.
- Solicited or accepted a gift of any amount under circumstances in which it could reasonably be inferred that the gift was intended to influence him/her, or could reasonably be expected to influence him/her, in the performance of his/her official duties or was intended as a reward for any action on his/her part.
- Any other circumstance that may or appear to make it difficult for the board member or employee to exercise independent judgment and properly exercise his or her official duties.

**Outside Employment of Agency’s Employees:** No employee may engage in outside employment if such employment interferes with his/her ability to properly exercise his or her official duties with the Agency.

## **PROCEDURES**

**Duty to Disclose:** All material facts related to the conflicts of interest (including the nature of the interest and information about the conflicting transaction) shall be disclosed in good faith and in writing to the Governance Committee. Such written disclosure shall be made part of the official record of the proceedings of the Agency.

**Determining Whether a Conflict of Interest Exists:** The Governance Committee shall advise the individual who appears to have a conflict of interest how to proceed. The Governance Committee should seek guidance from counsel or New York State agencies, such as the Authorities Budget Office, State Inspector General or the Joint Commission on Public Ethics (“JCOPE”) when dealing with cases where they are unsure of what to do.

**Recusal and Abstention:** No board member or employee may participate in any decision or take any official action with respect to any matter requiring the exercise of discretion, including discussing the matter and voting, when he or she knows or has reason to know that the action could confer a direct or indirect financial or material benefit on himself or herself, a relative, or any organization in which he or she is deemed to have an interest. Board members and employees must recuse themselves from deliberations, votes, or internal discussion on matters relating to any organization, entity or individual where their impartiality in the deliberation or vote might be reasonably questioned, and are prohibited from attempting to influence other board members or employees in the deliberation and voting on the matter.

**Records of Conflicts of Interest:** The minutes of the Agency’s meetings during which a perceived or actual conflict of interest is disclosed or discussed shall reflect the name of the interested person, the nature of the conflict, and a description of how the conflict was resolved.

**Reporting of Violations:** Board members and employees should promptly report any violations of this policy to Executive Officer or counsel to the Agency.

Adopted January 12, 2021

**TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY  
AGENDA ITEMS FOR JANUARY 11, 2022**

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**AGENDA ITEM #12**

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

**COMPANY:** N/A

**PROJECT LOCATION:** N/A

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

**INVESTMENT:** \$N/A

January 11, 2022

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 be ; 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 11, 2022**

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**AGENDA ITEM #13**

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

**COMPANY:** N/A

**PROJECT LOCATION:** N/A

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

**INVESTMENT:** \$N/A

Date: January 11, 2022

At a meeting of the Town of Islip Industrial Development Agency (the "Agency"), held at 40 Nassau Avenue, Islip, New York on the 11th day of January, 2022, the following members of the Agency were:

Present:

Absent:

After the meeting had been duly called to order, the Chairman announced that among the purposes of the meeting was to consider and take action on certain matters pertaining to adopting a Property Disposition Policy of the Town of Islip Industrial Development Agency necessary to implement the provisions of the PAAA, as amended.

The following resolution was duly moved, seconded, discussed and adopted with the following members voting:

Voting Aye

Voting Nay

RESOLUTION OF THE TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY ADOPTING  
A PROPERTY DISPOSITION POLICY OF THE TOWN  
OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY  
NECESSARY TO IMPLEMENT THE PROVISIONS OF  
THE PAAA AND THE ACT, AS AMENDED

WHEREAS, by Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 47 of the Laws of 1974 of the State of New York, as amended from time to time (collectively, the “**Act**”), the Town of Islip Industrial Development Agency (the “**Agency**”), was created with the authority and power among other things, to assist with the acquisition of certain industrial development projects as authorized by the Act; and

WHEREAS, the New York State Legislature adopted the Public Authorities Accountability Act of 2005, as amended (the “**PAAA**”), designed to ensure that New York’s public authorities operate more efficiently, more openly, and with greater accountability; and

WHEREAS, the PAAA requires that the Agency adopt policies including a Property Disposition Policy (the “**Property Disposition Policy**”), to comply with the provisions of the PAAA; and

WHEREAS, to carry out the aforesaid purposes, the Agency has the power under the Act to do all things necessary to fulfill its obligations imposed by the PAAA.

NOW, THEREFORE, BE IT RESOLVED by the Agency (a majority of the members thereof affirmatively concurring) as follows:

Section 1. The Agency hereby finds and determines:

(a) By virtue of the Act, the Agency has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act; and

(b) Adopting the Property Disposition Policy will allow the Agency to operate in compliance with the Act and in compliance with the PAAA, and cause the Agency to operate more efficiently, openly and with greater accountability to the residents of the Town.

Section 2. In consequence of the foregoing, the Agency hereby determines to adopt (i) the Property Disposition Policy, a copy of which is attached hereto as Exhibit A and made a part hereof.

Section 3. The Agency hereby undertakes to comply with all other provisions of the PAAA applicable to the Agency as diligently as possible.

Section 4. The Agency is hereby authorized to do all things necessary or appropriate for the accomplishment of the purposes of this resolution, and all acts heretofore

taken by the Agency with respect to such activities are hereby approved, ratified and confirmed.

Section 5. This resolution shall take effect immediately.



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 11th day of January, 2022, 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 11th day of January, 2022.

By: \_\_\_\_\_  
Assistant Secretary

Assistant Secretary

## Exhibit A

### **Town of Islip Industrial Development Agency**

#### **Property Disposition Policy**

In keeping with the policy of maintaining the highest standards of conduct and ethics and to operate in the most accountable and open manner, the Town of Islip Industrial Development Agency (the "Agency") will maintain adequate inventory controls and accountability systems for all Property (as such term is defined below) under its control. Furthermore, the Agency will Dispose (as such term is defined below) of Property in compliance with any applicable Law, Rule or Regulation (as such term is defined below). Failure to follow the provisions of this Property Disposition Policy will result in disciplinary action including possible termination of employment, dismissal from one's board or agent duties and possible civil or criminal prosecution if warranted.

#### **Definitions**

Contracting Officer shall mean the Executive Director of the Agency.

Dispose, Disposed or Disposal shall mean the transfer of title or any other beneficial interest in personal or real property in accordance with Section 2897 of the New York Public Authorities Law.

Law, Rule or Regulation: Any duly enacted statute, or ordinance or any rule or regulation promulgated pursuant to any federal, state or local statute or ordinance.

Property shall mean (a) personal property in excess of five thousand dollars (\$5,000.00) in value, (b) real property, and (c) any inchoate or other interest in such property, to the extent that such interest may be conveyed to another person for any purpose, excluding an interest securing a loan or other financial obligation of another party.

#### **Operative Policy**

##### **Inventory Controls and Accountability Systems**

The Contracting Officer of the Agency shall be responsible for the Agency's compliance with this Property Disposition Policy and the supervision and control of all Property Disposed of by the Agency. In addition, the Contracting Officer shall have the responsibility to insure the Agency operates in compliance with Article 9 Title 5-A of the New York Public Authorities Law, including creating and maintaining adequate inventory controls and accountability systems for all Property under the control of the Agency and periodically inventorying such property to determine which, if any, property should be Disposed by the Agency. The Contracting Officer shall recommend to the Board any Property he or she deems suitable for Disposal.

### Disposition of Property

Unless otherwise authorized by this Policy, the Agency shall Dispose of Property for not less than fair market value ("FMV") by sale, exchange, or transfer, for cash, credit, or other property, with or without warranty, and upon such terms and conditions as the Contracting Officer deems proper. Provided, however, that no disposition of real property, any interest in real property, or any other Property which because of its unique nature is not subject to fair market pricing shall be made unless an appraisal of the value of such Property has been made by an independent appraiser and included in the record of the transaction.

Unless otherwise authorized by this Policy, prior to disposing of Property or entering into a contract for the Disposal of Property, the Agency shall publicly advertise for bids for such Disposal or contract for Disposal. The advertisement for bids shall be made at such a time prior to the Disposal or contract for Disposal, through such methods, and on such terms and conditions as shall permit full and free competition consistent with the value and nature of the Property. Such advertisement shall include the date, time and place the bids will be publicly disclosed by the Agency. The Agency shall award the contract with reasonable promptness to the most responsible bidder whose bid, conforming to the invitation for bids, is most advantageous to New York State (the "State"), price and other factors considered; provided, however, that Agency reserves the right to reject all such bids when it is in the public interest to do so.

The Agency may Dispose of Property or enter into contracts for the disposal of Property via negotiation or public auction without regard to the two (2) paragraphs immediately above, but subject to obtaining such competition as is feasible under the circumstances, if:

- (i) the personal property involved is of a nature and quantity which, if Disposed of under the first two (2) paragraphs of this section, would adversely affect the state or local market for such Property, and the estimated FMV of such Property and other satisfactory terms of the Disposal can be obtained by negotiation;
- (ii) the FMV of the Property does not exceed fifteen thousand dollars (\$15,000.00);
- (iii) bid prices after advertising therefore are not reasonable, either as to all or some part of the Property, or have not been independently arrived at in open competition;
- (iv) the Disposal is to the State or any political subdivision of the State, and the estimated FMV of the Property and other satisfactory terms of the Disposal are obtained by negotiation;
- (v) the Disposal is for an amount less than the estimated FMV of the Property, the terms of such Disposal are obtained by public auction or negotiation, the Disposal of the Property is intended to further the public health, safety or welfare or an economic development interest of the State or a political subdivision of the State, including but not limited to, the prevention or

remediation of a substantial threat to public health or safety, the creation or retention of a substantial number of job opportunities, or the creation or retention of a substantial source of revenues, and the purpose and terms of the Disposal are documented in writing and approved by resolution of the Board; or

- (vi) such Disposal or related action is otherwise authorized by law.

The Agency shall file an explanatory statement with the comptroller, the director of the division of budget, the commissioner of general services and the legislature not less than ninety (90) days before the Agency Disposes the Property if the Property is personal property in excess of \$15,000, or real property that has a fair market value in excess of \$100,000. When the Property is Disposed by lease (or exchange), then the Agency shall file an explanatory statement when the Property is real property leased for a term of five (5) years or less with an estimated fair annual rent exceeding one-hundred thousand (\$100,000.00) in any given year, real property leased for a term greater than five (5) years with an estimated fair annual rent exceeding one-hundred thousand (\$100,000.00) for the entire lease term; or any real property or real and related personal property Disposed of by exchange, regardless of value, or any property any part of the consideration for which is real property.

#### Reporting Requirements

##### Annual Report

The Agency shall publish, at least annually, an Annual Report (the "Annual Report") listing all Property consisting of real property of the Agency. In addition, the Annual Report shall include a list and full description of all Property consisting of real and personal property Disposed of during such period covered by the Annual Report. The Annual Report shall include the price received by the Agency for the Property, in addition to the name of the purchaser for all such Property sold by the Agency during such period covered by the Annual Report.

The Agency shall deliver copies of the Annual Report with the comptroller, the director of the division of budget, the commissioner of general services and the legislature, and to the extent practicable, post such Annual Report on its website.

##### Property Disposition Policy

The Agency shall review and approve this Property Disposition Policy annually by resolution of the Board. On or before March 31 of each year, the Agency shall file with the Comptroller a copy of its Property Disposition Policy, including the name of the Contracting Officer appointed by the Agency. Upon such filing with the comptroller, the Agency shall post its Property Disposition Policy on its website.

Adopted: January 11, 2022

**TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY  
AGENDA ITEMS FOR JANUARY 11, 2022**

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**AGENDA ITEM #14**

**TYPE OF RESOLUTION:** RESOLUTION TO APPROVE A  
PROGRAMMING SERVICE AGREEMENT WITH M.  
SINISKI

**COMPANY:** N/A

**PROJECT LOCATION:** N/A

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

**INVESTMENT:** \$N/A

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

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**INSTRUCTIONS:** All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

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

This is an annual item presented before the Board. It is to approve consulting service from William G. Mannix to the Town of Islip IDA & EDC.


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**SPECIFY WHERE APPLICABLE:**

1. Entity or individual benefitted by resolution: Mike Siniski
  2. Site or location effected by resolution: 40 Nassau Ave, Islip, NY
  3. Cost: \$65.00 per hour not to exceed \$5,000.00 annually
  4. Budget Line: YD6410.4-5000
  5. Amount and source of outside funding: \_\_\_\_\_
- 

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

- ☐ Type 1 action under 6 NYCRR, Section 617.4(b), number \_\_\_\_\_. Full EAF required.
- ☐ Type 2 action under 6 NYCRR, Section 617.5(c), number \_\_\_\_\_. SEQR review complete.
- ☐ Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
- 

  
\_\_\_\_\_  
Signature of Commissioner/Department Head Sponsor

January 11, 2022  
\_\_\_\_\_  
Date

January 11, 2022

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

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

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

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

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

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

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

Resolved, the compensation for said contract should not exceed \$5,000 per year.

Upon a vote being taken, the result was:

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

THIS AGREEMENT, entered into the 11<sup>th</sup> day of January 2022, by and between the TOWN OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY ("the AGENCY"), a duly authorized agency of the Town of Islip, established under Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 47 of the Laws of the State of New York, as amended, and having its principal place of business at 40 Nassau Ave., Islip, New York, and **Mike Siniski**, 19 Zavra St., Bohemia, NY 11716.

WHEREAS, by a resolution duly adopted on January 11, 2022 (attached hereto), the Chairwoman of the AGENCY is authorized to enter into this Agreement with **Mike Siniski**;

WHEREAS, the term of this Agreement shall be for the period of December 31, 2022 until completion;

WHEREAS, **Mike Siniski** agrees to perform the following tasks during the term of the Agreement;

- (1) Provide computer programming services for the development of an IDA assessment roll and pilot billing system;

WHEREAS, the AGENCY agrees to compensate Mike Siniski in the amount of \$65 per hour, not to exceed \$5,000.00 for the term of this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants and consideration set forth above, the parties hereto agree as set forth;

IN WITNESS WHEREOF, the AGENCY and **Mike Siniski** have executed this Agreement as of the date of the year first written.

Mike Siniski

By: \_\_\_\_\_  
Mike Siniski

TOWN OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY

By: \_\_\_\_\_  
Angie M. Carpenter  
Chairwoman



**TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY  
AGENDA ITEMS FOR JANUARY 11, 2022**

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**AGENDA ITEM #15**

**TYPE OF RESOLUTION: AUTHORIZING RESOLUTION**

**COMPANY: GRACEWOOD ESTATES, LLC.**

**PROJECT LOCATION: SPUR DRIVE SOUTH, ISLIP**

**JOBS (RETAINED/CREATED): RETAINED - 00 -  
CREATE - 02 -**

**INVESTMENT: \$ 25,000,000.00**

Date: January 11, 2021

At a meeting of the Town of Islip Industrial Development Agency (the “**Agency**”), held at 40 Nassau Avenue, Islip, New York 11751 on the 11th day of January, 2022 the following members of the Agency were:

Present

Excused Absence:

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 acquisition of an interest in a certain industrial development facility more particularly described below (Gracewood Estates LLC 2022 Facility).

The following resolution was duly moved, seconded, discussed and adopted with the following members voting:

Voting Aye

Voting Nay

Abstain

and, therefore, the resolution was declared duly adopted.

RESOLUTION OF THE TOWN OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY APPROVING THE ACQUISITION, CONSTRUCTION AND EQUIPPING OF A CERTAIN INDUSTRIAL DEVELOPMENT FACILITY AND APPROVING THE APPOINTMENT OF GREAT RIVER TWO, LLC, A NEW YORK LIMITED LIABILITY COMPANY, ON BEHALF OF ITSELF AND/OR THE PRINCIPALS OF GRACEWOOD ESTATES 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, CONSTRUCTING AND EQUIPPING AN INDUSTRIAL DEVELOPMENT FACILITY AND APPROVING THE FORM, SUBSTANCE AND EXECUTION OF RELATED DOCUMENTS.

WHEREAS, by Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 47 of the Laws of 1974 of the State of New York, as amended from time to time (collectively, the "**Act**"), the Town of Islip Industrial Development Agency (the "**Agency**") was created with the authority and power among other things, to assist with the acquisition of certain industrial development projects as authorized by the Act; and

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

WHEREAS, Gracewood Estates LLC, a New York limited liability company, on behalf of itself and/or the principals of Gracewood Estates LLC and/or an entity formed or to be formed on behalf of any of the foregoing (collectively, 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 8.0 acre parcel of land located at Spur Drive South, Islip, New York 11751 (Tax Map: 0500-249.00-02.00-038.004, 038.009 & 038.010 and 0500-271.00-03.00-18.11 & p/o 18.10) (the "**Land**"), the construction and equipping thereon of four (4) buildings totaling approximately 102,217 square feet, consisting of 96 rental apartment units and the construction thereon of a separate approximately 2,137 square foot building consisting of sales and leasing office space (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 will be leased by the Agency to the Company, and subleased by the Company for use as four (4) rental apartment buildings with a total of 96 units and one (1) sales and leasing office building (the "**Project**"); and

WHEREAS, the Agency, by resolution duly adopted on December 14, 2021 (the "**Inducement Resolution**"), decided to proceed under the provisions of the Act; and

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

WHEREAS, the Agency will sublease and lease the Equipment to the Company pursuant to a certain Equipment Lease and Project Agreement, dated as of January 1, 2022, or such other date as the Chairman or Executive Director of the Agency and counsel to the Agency shall agree (the “**Equipment Lease Agreement**”), by and between the Agency and the Company; 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 sales and use taxes in an amount not to exceed \$862,500 in connection with the purchase or lease of equipment, building materials, services or other personal property with respect to the Facility; and

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

WHEREAS, the Company has agreed to indemnify the Agency against certain losses, claims, expenses, damages and liabilities that may arise in connection with the transaction contemplated by the leasing of the Facility by the Agency to the Company.

NOW, THEREFORE, BE IT RESOLVED by the Agency (a majority of the members thereof affirmatively concurring) as follows:

Section 1. The Agency finds and determines:

(a) By virtue of the Act, the Agency has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act; and

(b) The Facility constitutes a “project”, as such term is defined in the Act; and

(c) The Facility preserves the public purposes of the Act by preserving or increasing the number of permanent private sector jobs in the Town of Islip. The Company has represented to the Agency that it intends to provide two (2) full time employees within the second year after completion of the Facility; and

(d) The acquisition, construction and equipping of the Facility, the subleasing and leasing of the Facility to the Company will promote and maintain the job opportunities, health, general prosperity and economic welfare of the citizens of the Town of Islip, and the State of New York and improve their standard of living and thereby serve the public purposes of the Act.

(e) The acquisition, construction and equipping of the Facility by the Agency is reasonably necessary to induce the Company to maintain and expand its business operations in the Town of Islip.

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

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

(h) The Equipment Lease Agreement will be an effective instrument whereby the Agency subleases and leases the Equipment to the Company, the Company agrees to comply with all Environmental Laws (as defined therein) applicable to the Facility and will describe the circumstances in which the Agency may recapture some or all of the benefits granted to the Company; and

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

Section 3. In consequence of the foregoing, the Agency hereby determines to: (i) take title to the Equipment from the Company pursuant to the Bill of Sale, (ii) sublease and lease the Equipment to the Company pursuant to the Equipment Lease Agreement, and (iii) execute, deliver and perform the Equipment Lease Agreement.

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

Section 5. The Agency hereby authorizes and approves the following economic benefits to be granted to the Company in connection with the acquisition, construction and equipping of the Facility in the form of exemptions from sales and use taxes in an amount not to exceed \$862,500, in connection with the purchase or lease of equipment, building materials, services or other personal property with respect to the Facility.

Section 6. Subject to the provisions of this resolution, the Company is herewith and hereby appointed the agent of the Agency to acquire, construct and equip the Facility. The Company is hereby empowered to delegate its status as agent of the Agency to its agents, subagents, contractors, subcontractors, materialmen, suppliers, vendors and such other parties as the Company may choose in order to acquire, construct and equip the Facility. The Agency hereby appoints the agents, subagents, contractors, subcontractors, materialmen, vendors and suppliers of the Company as agents of the Agency solely for purposes of making sales or leases of goods, services and supplies to the Facility, and any such transaction between any agent, subagent, contractor, subcontractor, materialmen, vendor

or supplier, and the Company, as agent of the Agency, shall be deemed to be on behalf of the Agency and for the benefit of the Facility. This agency appointment expressly excludes the purchase by the Company of any motor vehicles, including any cars, trucks, vans or buses which are licensed by the Department of Motor Vehicles for use on public highways or streets. The Company shall indemnify the Agency with respect to any transaction of any kind between and among the agents, subagents, contractors, subcontractors, materialmen, vendors and/or suppliers and the Company, as agent of the Agency. The aforesaid appointment of the Company as agent of the Agency to acquire, construct and equip the Facility shall expire at the earlier of (a) the completion of such activities and improvements, (b) a date which the Agency designates, or (c) the date on which the Company has received exemptions from sales and use taxes in an amount not to exceed \$862,500, in connection with the purchase or lease of equipment, building materials, services or other personal property; provided however, such appointment may be extended at the discretion of the Agency, upon the written request of the Company if such activities and improvements are not completed by such time. The aforesaid appointment of the Company is subject to the execution of the documents contemplated by this resolution.

Section 7. The Company is hereby notified that it will be required to comply with Section 875 of the Act. The Company shall be required to agree to the terms of Section 875 pursuant to the Equipment Lease Agreement. The Company is further notified that the tax exemptions and abatements provided pursuant to the Act and the appointment of the Company, as agent of the Agency pursuant to this Authorizing Resolution, are subject to termination and recapture of benefits pursuant to Sections 859-a and 875 of the Act and the recapture provisions of the Lease Agreement.

Section 8. The form and substance of the Equipment Lease Agreement to which the Agency is a party (each in substantially the forms presented to or approved by the Agency and which, prior to the execution and delivery thereof, may be redated and renamed) are hereby approved.

Section 9.

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

(b) The Chairman, Vice Chairman, Executive Director, or any member of the Agency are further hereby authorized, on behalf of the Agency, to designate any additional

Authorized Representatives of the Agency (as defined in and pursuant to the Equipment Lease Agreement).

Section 10. 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 11. 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 January 11, 2022, 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 11th day of January, 2022.

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Assistant Secretary



**TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY  
AGENDA ITEMS FOR JANUARY 11, 2022**

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**AGENDA ITEM #16**

**TYPE OF RESOLUTION: AUTHORIZING RESOLUTION**

**COMPANY: LINCOLN REALTY DEVELOPMENT, LLC**

**PROJECT LOCATION: 0 LINCOLN AVENUE,  
HOLBROOK**

**JOBS (RETAINED/CREATED): RETAINED - 00 -  
CREATE - 48 -**

**INVESTMENT: \$ 10,050,000.00**

Date: January 11, 2022

At a meeting of the Town of Islip Industrial Development Agency (the “**Agency**”), held at 40 Nassau Avenue, Islip, New York 11751 on the 11th day of January, 2022 the following members of the Agency were:

Present

Excused Absence:

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 acquisition of a leasehold and subleasehold interest in a certain industrial development facility more particularly described below (Lincoln Realty Development LLC 2022 Facility) and the leasing of the facility to Lincoln Realty Development LLC for subleasing by Lincoln Realty Development LLC to future tenants.

The following resolution was duly moved, seconded, discussed and adopted with the following members voting:

Voting Aye

Voting Nay

Abstain

and, therefore, the resolution was declared duly adopted.

RESOLUTION OF THE TOWN OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY APPROVING THE ACQUISITION, CONSTRUCTION AND EQUIPPING OF A CERTAIN INDUSTRIAL DEVELOPMENT FACILITY AND APPROVING THE APPOINTMENT OF LINCOLN REALTY DEVELOPMENT LLC, A NEW YORK LIMITED LIABILITY COMPANY, ON BEHALF OF ITSELF AND/OR THE PRINCIPALS OF LINCOLN REALTY DEVELOPMENT 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, CONSTRUCTING AND EQUIPPING AN INDUSTRIAL DEVELOPMENT FACILITY AND APPROVING THE FORM, SUBSTANCE AND EXECUTION OF RELATED DOCUMENTS.

WHEREAS, by Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 47 of the Laws of 1974 of the State of New York, as amended from time to time (collectively, the “**Act**”), the Town of Islip Industrial Development Agency (the “**Agency**”) was created with the authority and power among other things, to assist with the acquisition of certain industrial development projects as authorized by the Act; and

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

WHEREAS, Lincoln Realty Development LLC, a New York limited liability company, on behalf of itself and/or the principals of Lincoln Realty Development LLC and/or an entity formed or to be formed on behalf of any of the foregoing (collectively, 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 8.42 acre parcel of land located at 0 Lincoln Avenue, Holbrook, New York 11741 (the “**Land**”), the construction and equipping thereon of two buildings totaling approximately 121,800 square feet (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 will be leased by the Agency to the Company, and subleased by the Company to various tenants (the “**Tenants**”), for use as an industrial warehouse space (the “**Project**”); and

WHEREAS, the Agency, by resolution duly adopted on December 14, 2021 (the “**Inducement Resolution**”), decided to proceed under the provisions of the Act; and

WHEREAS, the Agency will acquire a leasehold interest in the Land and a fee interest in the Improvements pursuant to a certain Company Lease Agreement, dated as of January 1, 2022, or such other date as the Chairman or Executive Director of the Agency and

counsel to the Agency shall agree (the “**Company Lease**”), by and between the Company and the Agency; and

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

WHEREAS, the Agency will sublease and lease the Facility to the Company pursuant to a certain Lease and Project Agreement, dated as of January 1, 2022 or such other date as the Chairman or Executive Director of the Agency and counsel to the Agency shall agree (the “**Lease Agreement**”), by and between the Agency and the Company; and

WHEREAS, as security for a Loan or Loans (as such term is defined in the Lease Agreement), the Agency and the Company will execute and deliver to a lender or lenders not yet determined (collectively, the “**Lender**”), a mortgage or mortgages, and such other loan documents satisfactory to the Agency, upon advice of counsel, in both form and substance, as may be reasonably required by the Lender, to be dated a date to be determined, in connection with the financing, any refinancing or permanent financing of the costs of the acquisition, construction, and equipping of the Facility (collectively, the “**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: (i) exemptions from mortgage recording taxes for one or more mortgages securing an amount presently estimated to be \$10,050,000 but not to exceed \$13,000,000, corresponding to mortgage recording tax exemptions presently estimated to be \$75,375 but not to exceed \$97,500, in connection with the financing of the acquisition, construction and equipping of the Facility and any future financing, refinancing or permanent financing of the costs of acquiring, constructing and equipping of the Facility, (ii) exemptions from sales and use taxes in an amount not to exceed \$384,675 in connection with the purchase or lease of equipment, building materials, services or other personal property with respect to the Facility, and (iii) abatement of real property taxes (as set forth in the PILOT Schedule attached as Exhibit A hereof), all consistent with the policies of the Agency; and

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

WHEREAS, the Company has agreed to indemnify the Agency against certain losses, claims, expenses, damages and liabilities that may arise in connection with the transaction contemplated by the leasing of the Facility by the Agency to the Company.

NOW, THEREFORE, BE IT RESOLVED by the Agency (a majority of the members thereof affirmatively concurring) as follows:

Section 1. The Agency finds and determines:

(a) By virtue of the Act, the Agency has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act; and

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

(c) The Facility preserves the public purposes of the Act by preserving or increasing the number of permanent private sector jobs in the Town of Islip. The Company has represented to the Agency that it intends to provide forty-eight (48) full time employees within the second year after completion of the Facility; and

(d) The acquisition, construction and equipping of the Facility, the subleasing and leasing of the Facility to the Company will promote and maintain the job opportunities, health, general prosperity and economic welfare of the citizens of the Town of Islip, and the State of New York and improve their standard of living and thereby serve the public purposes of the Act.

(e) The acquisition, construction and equipping of the Facility by the Agency is reasonably necessary to induce the Company to maintain and expand its business operations in the Town of Islip.

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

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

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

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

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

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

Section 3. In consequence of the foregoing, the Agency hereby determines to: (i) lease the Land and the Improvements from the Company pursuant to the Company Lease, (ii) execute, deliver and perform the Company Lease, (iii) sublease and lease the Facility to the Company pursuant to the Lease Agreement, (iv) execute, deliver and perform the Lease Agreement, (v) grant a mortgage on and security interests in and to the Facility pursuant to the Loan Documents, and (vi) execute and deliver the Loan Documents to which the Agency is a party.

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

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

Section 6. The Agency hereby authorizes and approves the following economic benefits to be granted to the Company in connection with the acquisition, construction and equipping of the Facility in the form of (i) exemptions from mortgage recording taxes for one or more mortgages securing an amount presently estimated to be \$10,050,000 but not to exceed \$13,000,000, corresponding to mortgage recording tax exemptions presently estimated to be \$75,375 but not to exceed \$97,500, in connection with the financing of the acquisition, construction and equipping of the Facility and any future financing, refinancing or permanent financing of the costs of acquiring, constructing and equipping of the Facility, (ii) exemptions from sales and use taxes in an amount not to exceed \$384,675, in connection with the purchase or lease of equipment, building materials, services or other personal property with respect to the Facility, and (iii) abatement of real property taxes (as set forth in the PILOT Schedule attached as Exhibit A hereof), all consistent with the policies of the Agency.

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

streets. The Company shall indemnify the Agency with respect to any transaction of any kind between and among the agents, subagents, contractors, subcontractors, materialmen, vendors and/or suppliers and the Company, as agent of the Agency. The aforesaid appointment of the Company as agent of the Agency to acquire, construct and equip the Facility shall expire at the earlier of (a) the completion of such activities and improvements, (b) a date which the Agency designates, or (c) the date on which the Company has received exemptions from sales and use taxes in an amount not to exceed \$384,675, in connection with the purchase or lease of equipment, building materials, services or other personal property; provided however, such appointment may be extended at the discretion of the Agency, upon the written request of the Company if such activities and improvements are not completed by such time. The aforesaid appointment of the Company is subject to the execution of the documents contemplated by this resolution.

Section 8. The Company is hereby notified that it will be required to comply with Section 875 of the Act. The Company shall be required to agree to the terms of Section 875 pursuant to the Lease Agreement. The Company is further notified that the tax exemptions and abatements provided pursuant to the Act and the appointment of the Company, as agent of the Agency pursuant to this Authorizing Resolution, are subject to termination and recapture of benefits pursuant to Sections 859-a and 875 of the Act and the recapture provisions of the Lease Agreement.

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

Section 10.

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

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

Section 11. 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 12. 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 January 11, 2022, 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 11th day of January, 2022.

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Assistant Secretary

## EXHIBIT A

### Proposed PILOT Benefits

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

Property Address: 0 Lincoln Avenue, Holbrook, New York

Tax Map No.: 0500-151.00-01.00-007.000

School District: Sachem School District

### Definitions

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

X = \$150,000 (current land value assessment)

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

<u>Tax Year</u>	<u>Payment Formula</u>
1	100% Normal Tax Due on X and 0% Normal Tax Due on Y
2	100% Normal Tax Due on X and 10% Normal Tax Due on Y
3	100% Normal Tax Due on X and 20% Normal Tax Due on Y
4	100% Normal Tax Due on X and 30% Normal Tax Due on Y
5	100% Normal Tax Due on X and 40% Normal Tax Due on Y
6	100% Normal Tax Due on X and 50% Normal Tax Due on Y
7	100% Normal Tax Due on X and 60% Normal Tax Due on Y
8	100% Normal Tax Due on X and 70% Normal Tax Due on Y
9	100% Normal Tax Due on X and 80% Normal Tax Due on Y
10	100% Normal Tax Due on X and 90% Normal Tax Due on Y
11 and thereafter	100% Normal Tax Due on X and 100% Normal Tax Due on Y

**TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY  
AGENDA ITEMS FOR JANUARY 11, 2022**

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**AGENDA ITEM #17**

**TYPE OF RESOLUTION: RESOLUTION CONSENTING TO  
AN ASSIGNMENT**

**COMPANY: 1765 EXPRESS DRIVE NORTH,  
LLC/RUBICON INDUSTRIES, CORP.**

**PROJECT LOCATION: 1765 EXPRESS DRIVE NORTH,  
HAUPPAUGE**

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

**INVESTMENT: \$ 7,800,000.00**

Date: January 11, 2022

At a meeting of the Town of Islip Industrial Development Agency (the “Agency”), held at 40 Nassau Avenue, Islip, New York 11751 on the 11th day of January, 2022, 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 the assignment and assumption of the Agency’s 1765 Express Drive North LLC/Jack Pedowitz Enterprises, Inc. 2018 Facility, the execution and delivery of documents with respect thereto and the sale of the Facility to Rubicon Industries Corp.

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 APPROVING THE ASSIGNMENT AND ASSUMPTION OF A CERTAIN INDUSTRIAL DEVELOPMENT FACILITY TO RUBICON INDUSTRIES CORP., A NEW YORK BUSINESS CORPORATION OR ANOTHER ENTITY FORMED OR TO BE FORMED BY RUBICON INDUSTRIES CORP, OR THE PRINCIPALS THEREOF AS AGENT(S) OF THE AGENCY FOR THE PURPOSE OF ACQUIRING, THE FACILITY AND APPROVING THE FORM, SUBSTANCE AND EXECUTION OF RELATED DOCUMENTS.

WHEREAS, by Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 47 of the Laws of 1974 of the State of New York, as may be amended from time to time (collectively, the “**Act**”), the Town of Islip Industrial Development Agency (the “**Agency**”), was created with the authority and power, among other things, to assist with the acquisition of certain industrial development projects as authorized by the Act; and

WHEREAS, the Agency has previously provided its assistance 1765 Express Drive North LLC, a limited liability company organized and existing under the laws of the State of New York (the “**Original Company**”), in connection with the (a) the acquisition of an approximately 3.35 acre parcel of land located at 1765 Express Drive North, Hauppauge, New York 11788 (the “**Land**”), the renovation of an existing approximately 51,150 square foot building located thereon (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 was leased by the Agency to the Original Company and the Facility was subleased by the Original Company to Jack Pedowitz Enterprises, Inc. (the “**Sublessee**”); and (b) the acquisition and installation of certain equipment and personal property (the “**Equipment**”; and together with the Company Facility, the “**Facility**”), which Equipment is to be leased by the Agency to the Sublessee and which Facility is to be used by the Sublessee for trucking, machinery and rigging services, and warehouse space for short-term and long-term storage in its business of hauling, rigging, installing, dismantling, reassembling and storage and heavy machinery and equipment and the Original Company intended to sublease portions of the Facility to other tenants as may be determined (the “**Project**”); and

WHEREAS, the Original Company leased the Land and the Improvements to the Agency pursuant to the terms of a certain Company Lease Agreement, dated as of January 1, 2018 (the “**Original Company Lease**”), by and between the Original Company and the Agency; and

WHEREAS, the Original Company transferred title to the Facility Equipment to the Agency pursuant to a certain Bill of Sale, dated January 10, 2018 (the “**Bill of Sale**”); and

WHEREAS, the Agency is currently subleasing and leasing the Company Facility to the Original Company, pursuant to a Lease and Project Agreement, dated as of January 1, 2018 (the "**Original Lease Agreement**"); and

WHEREAS, the Original Company sub-subleased the Company Facility pursuant to the terms of a certain Sublease Agreement, dated January 10, 2018 (the "**Sublease Agreement**"), by and between the Original Company, as sublessor, and the Sublessee, as sublessee; and

WHEREAS, the Sublessee transferred title to the Equipment to the Agency pursuant to a certain Equipment Bill of Sale, dated January 10, 2018 (the "**Equipment Bill of Sale**"); and

WHEREAS, the Agency leased the Equipment to the Sublessee pursuant to the terms of a certain Equipment Lease Agreement, dated as of January 1, 2018 (the "**Equipment Lease Agreement**"), by and between the Agency and the Sublessee

WHEREAS, Rubicon Industries Corp., a business corporation organized under the laws of the State of New York (the "**Assignee**") has requested the Agency's consent to the assignment by the Original Company of all of its rights, title, interest and obligations under the Original Company Lease, the Original Lease Agreement and certain other agreements in connection with the Facility to, and the assumption by, the Assignee of all of such rights, title, interest and obligations of the Original Company, and the release of the Original Company from any further liability with respect to the Facility subject to certain requirements of the Agency, all pursuant to the terms of an Assignment, Assumption and Amendment Agreement, to be dated as of January 1, 2022, or such other date as may be determined by the Chairman, Executive Director and counsel to the Agency (the "**Assignment, Assumption and Amendment Agreement**"), by and among the Agency, the Original Company and the Assignee; and

WHEREAS, the Original Company Lease will be assigned by the Original Company and assumed by the Assignee, pursuant to a certain Assignment and Assumption of Company Lease Agreement, to be dated as of January 1, 2022, or such other date as may be determined by the Chairman, Executive Director and counsel to the Agency (the "**Assignment of Company Lease Agreement**"), by and between the Original Company and the Assignee and consented to by the Agency; and

WHEREAS, the Original Lease, Agreement will be assigned by the Original Company and assumed by the Assignee, pursuant to a certain Assignment and Assumption of Lease Agreement, to be dated as of January 1, 2022, or such other date as may be determined by the Chairman, Executive Director and counsel to the Agency (the "**Assignment of Lease Agreement**"), by and between the Original Company and the Assignee, and consented to by the Agency; and

WHEREAS, the Agency and the Assignee will enter into such other documents upon advice of counsel, in both form and substance, as may be reasonably required to effectuate the assignment and assumption of the Facility (together with the Assignment, Assumption

and Amendment Agreement, the Assignment of Company Lease Agreement and the Assignment of Lease Agreement, collectively, the "**Assignment Documents**"); and

WHEREAS, pursuant to Section 9.3 of the Original Lease Agreement, the Facility may be assigned, in whole or in part, with the prior written consent of the Agency; 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 continued abatement of real property taxes (as set forth in the PILOT Schedule attached as Exhibit A hereof), all consistent with the policies of the Agency; and

WHEREAS, the Original Company and the Assignee have agreed to indemnify the Agency against certain losses, claims, expenses, damages and liabilities that may arise in connection with the transaction contemplated by the sublease of the Facility.

NOW, THEREFORE, BE IT RESOLVED by the Agency (a majority of the members thereof affirmatively concurring) as follows:

Section 1. The Agency hereby finds and determines:

(a) By virtue of the Act, the Agency has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act; and

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

(c) The leasing of the Facility to the Assignee 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; and

(d) The leasing of the Facility is reasonably necessary to induce the Assignee to maintain and expand its business operations in the State of New York; and

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

(f) It is desirable and in the public interest for the Agency to lease the Facility to the Assignee; and

(g) It is desirable and in the public interest for the Agency to consent to the transfer of the interest in the Facility from the Original Company to the Assignee; and

(h) The Assignment Documents to which the Agency is a party will be effective instruments whereby the Agency, the Assignee and the Original Company will effectuate the assignment and assumption of the Facility; and

Section 11. The Agency has assessed all material information included in connection with the Assignee's application for financial assistance, including but not limited to, the cost-benefit analysis prepared by the Agency and such information has provided the Agency a reasonable basis for its decision to provide the financial assistance described herein to the Assignee.

Section 12. In consequence of the foregoing, the Agency hereby determines to: (i) consent to the assignment and assumption of the Facility from the Original Company to and by the Assignee pursuant to the Assignment, Assumption and Amendment Agreement, (ii) execute, deliver and perform the Assignment, Assumption and Amendment Agreement, (iii) consent to the assignment of the Original Company Lease pursuant to the Assignment of Company Lease; (iv) execute, deliver and perform the Assignment of Company Lease; (v) consent to the assignment and assumption of the Original Lease Agreement pursuant to the Assignment of Lease Agreement; (vi) execute, deliver and perform the Assignment of Lease Agreement; and (vii) execute and deliver the other Assignment Documents.

Section 13. The Agency is hereby authorized to consent to the assignment and assumption of the Facility by the Assignee and to do all things necessary or appropriate for the accomplishment thereof, and all acts heretofore taken by the Agency with respect to such assignment and assumption are hereby approved, ratified and confirmed.

Section 14. The Agency hereby authorizes and approves the following economic benefits to be granted to the Assignee in connection with the acquisition of the Facility in the form of the continued abatement of real property taxes (as set forth in the PILOT Schedule attached as Exhibit A hereof).

Section 15. The Assignee is hereby notified that it will be required to comply with Section 875 of the Act. The Assignee shall be required to agree to the terms of Section 875 pursuant to the Lease Agreement. The Assignee is further notified that the continued abatements provided pursuant to the Act are subject to termination and recapture of benefits pursuant to Sections 859-a and 875 of the Act and the recapture provisions of the Original Lease Agreement, as assigned.

Section 7. The form and substance of the Assignment, Assumption and Amendment Agreement and the other Assignment Documents, to which the Agency is a party (each in substantially the forms presented to or approved by the Agency and which, prior to the execution and delivery thereof, may be redated and renamed) are hereby approved.

Section 8.

(a) The Chairman, Vice Chairman, Executive Director or any member of the Agency are hereby authorized, on behalf of the Agency, to execute and deliver the Assignment, Assumption and Amendment Agreement and the other Assignment Documents to which the Agency is a party, in the form the Chairman, Vice Chairman, Executive Director, or any member of the Agency shall approve, and such other related documents as may be, in the judgment of the Chairman, Vice Chairman, Executive Director, or any



member and Agency Counsel, necessary or appropriate to effect the transactions contemplated by this resolution (hereinafter collectively called the "**Agency Documents**"). The execution thereof by Chairman, Vice Chairman, Executive Director, or any member of the Agency shall constitute conclusive evidence of such approval.

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

Section 9. 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 10. 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 January 11, 2022, 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 11th day of January, 2022.

By: \_\_\_\_\_  
Assistant Secretary

## EXHIBIT A

### PILOT Schedule

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

Property Address: 1765 Express Drive North, Hauppauge, New York 11788

Tax Map No.: Section: 038.00 Block: 01.00 Lot: 001.000

### Definitions

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

Formula: 7-year abatement starting at 50% decreasing at 5% annually

### Payment

2021/2022 100% Normal Tax Due on the taxable assessed value of \$258,570

2022/2023 100% Normal Tax Due on the taxable assessed value of \$278,460

2023/2024 100% Normal Tax Due on the taxable assessed value of \$298,350

2024/2025 100% Normal Tax Due on the taxable assessed value of \$318,240

2025/2026 100% Normal Tax Due on the taxable assessed value of \$338,130

2026/2027 100% Normal Tax Due on the taxable assessed value of \$358,020

2027/2028 100% Normal Tax Due on the taxable assessed value of \$377,910

2028/2029 100% Normal Tax Due on the full assessed value

**TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY  
AGENDA ITEMS FOR JANUARY 11, 2022**

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**AGENDA ITEM #18**

**TYPE OF RESOLUTION: CONSENTING TO A LEASE**

**COMPANY: 75 SUNRISE HIGHWAY, LLC / PETVET  
CARE CENTER**

**PROJECT LOCATION: 75 SUNRISE HWY, WEST ISLIP**

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

**INVESTMENT: \$ N/A**

Date: January 11, 2022

At a meeting of the Town of Islip Industrial Development Agency (the “**Agency**”), held at 40 Nassau Avenue, Islip, New York 11751 on the 11th day of January, 2022 the following members of the Agency were:

Present:

Absent:

Also Present:

After the meeting had been duly called to order, the Chairman announced that among the purposes of the meeting was to consider and take action on certain matters pertaining to the consent to the subleasing of a portion of the (75 Sunrise Highway, LLC/Veterinary Medical Center of Long Island, PLLC 2018 Facility) to Petvet Care Centers (New York), LLC and approving the execution and delivery of related documents.

The following resolution was duly moved, seconded, discussed and adopted with the following members voting:

Voting Aye

Voting Nay

RESOLUTION OF THE TOWN OF ISLIP INDUSTRIAL  
DEVELOPMENT AGENCY PERTAINING TO THE  
CONSENT TO THE SUBLEASING OF A PORTION OF THE  
75 SUNRISE HIGHWAY, LLC/VETERINARY MEDICAL  
CENTER OF LONG ISLAND, PLLC 2018 FACILITY AND  
APPROVING THE FORM, SUBSTANCE, EXECUTION AND  
DELIVERY OF RELATED DOCUMENTS.

WHEREAS, by Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 47 of the Laws of 1974 of the State of New York, as may be amended from time to time (collectively, the "**Act**"), the Town of Islip Industrial Development Agency (the "**Agency**") was created with the authority and power, among other things, to assist with the acquisition of certain industrial development projects as authorized by the Act; and

WHEREAS, the Agency previously provided assistance to 75 Sunrise Highway, LLC, a limited liability company duly organized and validly existing under the laws of the State of New York ("**75 Sunrise**") and Veterinary Medical Center of Long Island, PLLC, a professional limited liability company duly organized and validly existing under the laws of the State of New York ("**Veterinary Medical Center**"; and, together with 75 Sunrise, the "**Company**") in connection with the acquisition of an approximately 2.2 acre parcel of land located at 75 Sunrise Highway, West Islip, New York (the "**Land**"), the renovation of an approximately 16,223 square foot building located thereon (the "**Existing Building**"), the construction and equipping of an approximately 5,216 square foot addition to the existing building totaling in all approximately 21,439 square feet (collectively with the Existing Building, the "**Improvements**"), and the acquisition and installation therein of certain equipment and personal property, not part of the Equipment (as such term is defined herein) (the "**Equipment**"; and, together with the Land and the Improvements, the "**Facility**"), which Facility will be subleased and leased by the Agency to the Company for its primary use as a veterinary emergency and specialty hospital (the "**Project**"); and

WHEREAS, the Agency previously acquired a leasehold interest in the Land and the Improvements pursuant to a certain Company Lease Agreement, dated as of February 1, 2018 (the "**Company Lease**") by and between the Company and the Agency; and

WHEREAS, the Agency previously acquired title to the Equipment pursuant to a certain Bill of Sale, dated the Closing Date (the "**Bill of Sale**") from the Company to the Agency; and

WHEREAS, the Agency is currently subleasing and leasing the Facility to the Company pursuant to a certain Lease and Project Agreement, dated as of February 1, 2018 (the "**Lease Agreement**"), by and between the Agency and the Company; and

WHEREAS, the Company has entered into negotiations with Petvet Care Centers (New York), LLC (the "**Tenant**"), to sublease the Facility (the "**Demised Premises**"), pursuant to a Commercial Lease Agreement, dated a date to be determined (the "**Tenant**

**Lease**”), for an initial term of ten (10 years), together with any renewals or extensions to be used by the Tenant for the operation as a licensed veterinary hospital or clinic; and

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

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

WHEREAS, such consent may be manifested by the execution and delivery of a Tenant Agency Compliance Agreement, to be dated January 11, 2022, between the Agency and the Tenant (the “**Tenant Agency Compliance Agreement**”); and

WHEREAS, the Company has agreed to indemnify the Agency against certain losses, claims, expenses, damages and liabilities that may arise in connection with the transaction contemplated by the continued subleasing of the Facility.

NOW, THEREFORE, BE IT RESOLVED by the Agency (a majority of the members thereof affirmatively concurring) as follows:

Section 1. The Agency hereby finds and determines:

(a) By virtue of the Act, the Agency has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act; and

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

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

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

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

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

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

Section 4.

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

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

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

Section 6. This resolution shall take effect immediately.



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

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

That I have compared the annexed extract of the minutes of the meeting of the Town of Islip Industrial Development Agency (the “**Agency**”), including the resolutions contained therein, held on the 11th day of January, 2022, with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the Agency and of such resolutions set forth therein and of the whole of said original insofar as the same related to the subject matters therein referred to.

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

I FURTHER CERTIFY that 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 January 11, 2022.

By: \_\_\_\_\_  
Assistant Secretary

**TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY  
AGENDA ITEMS FOR JANUARY 11, 2022**

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**AGENDA ITEM #19**

**TYPE OF RESOLUTION: RESOLUTION GRANTING A  
PILOT EXTENSION**

**COMPANY: BRIAD LODGING GROUP CENTRAL ISLIP,  
LLC 2012 FACILITY**

**PROJECT LOCATION: N/A**

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

**INVESTMENT: \$ N/A**

Date: January 11, 2022

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 11th day of January, 2022, 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 a modification and extension of PILOT benefits in connection with a certain industrial development facility more particularly described below (Briad Lodging Group Central Islip, LLC 2012 Facility)

The following resolution was duly moved, seconded, discussed and adopted with the following members voting:

Voting Aye

Voting Nay

RESOLUTION OF THE TOWN OF ISLIP INDUSTRIAL  
DEVELOPMENT AGENCY APPROVING THE  
MODIFICATION AND EXTENSION OF THE PILOT  
BENEFITS OF A CERTAIN INDUSTRIAL DEVELOPMENT  
FACILITY FOR BRIAD LODGING GROUP CENTRAL ISLIP,  
LLC 2012 FACILITY AUTHORIZING THE EXECUTION AND  
DELIVERY OF A LEASE AMENDMENT AND THE  
EXECUTION AND DELIVERY OF DOCUMENTS IN  
CONNECTION THEREWITH 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 Briad Lodging Group Central Islip, LLC, a limited liability company (the "**Company**"), in connection with an industrial development facility consisting of the acquisition of an approximately 3.46 acre parcel of land located at the northeast corner of Carleton Avenue and Courthouse Drive, Central Islip, New York (more specifically identified as tax map number 0500-207.00-01.00-003.056) (the "**Land**") and the construction and equipping of an approximately 95,205 square foot 4-story, 125 room, all-suite extended stay hotel to be located thereon, including, but not limited to, a fitness center, conference rooms, a business center, a pool and additional parking spaces, together with the acquisition and installation of furniture, fixtures and equipment (the "**Improvements**" and "**Equipment**"; and, together with the Land, the "**Facility**"), leased by the Agency to the Company to provide a full range of services to the business and leisure traveler visiting the Town of Islip (the "**Project**"); and

WHEREAS, the Company leased the Land and Improvements to the Agency pursuant to a certain Company Lease Agreement, defined as of June 1, 2012 (the "**Original Company Lease**"), a memorandum of which Original Company Lease was to be recorded in the Suffolk County Clerk's Office; and

WHEREAS, the Agency leased the Land and the Improvements to the Company pursuant to a certain Lease Agreement, dated as of June 1, 2012 (the "**Original Lease Agreement**"), a memorandum of which Original Lease Agreement was to be recorded in the Suffolk County Clerk's Office; and

WHEREAS, in connection with the leasing of the Facility, the Agency and the Company entered into a Payment-in-Lieu-of-Tax Agreement, dated as of June 1, 2012 (the "**Original PILOT Agreement**"), which provided for the Company to make payments in lieu of real property taxes on the Facility; and

WHEREAS, the Agency and the Company previously entered into a certain Environmental Compliance and Indemnification Agreement dated June 1, 2012 (the “**Original Environmental Compliance Agreement**”); and

WHEREAS, the Company previously requested the Agency’s assistance in connection with the modification and extension of the abatement of real property taxes on the Facility for a term of up to four (4) additional years (the “**First PILOT Extension**”); and

WHEREAS, in connection with the First PILOT Extension, the Agency and the Company amended and restated the Original Lease, Original PILOT Agreement, and the Original Environmental Compliance Agreement pursuant to a certain Amended and Restated Lease and Project Agreement dated as of May 1, 2019 (the “**Lease and Project Agreement**”), which Lease and Project Agreement shall also provide for the recapture of certain economic benefits; and

WHEREAS, in connection with the First PILOT Extension, the Agency and the Company entered into an Amendment of Company Lease dated as of May 1, 2019 (the “**First Amended Company Lease**”), whereby the term of the Company Lease was extended four (4) additional years; and

WHEREAS, the Company has now requested the Agency’s assistance in connection with the modification and extension of the abatement of real property taxes on the Facility for a term of up to two (2) additional years (the “**Second PILOT Extension**”); and

WHEREAS, due to the COVID-19 Pandemic and the lack of business and leisure travelers visiting the Town of Islip, the Company was operating at minimum projected cash flows; and

WHEREAS, the Company has provided assurances of its long-term commitment to the Town of Islip; and

WHEREAS, the requested Second PILOT Extension taxes deviates from the Agency’s Uniform Tax Exemption Policy (the “**Policy**”) originally adopted in or around December, 1993, as previously amended, because the Second PILOT Extension will result in a total term of real property tax abatement of twenty (20) years. The Project is considered extremely significant and vital to the economic health and well-being of the Town of Islip (the “**Town**”) as the Project is located in a former New York State Empire Zone, therefore deviation from the Policy is appropriate; 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 prepared a cost/benefit analysis with respect to the proposed 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 will be annexed hereto as Exhibit B; and

WHEREAS, the Agency has given due consideration to the request 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, the Company will agree to indemnify the Agency against certain losses, claims, expenses, damages and liabilities that may arise in connection with the transaction contemplated by the continued leasing of the Facility by the Agency to the Company; and

NOW, THEREFORE, BE IT RESOLVED by the Agency (a majority of the members thereof affirmatively concurring) as follows:

Section 1. The Agency hereby finds and determines:

- (a) By virtue of the Act, the Agency has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act.
- (b) The Facility continues to constitute a "project", as such term is defined in the Act.
- (c) Based upon representations of the Company, and its counsel, the Facility and 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.
- (d) The Facility and the operations conducted therein do not have a significant effect on the environment, as determined in accordance with Article 8 of the Environmental Conservation Law of the State of New York and the regulations promulgated thereunder.

Section 2. The continued leasing of the Facility by the Agency 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. The Company is hereby notified that it will be required to comply with Section 875 of the Act. The Company shall be required to agree to the terms of Section 875 pursuant to the Lease and Project Agreement, by and between the Company and the Agency. The Company is further notified that the tax exemptions and abatements provided pursuant to the Act are subject to termination and recapture of benefits pursuant to Sections 859-a and 875 of the Act and the recapture provisions of the Lease and Project Agreement.

Section 4. 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 5. The Chairman, the Executive Director, the Deputy 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 6. Any expenses incurred by the Agency with respect to the Facility, including the expenses of Transaction Counsel, shall be paid by the Company. The Company agrees 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 7. 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 January 11, 2022, with the original thereof on file in my office, and that the same is a true and correct copy of such resolution and of the proceedings of the Agency in connection with such matter and of such resolutions set forth therein.

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 11th day of January, 2022.

By: \_\_\_\_\_  
Assistant Secretary



EXHIBIT A

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NOTICE OF PUBLIC HEARING

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[TO BE PROVIDED]

EXHIBIT B

MINUTES OF PUBLIC HEARING

[TO BE PROVIDED]

Date: January 11, 2022

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 11th day of January, 2022, 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 a modification and extension of PILOT benefits in connection with a certain industrial development facility more particularly described below (Briad Lodging Group CI 2, LLC 2015 Facility)

The following resolution was duly moved, seconded, discussed and adopted with the following members voting:

Voting Aye

Voting Nay

RESOLUTION OF THE TOWN OF ISLIP INDUSTRIAL  
DEVELOPMENT AGENCY APPROVING THE  
MODIFICATION AND EXTENSION OF THE PILOT  
BENEFITS OF A CERTAIN INDUSTRIAL DEVELOPMENT  
FACILITY FOR BRIAD LODGING GROUP CI 2, LLC 2015  
FACILITY AUTHORIZING THE EXECUTION AND  
DELIVERY OF A LEASE AMENDMENT AND THE  
EXECUTION AND DELIVERY OF DOCUMENTS IN  
CONNECTION THEREWITH 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 also previously assisted Briad Lodging Group CI 2, LLC, a limited liability company duly organized and validly existing under the laws of the State of Nevada and authorized to transact business in the State of New York (the "**Company**"), in the acquisition of an approximately 3.15 acre parcel of land located at 11 Courthouse Drive, Central Islip, New York (more specifically identified as tax map number 0500-207.00-01.00-003.058) (the "**Land**") and the construction and equipping of an approximately 70,000 square foot 4-story, 125 room select-service hotel to be located thereon, including, but not limited to, an indoor pool, exercise room, conference room, business library, wired and wireless internet, a cafe bistro and additional parking spaces, together with the acquisition and installation of furniture, fixtures and equipment (the "**Improvements**" and "**Equipment**"; and, together with the Land, the "**Facility**"), all leased by the Agency to the 2015 Company to provide a full range of services to the business and leisure traveler visiting the Town of Islip (the "**Project**"); and

WHEREAS, the Company leased the Land and the Improvements to the Agency pursuant to a certain Company Lease, dated as of October 1, 2015 (the "**Company Lease**") by and between the Company and the Agency, and a Memorandum of Company Lease was to be recorded in the Suffolk County Clerk's office; and

WHEREAS, the Agency is leasing the Facility to the Company pursuant to a certain Lease Agreement, dated as of October 1, 2015 (the "**Original Lease Agreement**"), by and between the Agency, as lessor and the Company, as lessee, and a Memorandum of Lease was to be recorded in the Suffolk County Clerk's office; and

WHEREAS, in connection with the leasing of the Facility, the Agency and the Company entered into a Payment-in-Lieu-of-Tax Agreement, dated as of October 1, 2015 (the "**Original PILOT Agreement**"), which provided for the Company to make payments in lieu of real property taxes on the Facility; and

WHEREAS, the Agency and the Company entered into a Recapture Agreement, dated as of October 1, 2015 (the “**Original Recapture Agreement**”), pursuant to which the Agency has the right to recapture certain economic benefits and assistance granted to the Company upon the terms and conditions set forth in the therein; and

WHEREAS, the Agency and the Company previously entered into a certain Environmental Compliance and Indemnification Agreement dated October 1, 2015 (the “**Original Environmental Compliance Agreement**”); and

WHEREAS, the Company has now requested the Agency’s assistance in connection with the modification and extension of the abatement of real property taxes on the Facility for a term of up to two (2) additional years (the “**PILOT Extension**”); and

WHEREAS, due to the COVID-19 Pandemic and the lack of business and leisure travelers visiting the Town of Islip, the Company was operating at minimum projected cash flows; and

WHEREAS, the Company has provided assurances of its long-term commitment to the Town of Islip; and

WHEREAS, the requested PILOT Extension taxes deviates from the Agency’s Uniform Tax Exemption Policy (the “**Policy**”) originally adopted in or around December, 1993, as previously amended, because the Second PILOT Extension will result in a total term of real property tax abatement of greater than ten (10) years. The Project is considered extremely significant and vital to the economic health and well-being of the Town of Islip (the “**Town**”) as the Project is located in a former New York State Empire Zone, therefore deviation from the Policy is appropriate; 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 prepared a cost/benefit analysis with respect to the proposed 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 will be annexed hereto as Exhibit B; and

WHEREAS, the Agency has given due consideration to the request 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, the Company will agree to indemnify the Agency against certain losses, claims, expenses, damages and liabilities that may arise in connection with the transaction contemplated by the continued leasing of the Facility by the Agency to the Company; and

NOW, THEREFORE, BE IT RESOLVED by the Agency (a majority of the members thereof affirmatively concurring) as follows:

Section 1. The Agency hereby finds and determines:

- (a) By virtue of the Act, the Agency has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act.
- (b) The Facility continues to constitute a "project", as such term is defined in the Act.
- (c) Based upon representations of the Company, and its counsel, the Facility and 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.
- (d) The Facility and the operations conducted therein do not have a significant effect on the environment, as determined in accordance with Article 8 of the Environmental Conservation Law of the State of New York and the regulations promulgated thereunder.

Section 2. The continued leasing of the Facility by the Agency 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. The Company is hereby notified that it will be required to comply with Section 875 of the Act. The Company shall be required to agree to the terms of Section 875 pursuant to the Lease Agreement, by and between the Company and the Agency. The Company is further notified that the tax exemptions and abatements provided pursuant to the Act are subject to termination and recapture of benefits pursuant to Sections 859-a and 875 of the Act and the recapture provisions of the Lease Agreement.

Section 4. 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 5. The Chairman, the Executive Director, the Deputy 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 6. Any expenses incurred by the Agency with respect to the Facility, including the expenses of Transaction Counsel, shall be paid by the Company. The Company agrees 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 7. 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 January 11, 2022, with the original thereof on file in my office, and that the same is a true and correct copy of such resolution and of the proceedings of the Agency in connection with such matter and of such resolutions set forth therein.

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 11th day of January, 2022.

By: \_\_\_\_\_  
Assistant Secretary



EXHIBIT A

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NOTICE OF PUBLIC HEARING

---

[TO BE PROVIDED]

EXHIBIT B

MINUTES OF PUBLIC HEARING

[TO BE PROVIDED]

**TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY  
AGENDA ITEMS FOR JANUARY 11, 2022**

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**AGENDA ITEM #20**

**TYPE OF RESOLUTION:** RESOLUTION GRANTING A  
PILOT EXTENSION

**COMPANY:** BRIAD LODGING GROUP CI 2, LLC. 2015  
FACILITY

**PROJECT LOCATION:** N/A

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

**INVESTMENT:** \$ N/A

**TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY  
AGENDA ITEMS FOR JANUARY 11, 2022**

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**AGENDA ITEM #21**

**TYPE OF RESOLUTION:** RESOLUTION AUTHORIZING  
REFINANCING

**COMPANY:** SUNATION SOLAR SYSTEMS, INC.

**PROJECT LOCATION:** 171 REMINGTON BLVD,  
RONKONKOMA

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

**INVESTMENT:** \$ N/A

Date: January 11, 2022

At a meeting of the Town of Islip Industrial Development Agency (the “**Agency**”), held at 40 Nassau Avenue, Islip, New York 11751, on the 11th day of January, 2022, 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 (171 Remington LLC/SUNation Solar Systems, Inc. 2015 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 A MORTGAGE  
FINANCING AND THE EXECUTION AND DELIVERY OF  
LOAN DOCUMENTS IN CONNECTION THEREWITH FOR  
171 REMINGTON LLC/SUNATION SOLAR SYSTEMS, INC.  
2015 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 provided assistance to 171 Remington LLC, a New York limited liability company (the "**Company**") and SUNation Solar Systems, Inc., a New York business corporation (the "**Sublessee**"), consisting of (a) the acquisition of an approximately 1.36 acre parcel of land located at 171 Remington Boulevard, Ronkonkoma, New York (the "**Land**"), the renovation of an approximately 20,000 square foot building located thereon (the "**Improvements**") and the acquisition and installation therein of certain equipment not part of the Equipment (as such term is defined herein) (the "**Facility Equipment**"; and, together with the Land and the Improvements, the "**Company Facility**"), which Company Facility is to be leased and subleased by the Agency to the Company and further subleased by the Company to SUNation Solar Systems, Inc., a New York business corporation (the "**Sublessee**"), and (b) the acquisition and installation of certain equipment and personal property including, but not limited to office furniture, warehouse equipment, forklifts, enterprise resource planning software and a barcode scanning system (collectively, the "**Equipment**"), which Equipment is to be leased by the Agency to the Sublessee (the Company Facility and the Equipment are collectively referred to herein as the "**Facility**"), and which Facility is to be used by the Sublessee as office and warehouse space in its business as a custom solar power design, installation and sales company; and

WHEREAS, the Agency acquired a leasehold interest in the Facility pursuant to a certain Company Lease, dated as of December 1, 2015 (the "**Company Lease**"), from the Company to the Agency; and

WHEREAS, the Agency subleased the Facility to the Company pursuant to a Lease Agreement, dated as of December 1, 2015 (the "**Lease Agreement**"), by and between the Agency, as lessor, and the Company, as lessee; and

WHEREAS, in order to define the Company's and the Sublessee's obligations regarding payments-in-lieu-of taxes, the Agency, the Company and the Sublessee entered into a Payment-in-Lieu-of-Tax Agreement, dated as of December 1, 2015 (the "**PILOT Agreement**"), by and among the Agency, the Company and the Sublessee; and

WHEREAS, in connection with the leasing and the subleasing of the Facility, the Agency, the Company and the Sublessee entered into a certain Recapture Agreement, dated as of December 1, 2015 (the "**Recapture Agreement**"), by and among the Agency, the Company and the Sublessee; and

WHEREAS, the Company previously obtained financial assistance in connection with the acquisition, renovation and equipping of the Facility, pursuant to a loan from the Empire State Certified Development Corporation and U.S. Small Business Administration (the "**Lender**"); and

WHEREAS, the Lender requested the Agency to amend the Recapture Agreement pursuant to a certain Amendment to Recapture Agreement, dated as of January 1, 2016 (the "**Amendment to Recapture Agreement**"), by and among the Agency, the Company and the Sublessee, in order to reflect that said Recapture Agreement is subordinate to the lien of any mortgage to be placed upon the Facility and to all modifications, amendment, renewals and extensions thereof, with respect to all amounts due the Agency under the Recapture Agreement other than currently owing PILOT payments, the Company Sales Tax Savings and the Sublessee Sales Tax Savings; and

WHEREAS, the Company has now obtained an SBA Loan (the "**2022 Loan**") being issued through Dime Community Bank (the "**2022 Lender**"), in connection with the Facility, the proceeds of which will be used for working capital purposes to purchase equipment; and

WHEREAS, as security for the 2022 Loan, the Agency and the Company will execute and deliver to the 2022 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 2022 Lender (the "**2022 Loan Documents**"), from the Company and the Agency to the 2022 Lender, securing the principal amount presently estimated to be \$1,016,000, but not to exceed \$1,500,000; and

WHEREAS, the 2022 Lender will provide its own exemption affidavit and the Company will not require financial assistance from the Agency; 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, 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 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 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 respective industries.
- (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 consent to the 2022 Mortgage of the Facility.
- (g) The 2022 Loan Documents will be effective instruments whereby the Agency and the Company agree to secure the 2022 Loan and assign to the Lender their respective rights under the Lease Agreement and Company 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 or mortgages on and security interest in and to the Facility pursuant to certain mortgages and security agreements for the benefit of the Lender (the "**2022 Mortgage**"), (ii) execute, deliver and perform the 2022 Mortgage, and (iii) execute, deliver and perform the 2022 Loan Documents to which the Agency is a party, as may be necessary or appropriate to effect the 2022 Loan or any subsequent refinancing of the 2022 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 2022 Loan Documents and the 2022 Mortgage, and such other related documents as may be necessary or appropriate to effect the 2022 Loan, or any subsequent refinancing of the 2022 Loan, and all acts heretofore taken by the Agency with respect to such financing or refinancing are hereby approved, ratified and confirmed. The Agency is hereby further authorized to execute and deliver any future documents in connection with any future refinancing or permanent financing of such costs of acquiring, constructing and equipping of the Facility without need for any further or future approvals of the Agency.



Section 4.

(a) Subject to the provisions of this resolution and the Lease Agreement; the Chairman, Executive Director, Deputy Executive Director and all other members of the Agency are hereby authorized, on behalf of the Agency, to execute and deliver the 2022 Mortgage and 2022 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, Deputy Executive Director or any member of the Agency shall constitute conclusive evidence of such approval; and

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

Section 5. 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 6. Any expenses incurred by the Agency with respect to the financing or refinancing of the Facility shall be paid by the Company. The Company has agreed to pay such expenses and have further agreed 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 7. 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 January 11, 2022, 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 11th day of January, 2022.

By: \_\_\_\_\_  
Assistant Secretary

**TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY  
AGENDA ITEMS FOR JANUARY 11, 2022**

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**AGENDA ITEM #22**

**TYPE OF RESOLUTION:** RESOLUTION AUTHORIZING A  
TENANT CONSENT

**COMPANY:** THREE G'S CANDLEWOOD,  
LLC/NATIONWIDE SALES AND SERVICE, INC.

**PROJECT LOCATION:** N/A

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

**INVESTMENT:** \$ N/A

Date: January 11, 2022

At a meeting of the Town of Islip Industrial Development Agency (the “**Agency**”), held at 40 Nassau Avenue, Islip, New York 11751 on the 11th day of January, 2022 the following members of the Agency were:

Present:

Absent:

Also Present:

After the meeting had been duly called to order, the Chairman announced that among the purposes of the meeting was to consider and take action on certain matters pertaining to the consent to the subleasing of a portion of the Three G's Candlewood LLC/ Nationwide Sales and Service Inc. 2021 Facility to Prime Commerce, LLC and approving the execution and delivery of related documents.

The following resolution was duly moved, seconded, discussed and adopted with the following members voting:

Voting Aye

Voting Nay

RESOLUTION OF THE TOWN OF ISLIP INDUSTRIAL  
DEVELOPMENT AGENCY PERTAINING TO THE  
CONSENT TO THE SUBLEASING OF A PORTION OF THE  
THREE G'S CANDLEWOOD LLC/NATIONWIDE SALES  
AND SERVICE INC. 2021 FACILITY AND APPROVING  
THE FORM, SUBSTANCE, EXECUTION AND DELIVERY  
OF RELATED DOCUMENTS.

WHEREAS, by Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 47 of the Laws of 1974 of the State of New York, as may be amended from time to time (collectively, the "**Act**"), the Town of Islip Industrial Development Agency (the "**Agency**") was created with the authority and power, among other things, to assist with the acquisition of certain industrial development projects as authorized by the Act; and

WHEREAS, the Agency previously provided assistance to Three G's Candlewood LLC, a limited liability company duly organized and validly existing under the laws of the State of New York (the "**Company**") and Nationwide Sales and Service Inc., a business corporation company duly organized and validly existing under the laws of the State of New York (the "**Sublessee**") in connection with the acquisition of an approximately 2.53 acre parcel of land located at 215 Candlewood Road, Bay Shore, New York 11706 (the "**Land**"), the renovation of an approximately 53,530 square foot building located on the Land (the "**Improvements**"), and the acquisition and installation therein of certain equipment and personal property, not part of the Equipment (as defined below) (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 by the Agency to the Sublessee and which Facility is to be used by the Sublessee as manufacturing, warehousing and distribution space in the Sublessee's business of providing commercial and industrial janitorial supplies (the "**Project**"); and

WHEREAS, the Agency acquired a leasehold interest in the Land and the Improvements pursuant to a certain Company Lease Agreement, dated as of May 1, 2021 (the "**Company Lease**") by and between the Company and the Agency; and

WHEREAS, the Agency acquired title to the Facility Equipment pursuant to a certain Bill of Sale, dated May 26, 2021 (the "**Bill of Sale**") from the Company to the Agency; and

WHEREAS, the Agency is currently subleasing and leasing the Company Facility to the Company pursuant to a certain Lease and Project Agreement, dated as of May 1, 2021 (the "**Lease Agreement**"), by and between the Agency and the Company; and

WHEREAS, the Company is sub-subleasing the Company Facility to the Sublessee pursuant to the terms of a certain Agreement of Lease, dated May 26, 2021 (the "**Sublease**")

**Agreement**”), by and between the Company, as sublessor, and the Sublessee, as Sublessee; and

WHEREAS, the Agency is leasing the Equipment to the Sublessee pursuant to the terms of a certain Equipment Lease Agreement, dated as of May 1, 2021 (the “**Equipment Lease Agreement**”), by and between the Agency and the Sublessee; and

WHEREAS, the Company entered into negotiations with Prime Commerce, LLC, a limited liability company duly organized and validly existing under the laws of the State of New York (the “**Tenant**”), to sublease an approximately 20,732 square foot portion of the Facility (the “**Demised Premises**”), pursuant to a [Lease], dated [ ] (the “**Tenant Lease**”), for a term of five (5) years and one (1) month, with a five (5) year renewal option, to be operated by the Tenant as a warehouse and distribution space in its business as a distributor of household, health and beauty products; and

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

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

WHEREAS, such consent may be manifested by the execution and delivery of a Tenant Agency Compliance Agreement, to be dated January 11, 2022, or such other date as may be determined, between the Agency and the Tenant (the “**Tenant Agency Compliance Agreement**”); and

WHEREAS, the Company has agreed to indemnify the Agency against certain losses, claims, expenses, damages and liabilities that may arise in connection with the transaction contemplated by the continued subleasing of the Facility.

NOW, THEREFORE, BE IT RESOLVED by the Agency (a majority of the members thereof affirmatively concurring) as follows:

Section 1. The Agency hereby finds and determines:

(a) By virtue of the Act, the Agency has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act; and

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

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

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

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

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

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

Section 4.

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

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

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

Section 6. This resolution shall take effect immediately.

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

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

That I have compared the annexed extract of the minutes of the meeting of the Town of Islip Industrial Development Agency (the “Agency”), including the resolutions contained therein, held on the 11th day of January, 2022, with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the Agency and of such resolutions set forth therein and of the whole of said original insofar as the same related to the subject matters therein referred to.

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

I FURTHER CERTIFY that 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 January 11, 2022.

By: \_\_\_\_\_  
Assistant Secretary



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

**No. 2**

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

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

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**Meeting of the Town of Islip Economic Development Corporation.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA.

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

**John Walser**

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

enclosure:

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



## MEETING OF THE TOWN OF ISLIP

### ECONOMIC DEVELOPMENT CORPORATION

January 11, 2022

#### Agenda

1. Call the meeting of the Town of Islip Economic Development Corporation to order.
2. To consider the adoption of a Resolution on Behalf of the Town of Islip Economic Development Corporation to approve the **Minutes** from the Meeting of the Members of the Town of Economic Development Corporation on **October 27, 2021**.
3. To consider the adoption of a Resolution approving the **2022 EDC Meeting Schedule** of the Town of Islip Economic Development Corporation.
4. To consider the adoption of a Resolution to **Appointing Officers** of the Town of Islip Economic Development Corporation as follows: *John C. Cochrane Jr., Secretary to the Corporation, James P. O'Connor, Treasurer of the Corporation, John G. Walser Assistant Secretary of the Corporation, John G. Walser, Compliance Officer of the Corporation.*
5. To consider the adoption of a Resolution on behalf of the Town of Islip Economic Development Corporation to adopt an **Audit Committee** in compliance with the Public Authority Accountability Act ("PAAA") and to appoint *John Cochrane, Mary Kate Mullen, and Anne Danziger* to that committee.
6. To consider the adoption of a Resolution on Behalf of the Town of Islip Economic Development Corporation to adopt a **Finance Committee** in compliance with the Public Authority Accountability Act ("PAAA") and to appoint *John C. Cochrane Jr., James O'Connor and Robert Kordic* to that committee.
7. To consider the adoption of a Resolution on behalf of the Town of Islip Economic Development Corporation to adopt a **Governance Committee** in compliance with the Public Authority Accountability Act ("PAAA") and to appoint *John Cochrane, Mary Kate Mullen and Taryn Jewell* to that committee.
8. To consider the adoption of a Resolution on behalf of the Town of Islip Economic Development Corporation to adopt a **Code of Ethics Policy** in compliance with the Public Authority Accountability Act ("PAAA") and to appoint the Board of Ethics of the Economic Development Corporation as its Ethics Officer.
9. To consider the adoption of a Resolution on behalf of the Town of Islip Economic Development Corporation to adopt an **Investment Policy** in compliance with the Public Authority Accountability Act ("PAAA") which shall apply to all operating funds, bond

proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the financial statements of the Corporation.

10. To consider the adoption of a Resolution on behalf of the Town of Islip Economic Development Corporation to adopt a **Procurement Policy** in compliance with the Public Authority Accountability Act ("PAAA") which will apply to the procurement for goods and services not subject to the competitive bidding requirements set forth in General Municipal Law Section 103 and which goods and services are paid for and used by the Corporation.
11. To consider the adoption of a Resolution on behalf of the Town of Islip Economic Development Corporation to adopt a **Conflict of Interest Policy** in compliance with the Public Accountability Act ("PAAA") and amending the by-laws of the Corporation.
12. To consider a Resolution on behalf of the Town of Islip Economic Development Corporation to adopt a **Property Disposition Policy** in compliance with the Public Authority Accountability Act ("PAAA").
13. To consider a Resolution on behalf of the Town of Islip Economic Development Corporation to adopt the **Travel Authorization and Mileage Reimbursement** guidelines as stated in the Town of Islip Administrative Procedures Manual, Section 303, as recommended by the New York State Authorities Budget Office.
14. To consider any other business that may come before the Corporation.

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

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**AGENDA ITEM #2**

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

**COMPANY: N/A**

**PROJECT LOCATION: N/A**

**JOBS (RETAINED/CREATED): N/A**

**INVESTMENT: N/A**



MEETING OF THE TOWN OF ISLIP  
ECONOMIC DEVELOPMENT CORPORATION

October 27, 2021 (Special Meeting)

Meeting Minutes

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1. The Meeting of the Town of Islip Economic Development Corporation, was called to order on a motion by Councilman James P. O'Connor and Councilwoman Trish Bergin Weichbrodt.

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

Motions were presented to approve and adopt the following resolutions on the October 27, 2021 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** from the Meeting of the Members of the Town of Economic Development Corporation on **October 19, 2021**. On a motion by Councilwoman Trish Bergin Weichbrodt and seconded by Councilman John C. Cochrane Jr., said motion approved 5-0.
3. To consider the adoption of a Resolution on behalf of the Town of Islip Economic Development Corporation to approve the **2022 EDC budget**. On a motion by Councilman James P. O'Connor and seconded by Councilwoman Trish Bergin Weichbrodt, said motion approved 5-0.
4. To consider any other business that may come before the Corporation, there being none the Town of Islip Economic Development Corporation closed on a motion by Councilman James P. O'Connor and seconded by Councilwoman Mary Kate Mullen said motion approved 5-0.

**TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY  
AGENDA ITEMS FOR JANUARY 11, 2022**

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**AGENDA ITEM #3**

**TYPE OF RESOLUTION: RESOLUTION TO APPROVE  
THE MEETING SCHEDULE FOR 2022**

**COMPANY: N/A**

**PROJECT LOCATION: N/A**

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

**INVESTMENT: \$N/A**



**TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY &  
ECONOMIC DEVELOPMENT CORPORATION  
2022 Meeting Schedule**

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

**MEETING DATES**

JANUARY 11, 2022

FEBRUARY 8, 2022 (BLACK HISTORY MONTH)

MARCH 8, 2022 (WOMEN'S HISTORY MONTH)

APRIL 5, 2022 5:30 PM (STUDENT ACHIEVEMENT AWARDS)

MAY 10, 2022

JUNE 14, 2022

JULY 12, 2022

AUGUST 9, 2022

SEPTEMBER 13, 2022 5:30 P.M. (HISPANIC HERITAGE MONTH)

OCTOBER 18, 2022 (ITALIAN HERITAGE MONTH)

NOVEMBER 10, 2022 @ 10:30 AM (BUDGET HEARING)

NOVEMBER 15, 2022

DECEMBER 13, 2022

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

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**AGENDA ITEM #4**

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

**COMPANY:** N/A

**PROJECT LOCATION:** N/A

**JOBS (RETAINED/CREATED):** N/A

**INVESTMENT:** N/A



Date: January 11, 2022

At a meeting of the Town of Economic Development Corporation (the "EDC"), held at Islip Town Hall, 655 Main Street, Islip, New York on the 11th day of January, 2022, 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, James P. O’Connor, Treasurer of the EDC, John G. Walser, Assistant Secretary, of the EDC and John G. Walser, Compliance Officer of the EDC.*

Section 3. In consequence of the foregoing, the EDC hereby determines to designate and appoint *John G. Walser as Chief Executive Officer* 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 11<sup>th</sup> day of January, 2022, 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 11th day of January 2022.

By: \_\_\_\_\_  
Assistant Secretary

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

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**AGENDA ITEM #5**

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

**COMPANY: N/A**

**PROJECT LOCATION: N/A**

**JOBS (RETAINED/CREATED): N/A**

**INVESTMENT: N/A**

January 11, 2022

**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:

Member John C. Cochrane Jr.  
Member Mary Kate Mullen  
Member Anne Danziger

Upon a vote being taken, the result was:

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

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**AGENDA ITEM #6**

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

**COMPANY:** N/A

**PROJECT LOCATION:** N/A

**JOBS (RETAINED/CREATED):** N/A

**INVESTMENT:** N/A

January 11, 2022

**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 \_\_\_\_\_, 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:

Member John C. Cochrane Jr.

Member, James P. O’Connor

Member, Robert Kordic

Upon a vote being taken, the result was:



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

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**AGENDA ITEM #7**

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

**COMPANY:** N/A

**PROJECT LOCATION:** N/A

**JOBS (RETAINED/CREATED):** N/A

**INVESTMENT:** N/A

January 11, 2022

**Whereas**, the Public Authority Accountability Act, (the Act) Section 18, requires all public authorities within the State of New York to establish a **Governance Committee**, and

**Whereas**, the Town of Islip Economic Development Corporation has been identified as an “Authority” subject to the Act, and

Now therefore on a motion by \_\_\_\_\_, seconded by, be it approved

**Resolved**, that the Corporation has created a **Governance Committee of the Town of Islip Economic Development Corporation** in compliance with Section 18 of the Act, and appoints the following individuals to that committee:

Chairperson, John Cochrane  
Member, Mary Kate Mullen  
Member, Taryn Jewell

Upon a vote taken, the result was:

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

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**AGENDA ITEM #8**

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

**COMPANY:** N/A

**PROJECT LOCATION:** N/A

**JOBS (RETAINED/CREATED):** N/A

**INVESTMENT:** N/A

January 11, 2022

**Whereas**, the Public Authority Accountability Act, (the Act) Section 18, requires all public authorities within the State of New York to adopt a **Code of Ethics**, and

**Whereas**, the Town of Islip Economic Development Corporation has been identified as an “Authority” subject to the Act, and

**Whereas**, the Act requires that the Corporation appoint an “Ethics Officer” to counsel board members, directors and employees about ethical behavior, receive and investigate complaints about ethical behavior, and perform additional duties involving the implementation of the **Code of Ethics**.

Now, therefore on a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, be it

**Resolved**, that the Corporation adopts the **Code of Ethics of the Town of Islip Economic Development Corporation**, as attached to this resolution, in compliance with Section 18 of the Act, and be it further

**Resolved**, that the Corporation appoints the **Board of Ethics** of the Town of Islip as its Ethics Officer, to fulfill the legal requirements of the Act.

Upon a vote taken, the result was:

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

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**AGENDA ITEM #9**

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

**COMPANY:** N/A

**PROJECT LOCATION:** N/A

**JOBS (RETAINED/CREATED):** N/A

**INVESTMENT:** N/A

January 11, 2022

**Whereas**, the Public Authority Accountability Act, (the Act) Section 18, requires all public authorities within the State of New York to adopt an **Investment Policy**, and

**Whereas**, the Town of Islip Economic Development Corporation has been identified as an “Authority” subject to the Act.

Now, therefore on a motion by

Seconded by

be it

**Resolved**, that the Corporation adopts a policy entitled **Investment Policy of the Town of Islip Economic Development Corporation**, as attached to this resolution, in compliance with Section 18 of the Act.

Upon a vote being taken, the result was:

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

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**AGENDA ITEM #10**

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

**COMPANY:** N/A

**PROJECT LOCATION:** N/A

**JOBS (RETAINED/CREATED):** N/A

**INVESTMENT:** N/A

January 11, 2022

**Whereas**, the Public Authority Accountability Act, (the Act) Section 18, requires all public authorities within the State of New York to adopt a **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 approved

**Resolved**, that the Corporation adopts a policy entitled **Procurement Policy of the Town of Islip Economic Development Corporation**, as attached to this resolution, in compliance with Section 18 of the Act.

Upon a vote being taken, the result was:



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

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**AGENDA ITEM #11**

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

**COMPANY:** N/A

**PROJECT LOCATION:** N/A

**JOBS (RETAINED/CREATED):** N/A

**INVESTMENT:** N/A

Date: January 11, 2022

At a meeting of the Town of Islip Economic Development Corporation (the “**Issuer**”), held at Islip Town Hall, 655 Main Street, Islip, New York on the 11th day of January, 2022, the following members of the Issuer 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 Economic Development Corporation 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 ECONOMIC  
DEVELOPMENT CORPORATION 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, pursuant to and in accordance with the provisions of Section 1411 of the New York Not-for-Profit Corporation Law, as amended (collectively, the “**Act**”), the Town of Islip Economic Development Corporation (the “**Issuer**”) was created with the authority and power to issue its revenue bonds for the purpose of, among other things, acquiring certain facilities as authorized by the Act; and

WHEREAS, the New York State Legislature adopted the Public Authorities Accountability Act of 2005 and the Public Authorities Reform Act of 2009, each as amended (collectively, the “**PAAA**”), designed 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 Issuer’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 Issuer or could result in a possible excess benefit transaction; and

WHEREAS, in order for the Issuer to be more transparent and accountable to the public, the Issuer 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 Issuer’s interest prevails over personal interests of the Issuer’s board members and employees; and

WHEREAS, a Conflict of Interest Policy would permit the Issuer 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 Issuer’s purposes under the PAAA, as amended and the Act, the Issuer 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 Issuer desires to amend its by-laws to permit the deletion of Article IX (Conflicts of Interest) in its entirety; and

NOW, THEREFORE, BE IT RESOLVED by the Issuer (a majority of the members thereof affirmatively concurring) as follows:

Section 1. The Issuer hereby finds and determines:

(a) By virtue of the Act, the Issuer 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 Issuer to formally establish the procedures for dealing with conflict of interest situations and assure that the Issuer's interest prevails over personal interests of the Issuer's board members and employees; and

(c) Authorizing and adopting the Conflict of Interest Policy will allow the Issuer 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 Issuer to adopt the Conflict of Interest Policy.

(e) The adoption of a stand-alone Conflict of Interest Policy and the amendment by the Issuer of its by-laws will permit the Issuer to maintain stand-alone Conflict of Interest Policy.

Section 2. In consequence of the foregoing, the Issuer 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 IX 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 Issuer 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 Issuer 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 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 “**Issuer**”), including the resolutions contained therein, held on the 14th day of January, 2020, with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the Issuer 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 Issuer 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 11th day of January, 2022.

By: \_\_\_\_\_  
Assistant Secretary

Exhibit A

**TOWN OF ISLIP**  
**ECONOMIC DEVELOPMENT CORPORATION**  
**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 Economic Development Corporation (“**Issuer**”). 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 Issuer. 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 Issuer participates.
- The ability to use his or her position, confidential information or the assets of the Issuer, 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 Issuer’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 Issuer.

## **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 Issuer.

**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 Issuer’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 Issuer.

Adopted January 11, 2022

Exhibit B

By-Laws, as amended

**BY-LAWS  
OF  
TOWN OF ISLIP ECONOMIC DEVELOPMENT CORPORATION**

**I. THE CORPORATION**

A. Name. The name of the Corporation shall be as provided in its Certificate of Incorporation and is currently the Town of Islip Economic Development Corporation.

B. Seal. The Corporation's seal shall be in the form of a circle and shall bear the name of the Corporation and the year of its organization

C. Office. The office of the Corporation shall be located in Islip, New York, or such other address as the Corporation may designate, from time to time, by resolution.

**II. MEMBER**

The Town of Islip, New York (the "Town") acting through the Town Board and the Town Supervisor shall be the sole Member of the Corporation.

**III. BOARD**

A. Power of the Board and Qualification of Directors. The Corporation shall be overseen and governed by its Board who shall exercise oversight and control over the officers and staff of the Corporation. Each Director shall be at least eighteen years of age. The Board shall have all powers conferred on Boards of public benefit corporations and local public authorities pursuant to New York State law, including, without limitation, the New York Not-for-Profit Corporation Law ("N-PCL"), the Public Authorities Accountability Act of 2005, as amended (the "PAAA"), and any other New York State Law that is applicable to the Corporation.

B. Number of Directors and Term of Office.

(a) The Board of Directors shall consist of not less than three (3) nor more than seven (7) Directors. Directors shall be elected by the Member. Each Director shall serve as a Director and continue to hold office until his or her successor is appointed and has been elected and qualified. As used in this Article III, "entire Board" means the total number of Directors entitled to vote which the Corporation would have if there were no vacancies.

(b) No Director, including the Chair, shall serve as the Corporation's Chief Executive Officer, Chief Operating Officer, Chief Financial Officer, Comptroller, or hold any other equivalent executive position or office while also serving as a Director.



(c) As soon as practicable and in compliance with Section 2825 of the New York Public Authorities Law, the majority of the Directors of the Board shall be Independent Directors, as such term is defined in paragraph (d) below.

(d) Independence. For the purposes of these By-Laws, an Independent Director is one who:

(i) is not, and in the past two (2) years has not been, employed by the Corporation or another corporate body having the same ownership and control of the Corporation in an executive capacity;

(ii) is not, and in the past two (2) years has not been, employed by an entity that received remuneration valued at more than fifteen thousand dollars (\$15,000.00) for goods and services provided to the Corporation or received any other form of financial assistance valued at more than fifteen thousand dollars (\$15,000.00) from the Corporation;

(iii) is not a relative of an executive officer or employee in an executive position of the Corporation or another corporate body having the same ownership and control of the Corporation; and

(iv) is not, and in the past two (2) years has not been, a lobbyist registered under a state or local law and paid by a client to influence the management decisions, contract awards, rate determinations or any other similar actions of the Corporation or another corporate body having the same ownership and control of the Corporation.

(e) Each Director shall have one vote.

C. Organization. At each meeting of the Board, the Chair, or, in the absence of the Chair, a Vice Chair shall preside, or in the absence of either of such officers, a chair chosen by a majority of the Directors present shall preside. The Secretary shall act as secretary of the Board. In the event the Secretary shall be absent from any meeting of the Board, an Assistant Secretary shall act as the secretary for such meeting.

D. Resignations and Removal of Directors.

(a) Any Director of the Corporation may resign at any time by giving written notice to the Chair or to the Secretary. Such resignation shall take effect at the time specified therein or, if no time be specified, then on delivery.

(b) Any or all of the Directors may be removed for cause by vote of the Member, or by vote of the Directors provided there is a quorum of not less than a majority of the entire Board of Directors present at the meeting of Directors at which such action is taken. Any or all of the Directors may be removed without cause by vote of the Member.

E. Newly Created Directorships and Vacancies. Newly created Directorships resulting from an increase in the number of Directors and vacancies occurring in the Board of Directors for any reason shall be filled by vote of the Member. Directors elected to fill newly created Directorships shall hold office until their successors have been elected or appointed and

qualified. Directors elected to fill vacancies shall serve for the remaining term of the Director for whom they are replacing, and until their successors are elected and have qualified.

F. Action by the Board. Except as otherwise provided by law or in these By-Laws, the act of the Board means action taken at a meeting of the Board by vote of a majority of the Directors present at the time of the vote, if a quorum is present at such time.

G. Place of Meeting. The Board may hold its meetings at its principal place of business, or at such place or places within the State of New York as the Board may from time to time by resolution determine.

H. Annual Meetings. Except in case of the Annual Meeting in calendar year 2010, the annual meeting of the Corporation shall be held in January in each calendar year at the regular meeting place of the Corporation as described in Section 7 of this Article III. Such 2010 annual meeting may be held at such other time or location as approved by the chairman of the Corporation; and if it is held at another time, notice shall be given as hereinafter provided for special meetings of the Board.

I. Regular Meetings. Regular meetings of the Board may be held at such times as may be fixed from time to time by resolution of the Board. Notice of such meetings shall be given in accordance with the New York Open Meetings Law. All meetings shall be conducted in accordance with the New York Open Meetings Law.

J. Special Meetings. Special meetings of the Board shall be held whenever called by the Chair or in the absence of the Chair by a Vice Chair, or by any two (2) of the Directors. Notice shall be given orally, by telefax, by e-mail, or by mail and shall state the purposes, time and place of the meeting. If notice is given orally, in person or by telephone, it shall be given not less than two (2) days before the meeting; if it is given by telefax, by e-mail or by mail, it shall be given not less than three (3) days before the meeting. At such special meeting no business shall be considered other than that designated in the notice.

K. Waivers of Notice. Notice of a meeting need not be given to any Director who submits a signed waiver of notice whether before or after the meeting, or who attends the meeting without protesting, prior thereto or at its commencement, the lack of notice to him or her.

L. Quorum.

(a) A majority of the entire Board of Directors shall constitute a quorum for the transaction of business.

(b) A majority of the Directors present, whether or not a quorum is present, may adjourn any meeting to another time and place without notice to any Director.

M. Compensation. Directors shall receive no compensation for their services but may be reimbursed for the expenses reasonably incurred by them in the performance of their duties.

N. Annual Independent Audit. The Board of Directors shall present to the Member the annual independent audit report performed in accordance with the requirements of the PAAA and generally accepted government auditing standards certified by a firm of independent public accountants selected by the Board. The certified independent public accounting firm that performs the annual independent audit shall report the following:

- (i) the assets and liabilities, including the status of reserve, depreciation, special or other funds including the receipts and payments of such funds, of the Corporation as of the end of the fiscal year;
- (ii) the principal changes in assets and liabilities, including trust funds, during said fiscal period;
- (iii) the revenue or receipts of the Corporation, both unrestricted and restricted to particular purposes during said fiscal period;
- (iv) the expenses or disbursements of the Corporation for both general and restricted purposes, during said fiscal period; and
- (v) a schedule of the bonds and notes of the Corporation outstanding during said fiscal period, including all refinancings, calls, refundings, defeasements, and interest rate exchange or other such agreements, and for any debt issued during the fiscal period, together with a statement of the amounts redeemed and incurred during such fiscal period as a part of a schedule of debt issuance that include the date of issuance, term, amount, interest rate, means of repayment and cost of issuance.

Furthermore, the certified independent public accounting firm that performs the annual independent audit shall report to the Board or designated Board committee the following:

- (i) all critical accounting policies and practices to be used;
- (ii) all alternative treatments of financial information within generally accepted accounting principals that have been discussed with the management of the Corporation, ramifications of the use of such alternative disclosures and treatments, and the treatment preferred by the certified independent public accounting firm;
- (iii) other material written communications between the certified independent public accounting firm and the management of the Corporation, such as the management letter along with management's response or plan of corrective action, material corrections identified or schedule of unadjusted differences, where applicable.

O. Annual Budget. The Board of Directors shall present to the Member the annual budget prepared in accordance with the requirements of the PAAA.

#### IV. COMMITTEES

A. Audit Committee. There shall be an Audit Committee consisting entirely of Independent Directors, who shall be elected by the Directors at each Annual Meeting and shall serve until the next Annual Meeting. To the extent practicable, members of the Audit Committee should be familiar with corporate financial and accounting practices. The Audit Committee shall recommend to the Board the hiring of a certified independent accounting firm in compliance with the Public Authorities Law of New York State to conduct the annual independent audit, establish the compensation to be paid to the accounting firm and provide direct oversight of the performance of the annual independent audit

B. Governance Committee. There shall be a Governance Committee consisting entirely of Independent Directors, who shall be elected by the Directors at each Annual Meeting and shall serve until the next Annual Meeting. The Governance Committee shall keep the Board informed of current best governance practices, review corporate governance trends, update the Corporation's governance principles, and advise the Board on the skills and experience required of potential Directors.

C. Finance Committee. There shall be a Finance Committee consisting entirely of Independent Directors, who shall be elected by the Directors at each Annual Meeting and shall serve until the next Annual Meeting. The Finance Committee shall keep the Board informed of current best financial practices, review debt to be issued by the Corporation, update the Corporation's financial principles, and advise the Board on the skills and experience required of potential Directors.

D. Other Standing Committees. The Board of Directors, by resolution adopted by a majority of the entire Board, may designate from among its members other standing committees consisting of three (3) or more Directors, which can make recommendations to the entire Board. The standing committees shall have such authority as the Board shall by resolution provide, except that no such committee shall have authority as to the following matters:(a) the submission to the Member of any action requiring Member approval under the law;

(b) the filling of vacancies in the Board or in any committee;

(c) the amendment or repeal of the By laws, or the adoption of new By laws;

or

(d) the amendment or repeal of any resolution of the Board which by its terms, shall not be so amendable or repealable.

F. Special Committees. The Board of Directors may designate special committees, each of which shall consist of such persons and shall have such authority as is provided in the resolution designating the committee.

G. Meetings. Meetings of committees shall be held at such time and place as shall be fixed by the Chair of the Board or the chair of such committee or by vote of a majority of all the members of the committee. Notice of such meetings shall be given in accordance with the New

York Open Meetings Law. All meetings shall be conducted in accordance with the New York Open Meetings Law.

H. Quorum and Manner of Acting. Unless otherwise provided by resolution of the Board, a majority of all of the members of a committee shall constitute a quorum for the transaction of business and the vote of a majority of all of the members of the committee shall be the act of the committee.

The procedures and manner of acting of the committees of the Board shall be subject at all times to the direction of the Board.

I. Tenure of Members of Committees of the Board. Each committee of the Board and every member thereof shall serve at the pleasure of the Board.

J. Alternate Members. The Board may designate one (1) or more members as alternate members of any standing committee of the Board, who may replace any absent member or members at any meeting of such committee.

## **V. BOARD OFFICERS**

A. Officers. The Officers of the Corporation's Board shall be a Chair, one (1) or more Vice Chairs, a Treasurer, a Secretary and/or such other officers as the Board may in its discretion determine. Any two (2) or more offices may be held by the same person, except the offices of Chair and Secretary.

B. Term of Office and Qualifications. Those officers whose titles are specifically mentioned in Section 1 of this Article V shall be elected by the Board at its Annual Meeting. Unless a shorter term is provided in the resolution of the Board electing such officer, the term of office of each officer shall extend to the next Annual Meeting and until the officer's successor is elected and qualified.

C. Additional Officers. Additional officers may be elected for such period, have such authority and perform such duties, either in an administrative or subordinate capacity, as the Board may from time to time determine.

D. Removal of Officers. Any officer may be removed by the Board with or without cause at any time.

E. Resignation. Any officer may resign his or her position as an officer at any time by giving written notice to the Board, to the Chair or to the Secretary. Any such resignation shall take effect at the time specified therein, or, if no time be specified, then upon delivery.

F. Vacancies. A vacancy in any office shall be filled by the Board.

G. Chair. The Chair shall preside at all meetings of the Board at which the Chair is present. In the absence or incapacity of the Chief Executive Officer of the Corporation or the Chief Financial Officer, and except as otherwise authorized by resolution of the Board, the Chair shall execute all agreements, contracts, deeds, and any other instruments of the Corporation. At

each meeting, the Chair shall submit recommendations and information as he or she may consider proper concerning the business, affairs, the bonds, the notes, the loans, the projects and facilities of the Corporation, the economic benefits to be conferred on project applicants and occupants, and the policies of the Corporation. Nothing in this provision shall be construed as granting the Chair the exclusive right to bring matters before the Corporation for consideration.

H. Vice Chairs. In the absence or incapacity to act of the Chair, or if the office of Chair be vacant, the Vice Chair or, if there be more than one Vice Chair, the Vice Chairs in order of seniority as determined by the Board, shall preside at all meetings of the Board, and shall perform the duties and exercise the powers of the Chair, subject to the right of the Board from time to time to extend or confine such powers and duties or to assign them to others. Each Vice Chair shall have such powers and shall perform such other duties as may be assigned by the Board or the Chair.

I. Treasurer. The Treasurer shall, if required by the Board, obtain a bond for the faithful discharge of his or her duties, in such sum and with such sureties as the Board shall require. The Treasurer shall oversee the Chief Financial Officer of the Corporation and shall review all the books and accounts of the Corporation and shall advise the Chief Financial Officer of the Corporation with respect to the charge, custody and investment of all funds and securities of the Corporation, and the Treasurer shall ensure the proper deposit by the Chief Financial Officer of the Corporation all such funds in the name of and to the credit of the Corporation in such banks, trust companies, or other depositories as shall be selected by the Board. The Treasurer shall also perform all other duties customarily incident to the office of Treasurer and such other duties as from time to time may be assigned by the Board.

J. Assistant Treasurer. The Assistant Treasurer shall carry out the duties of the Treasurer in the absence of the Treasurer.

K. Secretary. It shall be the duty of the Secretary to act as secretary of all meetings of the Board, and to keep the minutes of all such meetings in a proper book or books to be provided for that purpose; the Secretary shall see that all notices required to be given by the Corporation are duly given and served; the Secretary shall keep a current list of the Directors and officers of the Corporation's Board and their residence addresses; the Secretary shall be custodian of the seal of the Corporation and shall affix the seal, or cause it to be affixed, to all agreements, documents and other papers requiring the same. The Secretary shall have custody of the minute book containing the minutes of all meetings of Directors, the Audit Committee, the Governance Committee, the Finance Committee and any other committees which may keep minutes, and of all other contracts and documents which are not in the custody of the Treasurer of the Corporation, or in the custody of some other person authorized by the Board to have such custody.

L. Assistant Secretary. The Assistant Secretary shall carry out the duties of the Secretary in the absence of the Secretary.

M. Appointed Officers. The Board may delegate to any officer or committee the power to appoint and to remove any subordinate officer, agent or employee.

## **VI. EXECUTIVE OFFICERS AND OTHER PERSONNEL**

A. Chief Executive Officer. The Corporation shall appoint a Chief Executive Officer by resolution, which resolution shall set the Chief Executive Officer's annual compensation.

B. Duties and Responsibilities of Chief Executive Officer. The Chief Executive Officer shall report to the Chair of the Board of the Corporation and he or she shall have general supervision and management of the Corporation and all Corporation staff and employees shall report directly to the Chief Executive Officer. Except as may otherwise be authorized by a resolution adopted by the Board, the Chief Executive Officer shall:

(a) execute all agreements, bonds, notes, contracts, agreements, deeds, leases and any other instruments of the Corporation;

(b) sign all financial instruments and checks;

(c) cosign all purchase orders and instruments and checks over certain dollar thresholds as may be established from time to time by the Board (said instruments may be countersigned by the Chief Financial Officer, or other officer or Director as shall be designated by the Board);

(d) prepare the annual budget of the Corporation with the consultation and cooperation of the Audit Committee, the Chief Financial Officer and Deputy Financial Officer for submission to the Board for approval; and

(e) sign all purchase orders, under the direction of the board by resolution and the Chief Financial Officer.

Furthermore, the Chief Executive Officer shall assist the Chair with such matters as the Chair or the Board may request in furtherance of the Corporation's public purposes. The Chief Executive Officer shall be charged with leading the Corporation in carrying out its Mission Statement and fulfilling its public purposes. The Chief Executive Officer shall also perform all other duties customarily incident to the office of a Chief Executive Officer of a local development corporation and local public authority of the State of New York and such other duties as from time to time may be assigned by the Board.

C. Chief Financial Officer. The Corporation shall appoint a Chief Financial Officer by resolution, which resolution shall set the Chief Financial Officer's annual compensation.

D. Duties and Responsibilities of Chief Financial Officer. In the absence or incapacity of the Chief Executive Officer, the Chief Financial Officer shall exercise the duties and responsibilities of the Chief Executive Officer. Except as may otherwise be authorized by a resolution of the Board, if the office of the Chief Executive shall be vacant the Chief Financial Officer of the Corporation shall be the Acting Chief Executive Officer of the Corporation until such time as the Board has appointed a replacement Chief Executive Officer. The Chief Financial Officer of the Corporation shall assist the Chief Executive Officer in the carrying out of the Corporation's purposes and in fulfillment of the Corporation's public purposes. The Chief Financial Officer shall oversee the maintenance of the books and accounts of the Corporation.

The Chief Financial Officer shall also perform all other duties customarily incident to the office of a Chief Financial Officer of a public benefit corporation and public authority of the State of New York and such other duties as from time to time may be assigned by the Board. The Chief Financial Officer shall be the Chief Compliance Officer of the Corporation for purposes of ensuring that the Corporation is in full compliance with all provisions of the PAAA applicable to the Corporation. The Chief Financial Officer shall prepare and distribute all annual reports required by the PAAA and as may otherwise be required by the Office of the Comptroller of the State of New York. The Chief Financial Officer of the Corporation, shall assist the Chief Executive Officer, Deputy Financial Officer and Chair in preparing the annual budget of the Corporation for submission to the Board for approval and he or she shall distribute all copies of the annual budget of the Corporation to all persons required by the PAAA. The Chief Financial Officer shall assist the Audit Committee of the Board in carrying out their functions. The Chief Financial Officer of the Corporation shall be the Contracting Officer of the Corporation for the disposition of real and personal property in accordance with the provisions of the PAAA. The Chief Financial Officer shall be the Freedom of Information Officer of the Corporation in accordance with the provisions of the New York State Freedom of Information Law, Article 6 of the New York Public Officers Law.

E. Deputy Financial Officer. The Corporation may appoint a Deputy Financial Officer by Resolution, which resolution shall set the Deputy Financial Officer's Annual compensation.

F. Duties and Responsibilities of Deputy Financial Officer. The Deputy Financial Officer shall be the assistant to the Chief Financial Officer of the Corporation. The Deputy Financial Officer of the Corporation shall assist the Chief Executive Officer and Chief Financial Officer in carrying out the Corporation's purposes to fulfill the Corporation's public purposes under the PAA. The Deputy Financial Officer shall keep and maintain the books and accounts of the Corporation and shall have charge and custody of, and be responsible for, all funds and securities of the Corporation, and shall deposit all such funds in the name of and to the credit of the Corporation in such banks, trust companies, or other depositories as shall be selected by the Board. The Deputy Financial Officer shall pay out and disburse such moneys under the direction of the Chief Executive Officer and the Chief Financial Officer. All such purchase orders and instruments and checks over certain dollar threshold as may be established from time to time by the Board shall be signed by the Chief Executive Officer or the Chief Financial Officer of the Board, or other officer or Director as shall be designed by the Board. The Deputy Financial Officer of the Corporation shall assist the Chief Executive Officer and Chief Financial Officer of the Corporation in the preparation of the annual budget of the Corporation for submission to the Board for approval.

G. Compliance Officer. The Corporation shall appoint a Compliance Officer by resolution, who may be the Chief Financial Officer, or any other employee of the Corporation. The Compliance Officer shall be responsible for insuring that the Corporation complies with all financial and other reporting requirements imposed by law, including those requirements in the General Municipal Law and the Public Authorities Law of New York State. The Compliance Officer shall be the "Contracting Officer" (as such term is defined in Section 2895 of New York's Public Authorities Law).



H. Additional Personnel. The Corporation may from time to time employ such personnel as the Corporation, upon the recommendation of the Chief Executive Officer, deems necessary to exercise the Corporation's powers, duties and functions as prescribed by the PAAA and all other laws of the State of New York applicable thereto. The selection and compensation of all personnel shall be determined by the Corporation subject to the laws of the State of New York.

I. Municipal Personnel. The Corporation may, with the consent of the Town, use the agents, employees and facilities of the Town. In such event, the Corporation will, by resolution, enter into a contract with the Town providing the terms upon which the Town will provide the use of its agents, employees and facilities to the Corporation and the compensation, if any, that the Corporation shall pay to the Town for the use by the Corporation of the Town's agents, employees and facilities.

## **VII. CONTRACTS, CHECKS, DRAFTS AND BANK ACCOUNTS**

A. Execution of Contracts. The Board, except as in these By-Laws otherwise provided, may authorize any officer or officers, agent or agents, in the name of and on behalf of the Corporation to enter into any contract or execute and deliver any instrument, and such authority may be general or confined to specific instances; but, unless so authorized by the Board, or expressly authorized by these By-Laws, no officers, agent or employee shall have any power or authority to bind the Corporation by any contract or engagement or to pledge its credit or to render it liable pecuniarily in any amount for any purpose.

B. Loans. No loans shall be contracted on behalf of the Corporation unless specifically authorized by the Board.

C. Checks, Drafts, etc. All checks, drafts and other orders for the payment of money out of the funds of the Corporation, and all notes or other evidences of indebtedness of the Corporation, shall be signed on behalf of the Corporation in such manner as shall from time to time be determined by these By-Laws or by resolution of the Board.

D. Deposits. All funds of the Corporation not otherwise employed shall be deposited from time to time to the credit of the Corporation in such banks, trust companies or other depositories as the Board may select or in the absence of such selection by the Board, as selected by the Chief Executive Officer in consultation with the Chief Financial Officer and Deputy Financial Officer.

## **VIII. INDEMNIFICATION AND INSURANCE**

A. Authorized Indemnification. Unless clearly prohibited by law or Section 2 of this Article VIII, the Corporation shall indemnify any person ("Indemnified Person") made, or threatened to be made, a party in any action or proceeding, whether civil, criminal, administrative, investigative or otherwise, including any action by or in the right of the Corporation, by reason of the fact that he or she (or his or her testator or intestate), whether before or after adoption of this Section, (a) is or was a Director or officer of the Corporation, or (b) in addition is serving or served, in any capacity, at the request of the Corporation, as a Director or officer of any other corporation, or any partnership, joint venture, trust, employee

benefit plan or other enterprise. The indemnification shall be against all judgments, fines, penalties, amounts paid in settlement (provided the Corporation shall have consented to such settlement) and reasonable expenses, including attorneys' fees and costs of investigation, incurred by an Indemnified Person with respect to any such threatened or actual action or proceeding, and any appeal thereof.

B. Prohibited Indemnification. The Corporation shall not indemnify any person if a judgment or other final adjudication adverse to the Indemnified Person (or to the person whose actions are the basis for the action or proceeding) establishes, or the Board in good faith determines, that such person's acts were committed in bad faith or were the result of active and deliberate dishonesty and were material to the cause of action so adjudicated or that he or she personally gained in fact a financial profit or other advantage to which he or she was not legally entitled.

C. Advancement of Expenses. The Corporation shall, on request of any Indemnified Person who is or may be entitled to be indemnified by the Corporation, pay or promptly reimburse the Indemnified Person's reasonably incurred expenses in connection with a threatened or actual action or proceeding prior to its final disposition. However, no such advancement of expenses shall be made unless the Indemnified Person makes a binding, written commitment to repay the Corporation, with interest, for any amount advanced for which it is ultimately determined that he or she is not entitled to be indemnified under the law or Section 2 of this Article VIII. An Indemnified Person shall cooperate in good faith with any request by the Corporation that common legal counsel be used by the parties to such action or proceeding who are similarly situated unless it would be inappropriate to do so because of actual or potential conflicts between the interests of the parties.

D. Indemnification of Others. Unless clearly prohibited by law or Section 2 of this Article VIII, the Board may approve Corporation indemnification as set forth in Section 1 of this Article VIII or advancement of expenses as set forth in Section 3 of this Article VIII, to a person (or the testator or intestate of a person) who is or was employed by the Corporation or who is or was a volunteer for the Corporation, and who is made, or threatened to be made, a party in any action or proceeding, by reason of the fact of such employment or volunteer activity, including actions undertaken in connection with service at the request of the Corporation in any capacity for any other corporation, partnership, joint venture, trust, employee benefit plan or other enterprise.

E. Determination of Indemnification. Indemnification mandated by a final order of a court of competent jurisdiction will be paid. After termination or disposition of any actual or threatened action or proceeding against an Indemnified Person, if indemnification has not been ordered by a court the Board shall, upon written request by the Indemnified Person, determine whether and to what extent indemnification is permitted pursuant to these By-Laws. Before indemnification can occur the Board must explicitly find that such indemnification will not violate the provisions of Section 2 of this Article VIII. No Director with a personal interest in the outcome, or who is a party to such actual or threatened action or proceeding concerning which indemnification is sought, shall participate in this determination. If a quorum of disinterested Directors is not obtainable, the Board shall act only after receiving the opinion in

writing of independent legal counsel that indemnification is proper in the circumstances under then applicable law and these By-Laws.

F. Binding Effect. Any person entitled to indemnification under these By-Laws has a legally enforceable right to indemnification, which cannot be abridged by amendment of these By-Laws with respect to any event, action or omission occurring prior to the date of such amendment.

G. Insurance. The Corporation is not required to purchase Directors' and officers' liability insurance, but the Corporation may purchase such insurance if authorized and approved by the Board. To the extent permitted by law, such insurance may insure the Corporation for any obligation it incurs as a result of this Article VIII or operation of law and it may insure directly the Directors, officers, employees or volunteers of the Corporation for liabilities against which they are not entitled to indemnification under this Article VIII as well as for liabilities against which they are entitled or permitted to be indemnified by the Corporation.

H. Nonexclusive Rights. The provisions of this Article VIII shall not limit or exclude any other rights to which any person may be entitled under law or contract. The Board is authorized to enter into agreements on behalf of the Corporation with any Director, officer, employee or volunteer providing them rights to indemnification or advancement of expenses in connection with potential indemnification in addition to the provisions therefore in this Article VIII, subject in all cases to the limitations of Section 2 of this Article VIII.

## **IX. RESERVED**

## **X. COMPENSATION**

A. Reasonable Compensation. It is the policy of the Corporation to pay no more than reasonable compensation for personal services rendered to the Corporation by officers and employees. The Directors shall not receive compensation for fulfilling their duties as Directors, although Directors may be reimbursed for actual out-of-pocket expenses, which they incur in order to fulfill their duties as Directors. Expenses of spouses will not be reimbursed by the Corporation unless the expenses are necessary to achieve a Corporation purpose.

B. Approval of Compensation. The Board must approve in advance the amount of all compensation for officers of the Corporation.

Before approving the compensation of an officer, the Board shall determine that the total compensation to be provided by the Corporation to the officer is reasonable in amount in light of the position, responsibility and qualification of the officer for the position held, including the result of an evaluation of the officer's prior performance for the Corporation, if applicable. In making the determination, the Board shall consider total compensation to include the salary and the value of all benefits provided by the Corporation to the individual in payment for services. At the time of the discussion and decision concerning an officer's compensation, the officer should not be present in the meeting. The Board shall obtain and consider appropriate data concerning comparable compensation paid to similar officers in like circumstances.

The Board shall set forth the basis for its decisions with respect to compensation in the minutes of the meeting at which the decisions are made, including the conclusions of the evaluation and the basis for determining that the individual's compensation was reasonable in light of the evaluation and the comparability data.

## **XI. GENERAL**

A. Books and Records. These shall be kept at the office of the Corporation: (1) correct and complete books and records of accounts; (2) minutes of the proceedings of the Board and the standing and special Committees of the Corporation; (3) a current list of the Directors and the officers of the Corporation and their residence addresses; (4) a copy of these By-Laws; (5) a copy of the Corporation's application for recognition of exemption with the Internal Revenue Service (if applicable); and (6) copies of the past three (3) years' information returns to the Internal Revenue Service (if applicable).

B. Loans to Directors and Officers. No loans shall be made by the Corporation to its Directors or Officers, or to any other company, corporation, firm, association or other entity in which one or more of the Directors or Officers of the Corporation are members, director or officers or hold a substantial financial interest except as allowed by law.

C. Fiscal Year. The fiscal year of the Corporation shall commence on January 1 in each calendar year and shall end on December 31 of each calendar year.

D. Training. All Directors shall participate in training approved by the State of New York regarding their legal, fiduciary, financial and ethical responsibilities as Directors within one (1) year of appointment to the Board. All Directors of the Board shall participate in such continuing training as may be required to remain informed of best practices, regulatory and statutory changes relating to the effective oversight of the management and financial activities of the Corporation and the adhere to the highest standards of responsible governance.

## **XII. AMENDMENTS**

A. Amendments to By-Laws. The By-Laws and the Certificate of Incorporation of the Corporation may be amended or repealed by the Member. At least seven (7) days written notice thereof of the proposed amendments must be provided to the Member.

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Amended January 14, 2020 (to delete Article IX – Conflicts of Interest)

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

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**AGENDA ITEM #12**

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

**COMPANY: N/A**

**PROJECT LOCATION: N/A**

**JOBS (RETAINED/CREATED): N/A**

**INVESTMENT: N/A**

Date: January 11, 2022

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

Present:

Absent:

Recused:

Also Present:

After the meeting had been duly called to order, the Chairman announced that among the purposes of the meeting was to consider and take action on certain matters pertaining to adopting a Property Disposition Policy of the Town of Islip Industrial Development Agency necessary to implement the provisions of the PAAA, as amended.

The following resolution was duly moved, seconded, discussed and adopted with the following members voting:

Voting Aye

Voting Nay

RESOLUTION OF THE TOWN OF ISLIP  
INDUSTRIAL DEVELOPMENT AGENCY ADOPTING  
A PROPERTY DISPOSITION POLICY OF THE TOWN  
OF ISLIP INDUSTRIAL DEVELOPMENT AGENCY  
NECESSARY TO IMPLEMENT THE PROVISIONS OF  
THE PAAA AND THE ACT, AS AMENDED

WHEREAS, by Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 47 of the Laws of 1974 of the State of New York, as amended from time to time (collectively, the “**Act**”), the Town of Islip Industrial Development Agency (the “**Agency**”), was created with the authority and power among other things, to assist with the acquisition of certain industrial development projects as authorized by the Act; and

WHEREAS, the New York State Legislature adopted the Public Authorities Accountability Act of 2005, as amended (the “**PAAA**”), designed to ensure that New York’s public authorities operate more efficiently, more openly, and with greater accountability; and

WHEREAS, the PAAA requires that the Agency adopt policies including a Property Disposition Policy (the “**Property Disposition Policy**”), to comply with the provisions of the PAAA; and

WHEREAS, to carry out the aforesaid purposes, the Agency has the power under the Act to do all things necessary to fulfill its obligations imposed by the PAAA.

NOW, THEREFORE, BE IT RESOLVED by the Agency (a majority of the members thereof affirmatively concurring) as follows:

Section 1. The Agency hereby finds and determines:

(a) By virtue of the Act, the Agency has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act; and

(b) Adopting the Property Disposition Policy will allow the Agency to operate in compliance with the Act and in compliance with the PAAA, and cause the Agency to operate more efficiently, openly and with greater accountability to the residents of the Town.

Section 2. In consequence of the foregoing, the Agency hereby determines to adopt (i) the Property Disposition Policy, a copy of which is attached hereto as Exhibit A and made a part hereof.

Section 3. The Agency hereby undertakes to comply with all other provisions of the PAAA applicable to the Agency as diligently as possible.

Section 4. The Agency is hereby authorized to do all things necessary or appropriate for the accomplishment of the purposes of this resolution, and all acts heretofore

taken by the Agency with respect to such activities are hereby approved, ratified and confirmed.

Section 5. This resolution shall take effect immediately.



STATE OF NEW YORK )

: 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 14th day of January, 2020, with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the Agency and of such resolutions set forth therein and of the whole of said original insofar as the same related to the subject matters therein referred to.

I FURTHER CERTIFY that public notice of the time and place of said meeting was duly given to the public and the news media in accordance with the New York Open Meetings Law, constituting Chapter 511 of the Laws of 1976 of the State of New York, as amended, that all members of said Agency had due notice of said meeting and that said meeting was in all respects duly held.

IN WITNESS WHEREOF, I have hereunto set my hand as of the 11th day of January, 2022.

By: \_\_\_\_\_  
Assistant Secretary

Assistant Secretary

## Exhibit A

### **Town of Islip Industrial Development Agency**

#### **Property Disposition Policy**

In keeping with the policy of maintaining the highest standards of conduct and ethics and to operate in the most accountable and open manner, the Town of Islip Industrial Development Agency (the "Agency") will maintain adequate inventory controls and accountability systems for all Property (as such term is defined below) under its control. Furthermore, the Agency will Dispose (as such term is defined below) of Property in compliance with any applicable Law, Rule or Regulation (as such term is defined below). Failure to follow the provisions of this Property Disposition Policy will result in disciplinary action including possible termination of employment, dismissal from one's board or agent duties and possible civil or criminal prosecution if warranted.

#### **Definitions**

Contracting Officer shall mean the Executive Director of the Agency.

Dispose, Disposed or Disposal shall mean the transfer of title or any other beneficial interest in personal or real property in accordance with Section 2897 of the New York Public Authorities Law.

Law, Rule or Regulation: Any duly enacted statute, or ordinance or any rule or regulation promulgated pursuant to any federal, state or local statute or ordinance.

Property shall mean (a) personal property in excess of five thousand dollars (\$5,000.00) in value, (b) real property, and (c) any inchoate or other interest in such property, to the extent that such interest may be conveyed to another person for any purpose, excluding an interest securing a loan or other financial obligation of another party.

#### **Operative Policy**

##### **Inventory Controls and Accountability Systems**

The Contracting Officer of the Agency shall be responsible for the Agency's compliance with this Property Disposition Policy and the supervision and control of all Property Disposed of by the Agency. In addition, the Contracting Officer shall have the responsibility to insure the Agency operates in compliance with Article 9 Title 5-A of the New York Public Authorities Law, including creating and maintaining adequate inventory controls and accountability systems for all Property under the control of the Agency and periodically inventorying such property to determine which, if any, property should be Disposed by the Agency. The Contracting Officer shall recommend to the Board any Property he or she deems suitable for Disposal.

### Disposition of Property

Unless otherwise authorized by this Policy, the Agency shall Dispose of Property for not less than fair market value ("FMV") by sale, exchange, or transfer, for cash, credit, or other property, with or without warranty, and upon such terms and conditions as the Contracting Officer deems proper. Provided, however, that no disposition of real property, any interest in real property, or any other Property which because of its unique nature is not subject to fair market pricing shall be made unless an appraisal of the value of such Property has been made by an independent appraiser and included in the record of the transaction.

Unless otherwise authorized by this Policy, prior to disposing of Property or entering into a contract for the Disposal of Property, the Agency shall publicly advertise for bids for such Disposal or contract for Disposal. The advertisement for bids shall be made at such a time prior to the Disposal or contract for Disposal, through such methods, and on such terms and conditions as shall permit full and free competition consistent with the value and nature of the Property. Such advertisement shall include the date, time and place the bids will be publicly disclosed by the Agency. The Agency shall award the contract with reasonable promptness to the most responsible bidder whose bid, conforming to the invitation for bids, is most advantageous to New York State (the "State"), price and other factors considered; provided, however, that Agency reserves the right to reject all such bids when it is in the public interest to do so.

The Agency may Dispose of Property or enter into contracts for the disposal of Property via negotiation or public auction without regard to the two (2) paragraphs immediately above, but subject to obtaining such competition as is feasible under the circumstances, if:

- (i) the personal property involved is of a nature and quantity which, if Disposed of under the first two (2) paragraphs of this section, would adversely affect the state or local market for such Property, and the estimated FMV of such Property and other satisfactory terms of the Disposal can be obtained by negotiation;
- (ii) the FMV of the Property does not exceed fifteen thousand dollars (\$15,000.00);
- (iii) bid prices after advertising therefore are not reasonable, either as to all or some part of the Property, or have not been independently arrived at in open competition;
- (iv) the Disposal is to the State or any political subdivision of the State, and the estimated FMV of the Property and other satisfactory terms of the Disposal are obtained by negotiation;
- (v) the Disposal is for an amount less than the estimated FMV of the Property, the terms of such Disposal are obtained by public auction or negotiation, the Disposal of the Property is intended to further the public health, safety or welfare or an economic development interest of the State or a political subdivision of the State, including but not limited to, the prevention or

remediation of a substantial threat to public health or safety, the creation or retention of a substantial number of job opportunities, or the creation or retention of a substantial source of revenues, and the purpose and terms of the Disposal are documented in writing and approved by resolution of the Board; or

- (vi) such Disposal or related action is otherwise authorized by law.

The Agency shall file an explanatory statement with the comptroller, the director of the division of budget, the commissioner of general services and the legislature not less than ninety (90) days before the Agency Disposes the Property if the Property is personal property in excess of \$15,000, or real property that has a fair market value in excess of \$100,000. When the Property is Disposed by lease (or exchange), then the Agency shall file an explanatory statement when the Property is real property leased for a term of five (5) years or less with an estimated fair annual rent exceeding one-hundred thousand (\$100,000.00) in any given year, real property leased for a term greater than five (5) years with an estimated fair annual rent exceeding one-hundred thousand (\$100,000.00) for the entire lease term; or any real property or real and related personal property Disposed of by exchange, regardless of value, or any property any part of the consideration for which is real property.

### Reporting Requirements

#### Annual Report

The Agency shall publish, at least annually, an Annual Report (the "Annual Report") listing all Property consisting of real property of the Agency. In addition, the Annual Report shall include a list and full description of all Property consisting of real and personal property Disposed of during such period covered by the Annual Report. The Annual Report shall include the price received by the Agency for the Property, in addition to the name of the purchaser for all such Property sold by the Agency during such period covered by the Annual Report.

The Agency shall deliver copies of the Annual Report with the comptroller, the director of the division of budget, the commissioner of general services and the legislature, and to the extent practicable, post such Annual Report on its website.

#### Property Disposition Policy

The Agency shall review and approve this Property Disposition Policy annually by resolution of the Board. On or before March 31 of each year, the Agency shall file with the Comptroller a copy of its Property Disposition Policy, including the name of the Contracting Officer appointed by the Agency. Upon such filing with the comptroller, the Agency shall post its Property Disposition Policy on its website.

Adopted:

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

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**AGENDA ITEM #13**

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

**COMPANY: N/A**

**PROJECT LOCATION: N/A**

**JOBS (RETAINED/CREATED): N/A**

**INVESTMENT: N/A**

January 11, 2022

WHEREAS, the Town of Islip Industrial Development Agency (the Agency) is duly established under Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 47 of the Laws of 974 of the State of New York, as amended; and

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

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

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

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

NOW THEREFORE, on motion of

Seconded by

be it approved

RESOLVED, that the Chairman, or his designee, has authorized the Agency to adopt and abide by the Travel Authorization and Mileage Reimbursement guidelines as outlined in the Town of Islip's Administrative Procedures Manual, Section 303, subject to approval of the Agreement by the Town Attorney as to form.

UPON a vote taken the result was:

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

**No. 3**

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

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

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**Meeting of the Town of Islip Foreign Trade Zone Board.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA.

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

**Brad Hemingway**

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

enclosure:

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

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

January 11, 2022

1. Meeting called to order;
2. Approval of the minutes from December 14, 2021 meeting of Town of Islip Foreign Trade Zone Board;
3. Authorization to assign Sublease of 2 Roebling Court, Ronkonkoma, New York 11779, also known as Parcel 12 to 34 Lamar Street LLC with offices at 21 Gear Avenue, Lindenhurst, New York 11757;
4. Adjournment;





TOWN OF ISLIP  
FOREIGN TRADE ZONE AUTHORITY

Brad Hemingway  
Executive Director

Jaime Martinez  
Deputy Director

December 14, 2021

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

**Item number one** is a meeting of the Town of Islip Foreign Trade Zone Authority. The meeting called to order at 2:28 P.M., on motion by James O'Connor, seconded by Mary Kate Mullen, and unanimously approved. Meeting took place at 655 Main Street, Islip, New York, 11751.

**Board Members Present**

Trish Bergin  
John Cochrane Jr.  
Mary Kate Mullen  
James O'Connor

**Officers Present**

Angie M. Carpenter, Chair  
Thomas Hemingway III, Executive Director  
Jaime Martinez, Treasurer (Not Present)  
Shelly LaRose-Arken, Vice President and Secretary

**Item number two** is approval of the minutes from previous Town of Islip Foreign Trade Zone Board meeting on October 19, 2021. Motion to approve the minutes by John Cochrane Jr., seconded by James O'Connor, and approved by all.

**Item number three** authorization to renew the landscape maintenance contract with Milano Brother Landscape & Design for a period of one year. This is the final year in the contract. With no questions asked a motion to approve made by Trish Bergin, seconded by Mary Kate Mullen and approved by all.

**Item number four** authorization to enter into a cleaning and janitorial service agreement with Odds & Ends LLC for one year with an option to renew for an additional year. This would allow the FTZ to have a service from January 1, 2022 to December 31, 2022 with an option to renew the following year 2023 with the same period. With no questions asked a motion to approve made by John Cochrane Jr., seconded by Trish Bergin and approved by all.

With no further business, **Item number five** is adjournment of the Foreign Trade Zone Board meeting. A motion by Chair Angie Carpenter, seconded by James O'Connor and approved by all at 2:29 P.M.

Jaime Martinez, Treasurer

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

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**INSTRUCTIONS:** All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

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**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 to assign Sublease of 2 Roebling Court, Ronkonkoma, New York 11779, also known as Parcel 12 to 34 Lamar Street LLC with offices at 21 Gear Avenue, Lindenhurst, New York 11757;

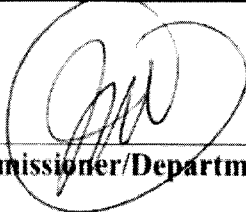
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**SPECIFY WHERE APPLICABLE:**

1. Entity or individual benefitted by resolution: Islip Foreign Trade Zone Authority
  2. Site or location effected by resolution: 2 Roebling Ct., Ronkonkoma, NY 11779
  3. Cost: NA
  4. Budget Line: NA
  5. Amount and source of outside funding: NA
- 

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

- ☐ Type 1 action under 6 NYCRR, Section 617.4(b), number \_\_\_\_\_. Full EAF required.
- ☒ Type 2 action under 6 NYCRR, Section 617.5(c), number 32. SEQR review complete.
- ☐ Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
- 

  
Signature of Commissioner/Department Head Sponsor

Date

1/5/22

January 11, 2022

WHEREAS, the Town of Islip is the owner of 52 acres of land adjacent to Long Island MacArthur Airport and commonly known as the Islip Town Foreign Trade Zone; and

WHEREAS, the Town of Islip Foreign Trade Zone Authority entered into a certain sublease agreement dated January 11, 2018 (the "Sublease") for the demised land, as described in the Sublease, with NLSS, LLC, more commonly known as Parcel 12.

WHEREAS, the interest in said Sublease was assigned by NLSS, LLC to CS One Realty LLC by a certain assignment dated May 20, 2020 with the written consent of the Islip Foreign Trade Zone Authority.

WHEREAS CS One Realty, LLC has agreed to sell its rights, title and interest in and to the Sublease, Parcel 12, to 34 Lamar Street LLC with offices at 21 Gear Avenue, Lindenhurst, New York 11757 (the "Purchaser").

WHEREAS, in furtherance of the Sublease, CS One Realty , LLC has requested the Foreign Trade Zone Authority consent to the assignment of its Tenant's right, title and interest in and to the Sublease to the Purchaser.

WHEREAS, the Foreign Trade Zone Authority is willing to consent to the assignment of the Sublease subject to terms and conditions and documents that are acceptable to the Foreign Trade Zone Authority and the Town Attorney.

THEREFORE, on motion of \_\_\_\_\_, seconded by \_\_\_\_\_; be it

RESOLVED, the Town of Islip Foreign Trade Zone Board authorizes the Executive Director to execute the assignment of lease, upon such terms are acceptable by the Town Attorney, and any and all documents in the opinion of the Islip Town Attorney or his designee, are necessary for, and appropriate to, implementing the aforementioned action.

Upon a vote being taken, the result was:

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

**No. 4**

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

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

---

**Authorization for the Comptroller to make all budget adjustments that are deemed necessary to reconcile and close the books to reflect the 2021 operations for the Town of Islip.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA.

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

**Joseph Ludwig**

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

enclosure:

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

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

---

**INSTRUCTIONS:** All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

---

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

Resolution authorizes the Comptroller to make any and all budget adjustments and journal entries in order to properly reflect the 2021 operations for the Town of Islip.

---

**SPECIFY WHERE APPLICABLE:**

1. Entity or individual benefitted by resolution: Town of Islip
  2. Site or location effected by resolution: N/A
  3. Cost: None
  4. Budget Line: Various - as needed
  5. Amount and source of outside funding: N/A
- 

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

- ☐ Type 1 action under 6 NYCRR, Section 617.4(b), number \_\_\_\_\_. Full EAF required.
- ☒ Type 2 action under 6 NYCRR, Section 617.5(c), number 26. SEQR review complete.
- ☐ Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
- 

\_\_\_\_\_  
Signature of Commissioner/Department Head Sponsor

\_\_\_\_\_  
Date

January 11, 2022

WHEREAS, the Town of Islip's 2021 fiscal year ended on December 31, 2021 and:

WHEREAS, there is activity that occurs subsequent to the calendar year end and is related to the 2021 fiscal year; and

WHEREAS, the recording of this activity in the proper period is essential in order to provide the most accurate financial picture of the Town, and;

WHEREAS, to properly record these transactions, adjustments to the operating revenue and/or expenditure budgets of the various funds of the Town might be required.

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

RESOLVED, that the Comptroller is hereby authorized to make all budget adjustments that are deemed necessary to reconcile and close the books for the fiscal year ending December 31, 2021.

Upon a vote being taken, the result was:

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

**No. 5**

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

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

---

**Bid Awards.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA.

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

**Michael Rand**

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

enclosure:

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

**BIDS TO BE AWARDED**  
**JANUARY 11, 2022**

- |    |  |   |
|----|--|---|
| 1. | LANDFILL LEACHATE PIPING, PUMP CHAMBERS<br>AND STORAGE TANKS | -Tully Environmental  |
| 2. | KOMATSU EQUIPMENT, ENGINE REPAIRS<br>& PARTS                 | -Komatsu American   |
| 3. | MASSEY FEREGUSON TRACTOR REPAIRS                             | -All Island Equipment   |
| 4. | JANITORIAL SUPPLIES  | <ul style="list-style-type: none"><li>-American Paper &amp;<br/>Supply</li><li>-Interboro Packaging</li><li>-Imperial Bag &amp; Paper</li><li>-Ocean Janitorial<br/>Supply</li><li>-Amity Vacuum</li><li>-Unipak</li><li>-Cooperfriedman<br/>Elec. Supply</li><li>d/b/a Cooper Elec.<br/>Supply</li><li>-Central Poly</li><li>-United Sales USA</li><li>-Miller Wiping Rags</li></ul> |



NO: 1 CLEANING OF LANDFILL LEACHATE PIPING, PUMP CHAMBERS  
& STORAGE TANKS

BID PRICE: Various Prices as per Bid Items #1, 2  
OPTIONAL SERVICES - #3, 4, 5

LOWEST RESPONSIBLE BIDDER: Tully Environmental, Inc.

COMPETITIVE BID: Yes – November 3, 2021

BUDGET ACCOUNT NUMBER: A8162.4-4126

ANICIPATED EXPENDITURE: \$20,000.00

DEPARTMENT: Environmental Control

JUSTIFICATION OF NEED: Need to keep side-risers, pump chambers and  
storage tanks clean and operational.

NO: 2 KOMATSU EQUIPMENT, ENGINE REPAIRS & PARTS

BID PRICE: Various Prices as per Bid Items #A through D

LOWEST RESPONSIBLE BIDDER: Komatsu America Corp.

COMPETITIVE BID: Yes – October 27, 2021 (1<sup>st</sup> Advertisement)  
December 8, 2021 (2<sup>nd</sup> Advertisement)

BUDGET ACCOUNT NUMBER: A8170.4-4120

ANTICIPATED EXPENDITURE: \$100,000.00

DEPARTMENT: Environmental Control

JUSTIFICATION OF NEED: Equipment needs to be repairs and maintained.

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

NO: 3 MASSEY FERGUSON TRACTOR REPAIRS

BID PRICE: A. 0%/disc. (parts)  
B. \$190.00/hr. (labor)

LOWEST RESPONSIBLE BIDDER: All Island Equipment

COMPETITIVE BID: Yes – November 3, 2021 First Advertisement  
December 8, 2021 Second Advertisement

BUDGET ACCOUNT NUMBER: DB 1640.4-4120

ANTICIPATED EXPENDITURE: \$10,000.00

DEPARTMENT: Public Works

JUSTIFICATION OF NEED: To repair and maintain Town-owned tractors.

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: 4 JANITORIAL SUPPLIES

BID PRICE: Various Prices as per Bid Items #1 through 104

LOWEST RESPONSIBLE BIDDERS: American Paper & Supply  
Interboro Packaging  
Imperial Bag & Paper Co.  
Ocean Janitorial Supply  
Amity Vacuum, Inc.  
Unipak Corp.  
Cooperfriedman Elec. Supply  
d/b/a Cooper Electric Supply  
Central Poly Corp.  
United Sales USA Corp.  
Mill Wiping Rags, Inc.

COMPETITIVE BID: Yes – October 27, 2021

BUDGET ACCOUNT NUMBER: A1620.4-1500

ANTICIPATED EXPENDITURE: \$80,000.00

DEPARTMENT: Public Works

JUSTIFICATION OF NEED: To provide cleaning supplies to be used for  
various Town facilities.

NO: 1 CLEANING OF LANDFILL LEACHATE PIPING, PUMP CHAMBERS  
& STORAGE TANKS

BID PRICE: Various Prices as per Bid Items #1, 2  
OPTIONAL SERVICES - #3, 4, 5

LOWEST RESPONSIBLE BIDDER: Tully Environmental, Inc.

COMPETITIVE BID: Yes – November 3, 2021

BUDGET ACCOUNT NUMBER: A8162.4-4126

ANICIPATED EXPENDITURE: \$20,000.00

DEPARTMENT: Environmental Control

JUSTIFICATION OF NEED: Need to keep side-risers, pump chambers and  
storage tanks clean and operational.

WHEREAS, the Town solicited competitive bids the CLEANING OF LANDFILL LEACHATE PIPING, PUMP CHAMBERS AND STORAGE TANKS; CONTRACT#1121-232; and

WHEREAS, on November 3, 2021 sealed bids were opened and Tully Environmental, Inc., 127-50 Northern Blvd., Flushing, NY 11368 submitted the apparent low dollar bid; and

WHEREAS, Tully Environmental, Inc. has been determined to be a responsible bidder.

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

RESOLVED, that the Town Board of the Town of Islip hereby award the contract to Tully Environmental, Inc. in the amount of various prices as per bid items #1, 2; Optional Services: #3, 4, 5 for two (2) years from date of award with the Town's option to renew for one (1) additional year under the same terms and conditions.

Upon a vote being taken, the result was:

CLEANING OF LANDFILL LEACHATE  
PIPING, PUMP CHAMBERS & STORAGE  
TANKS

CONTRACT # 1121-232

DATE: NOVEMBER 3, 2021

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 # A8162.4-4126 ESTIMATED AMOUNT \$20,000.00

TULLY ENVIRONMENTAL INC  
127-50 NORTHERN BLVD  
FLUSHING NY 11368

award - items #1; Optional Services - 3, 5  
SEE ATTACHED SHEET

PRECISION IND MAINT INC  
1710 ERIE BLVD  
SCHENECTADY NY 12308

SEE ATTACHED SHEET

AARCO ENVIRONMENTAL SRV  
50 GEAR AVE  
LINDENHURST NY 11757

CLEAR RIVER ENVIR. SERVICE  
847 11th STREET  
RONKONKOMA NY 11779


SEE ATTACHED SHEET

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

COMMISSIONER M. BELLOW CONCURS.

SIGNED BY:

  
MICHAEL RAND  
DIRECTOR

  
BARBARA MALTESE  
PRINCIPAL OFFICE ASSISTANT

LEACHATE PIPING,PUMP	CLEAR	PRECISION	TULLY
CHAMBERS & TANK STORAGE	RIVER	IND. MAINT.	ENVIRONMENTAL
TAB 2021			
CONTRACT #1121-232			
ITEM #			
1. Equipment/manpower	\$4,600.00/day	\$5,900.00/day	\$3874.78/day
2. Mobilize/demobilize,etc	\$0.00	\$4,500.00	N/A
OPTIONAL SERVICES			
3. Clean one (1) tank	\$8,400.00	\$6,500.00	\$8,402.25
4. Mobilization/Dem.Televis	\$0.00	\$1,600.00	N/A
5. Televis Side Riser	\$2,350.00	\$2,900.00	\$2,970.04

s/leachate piping, pump  
chambers & tank storage  
tab 2021



NO: 2 KOMATSU EQUIPMENT, ENGINE REPAIRS & PARTS

BID PRICE: Various Prices as per Bid Items #A through D

LOWEST RESPONSIBLE BIDDER: Komatsu America Corp.

COMPETITIVE BID: Yes – October 27, 2021 (1<sup>st</sup> Advertisement)  
December 8, 2021 (2<sup>nd</sup> Advertisement)

BUDGET ACCOUNT NUMBER: A8170.4-4120

ANTICIPATED EXPENDITURE: \$100,000.00

DEPARTMENT: Environmental Control

JUSTIFICATION OF NEED: Equipment needs to be repairs and maintained.

PLEASE NOTE: This bid was advertisement 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 KOMATSU EQUIPMENT, ENGINE REPAIRS & PARTS, CONTRACT #1121-230A; and

WHEREAS, the bid was advertised twice and opened on December 8, 2021; and

WHEREAS, Komatsu America Corp., 4 Executive Drive, Yonkers, NY 10701 submitted the only bid for this contract; and

WHEREAS, Komatsu America 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 Komatsu America Corp. in the amount of various prices as per bid items #A through D for two (2) years from date of award with the Town's option to renew for one (1) additional year under the same terms and conditions.

Upon a vote being taken, the result was:

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 # A8170.4-4120 ESTIMATED AMOUNT \$100,000.00

KAMATSU AMERICA CORP  
4 EXECUTIVE DRIVE  
YONKERS NY 10701

(THIS BID WAS ADVERTISED TWICE)

A. 0%/disc. (Parts)

B. \$205.73/hr. (@ Holbrook Shop); \$216.55/Town Fac.

C. \$216.55/hr. Travel Time On-Site Work


D. \$4.30/hr. (Mileage Charge for On-Site Work)

TRUIS INC  
P O BOX 158  
458 JOHNSON AVENUE  
BOHEMIA NY 11716

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

COMMISSIONER M. BELLOW CONCURS.

SIGNED BY:

  
MICHAEL RAND  
DIRECTOR

  
BARBARA MALTESE  
PRINCIPAL OFFICE ASSISTANT

NO: 3 MASSEY FERGUSON TRACTOR REPAIRS

BID PRICE: A. 0%/disc. (parts)  
B. \$190.00/hr. (labor)

LOWEST RESPONSIBLE BIDDER: All Island Equipment

COMPETITIVE BID: Yes – November 3, 2021 First Advertisement  
December 8, 2021 Second Advertisement

BUDGET ACCOUNT NUMBER: DB 1640.4-4120

ANTICIPATED EXPENDITURE: \$10,000.00

DEPARTMENT: Public Works

JUSTIFICATION OF NEED: To repair and maintain Town-owned tractors.

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 MASSEY FERGUSON TRACTOR REPAIRS, CONTRACT # 1221-174A; and

WHEREAS, the bid was advertised twice and opened on December 8, 2021; and

WHEREAS, All Island Equipment, 39 Jersey St., W. Babylon, NY 11704 submitted the only bid for this contract; and

WHEREAS, All Island Equipment 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 All Island Equipment in the amount of: 1. 0%/disc. (parts); 2. \$190.00/hr. (labor) for one (1) year from date of award with the Town's option to renew for one (1) additional year under the same terms and conditions.

Upon a vote being taken, the result was:

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

(THIS BID WAS ADVERTISED TWICE)

ALL ISLAND EQUIPMENT  
39 JERSEY STREET  
W BABYLON NY 11704


1. 0%/disc. (parts)
2. \$190.00/hr. (labor)

JESCO INC  
110 JEFERYN BLVD EAST  
DEER PARK NY 11729

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

SIGNED BY:

  
MICHAEL RAND  
DIRECTOR

  
BARBARA MALTESE  
PRINCIPAL OFFICE ASSISTANT

NO: 4 **JANITORIAL SUPPLIES**

BID PRICE: Various Prices as per Bid Items #1 through 104

LOWEST RESPONSIBLE BIDDERS: American Paper & Supply  
Interboro Packaging  
Imperial Bag & Paper Co.  
Ocean Janitorial Supply  
Amity Vacuum, Inc.  
Unipak Corp.  
Cooperfriedman Elec. Supply  
d/b/a Cooper Electric Supply  
Central Poly Corp.  
United Sales USA Corp.  
Mill Wiping Rags, Inc.

COMPETITIVE BID: Yes – October 27, 2021

BUDGET ACCOUNT NUMBER: A1620.4-1500

ANTICIPATED EXPENDITURE: \$80,000.00

DEPARTMENT: Public Works

JUSTIFICATION OF NEED: To provide cleaning supplies to be used for  
various Town facilities.

WHEREAS, the Town solicited competitive bids for the purchase of JANITORIAL SUPPLIES, CONTRACT # 1121-03; and

WHEREAS, on October 27, 2021 sealed bids were opened and American Paper & Supply, 10 Industrial Rd., Carlstadt, NJ 07072; Interboro Packaging, 114 Braclem Rd., Montgomery, NY 12540; Imperial Bag & Paper Co., Burke Supply Div., 255 Route 1&9, Jersey City, NJ 07306; Ocean Janitorial Supply, 2775 Sunrise Highway, Islip Terrace, NY 11752; Amity Vacuum, Inc., 272 Route 110 Broadway, Amityville, NY 11701; Unipak Corp., P.O.Box 30027, Brooklyn, NY 11230; Cooperfriedman Elec. Supply, d/b/a Cooper Electric Supply, 315 Cranbury Half Acre Rd., Cranbury, NJ 08512; Central Poly Corp., 2400 Bedle Pl., P. O. box 4097, Linden, NJ 02036; United Sales USA Corp., 185 30<sup>th</sup> St., Brooklyn, NY 11232; Mill Wiping Rags, Inc., 1656 E. 233<sup>rd</sup> St., Bronx, NY 10466 submitted the apparent low dollar bids; and

WHEREAS, American Paper & Supply, Interboro Packaging, Imperial Bag & Paper Co., Ocean Janitorial Supply, Amity Vacuum, Inc., Unipak Clorp., Cooperfriedman Elec. Supply, d/b/a Cooper Electric Supply, Central Poly Corp., United Sales USA Corp. and Mill Wiping Rags, Inc. have been determined to be a responsible bidders.

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

RESOLVED, that the Town Board of the Town of Islip hereby award the contract to the above vendors as per the circle items (see attached sheets) in the amount of various prices for twelve (12) months from date of award.

Upon a vote being taken, the result was:



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 # A1620.4-1500 ESTIMATED AMOUNT \$80,000.00

AMERICAN PAPER & SUPPLY  
10 INDUSTRIAL ROAD  
CARLSTADT NJ 07072

SEE ATTACHED SHEETS  
award - circled items on following pages

INTERBORO PACKAGING  
114 BRACLEM RD  
MONTGOMERY NY 12540

SEE ATTACHED SHEETS  
award - circled items on following pages

IMPERIAL BAG & PAPER CO  
BURKE SUPPLY DIV  
255 ROUTE 1 & 9  
JERSEY CITY NJ 07306

award - circled items on following pages  
SEE ATTACHED SHEETS

OCEAN JANITORIAL SUPPLY  
2775 SUNRISE HIGHWAY  
ISLAND TERRACE NY 11752

award - circled items on following pages  
SEE ATTACHED SHEETS

AMITY VACUUM INC  
272 ROUTE 110 BROADWAY  
AMITYVILLE NY 11701


award - circled items on following pages  
SEE ATTACHED SHEETS

UNIPAK CORP  
P O BOX 30027  
BROOKLYN NY 11230


award - circled items on following pages  
SEE ATTACHED SHEETS

IT IS RECOMMENDED TO AWARD TO THE LOWEST RESPONSIBLE BIDDER AS INDICATED.  
COMMISSIONER \_\_\_\_\_ CONCURS.

SIGNED BY:

  
MICHAEL RAND  
DIRECTOR

PAGE 1 OF 2

  
BARBARA MALTESE  
PRINCIPAL OFFICE ASSISTANT

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 # A162004-1500 ESTIMATED AMOUNT \$80,000.00

COOPERFRIEDMAN ELEC SUPPLY d/b/a COOPER ELECTRIC SUPPLY 315 CRANBURY HALF ACRE RD CRANBURY NJ 08512	award - circled items on following pages  SEE ATTACHED SHEETS
CENTRAL POLY CORP 2400 BEDLE PLACE P O BOX 4097 LINDEN NJ 02036	award - circle items on following pages  SEE ATTACHED SHEETS
UNITED SALES USA CORP 185 30th STREET BROOKLYN NY 11232	award - circled items on following pages  SEE ATTACHED SHEETS
ALL AMERICAN POLY 40 TURNER PLACE PISCATAWAY NJ 08854	
ACUITY SPECIALITY PRODUCTS d/b/a ZEP SALES & SERVICE 3330 CUMBERLAND BLVD #700 ATLANTA GA 30339	SEE ATTACHED SHEETS
MILL WIPING RAGS INC 1656 E 233rd STREET BRONX NY 10466	award - circled item on following pages  SEE ATTACHED SHEETS

IT IS RECOMMENDED TO AWARD TO THE LOWEST RESPONSIBLE BIDDER AS INDICATED.  
COMMISSIONER \_\_\_\_\_ CONCURS.

SIGNED BY:

MICHAEL RAND  
DIRECTOR

PAGE 2 OF 2

BARBARA MALTESE  
PRINCIPAL OFFICE ASSISTANT

JANITORIAL SUPPLIES	AMERICAN	INTERBORO	IMPERIAL
CONTRACT #1121-03	PAPER	PACKAGING	BAG & PAPER
ITEM #			
1. Ammonia	\$11.89	NO BID	\$15.10
2. Auto Dri	\$14.19	NO BID	\$15.42
3. Bleach, gallons	\$18.00	NO BID	\$17.91
4. Bowl Cleaner	\$19.12	NO BID	\$25.67
5. Push Broom 24"	\$11.56	NO BID	NO BID
6. Brute Mobile Container	\$26.91	NO BID	\$36.83
7. Bucket 11 qt. heavy-duty	\$4.95	NO BID	\$5.95
8. Bug Spray	NO BID	NO BID	NO BID
9. Carpet Shampoo	NO BID	NO BID	NO BID
10. Carpet Spot Remover Foam	\$54.11	NO BID	\$57.33
11. Cellulose Sponge	NO BID	NO BID	\$36.04
12. Cleaner, Foam Type	\$37.07	NO BID	\$41.49
13. Babo	NO BID	NO BID	\$31.46
14. Cups	NO BID	NO BID	\$49.15
15. Corm Broom	\$4.51	NO BID	\$13.39
16. Disinfectant Spray	NO BID	NO BID	\$38.29
17. Dust Mop Frames 48"	\$3.89	NO BID	\$4.07
18. Dust Mop Heads 48"	\$4.65	NO BID	\$7.67
19. Dust Mop Frames 36"	\$2.84	NO BID	\$3.60
20. Dust Mop Heads 36"	\$3.84	NO BID	\$5.13
21. Dust Mop Wooden Handle	\$5.81	NO BID	\$5.33
22. Dust Pan	\$8.71	NO BID	\$6.91
23. Dust Mop Frame 24"	\$2.22	NO BID	\$2.61
24. Dust Mop Heads 24"	\$2.63	NO BID	\$3.71
25. Dust Mop Frames 12"	NO BID	NO BID	NO BID
26. Dust Mop Heads 12"	NO BID	NO BID	NO BID
27. Furniture Polish	\$36.81	NO BID	\$35.11
28. Germicidal, Q-Trol	NO BID	NO BID	NO BID
29. Glass Cleaner Foam Aerosol	\$26.33	NO BID	\$27.17
30. Sky Hand Soap Dispenser	NO BID	NO BID	NO BID
31. Hand Cleaner, Go-Jo	\$60.68	NO BID	\$64.96
32. Clean/Fresh Liquid Hand Soap	NO BID	NO BID	NO BID
33. Liquid Drain Opener	NO BID	NO BID	\$34.84
34. Mop Heads, 24 oz.	\$34.33	NO BID	\$28.23
35. Mop Pail 25 qt. Capacity	\$55.97	NO BID	\$54.78
36. Mop Handle 60"	\$6.49	NO BID	\$6.01
37. Mop Stick	NO BID	NO BID	NO BID
38. Plastic Liners 15"x9"x31"	NO BID	\$15.68	NO BID

JANITORIAL SUPPLIES	OCEAN	AMITY	UNIPAK
CONTRACT #1121-03	JANITORIAL	VACUUM	
ITEM #			
1. Ammonia	\$54	NO BID	NO BID
2. Auto Dri	\$17.95	<u>\$13.90</u>	NO BID
3. Bleach, gallons	\$24.24	NO BID	NO BID
4. Bowl Cleaner	\$44.74	<u>\$18.50</u>	NO BID
5. Push Broom 24"	NO BID	\$12.00	NO BID
6. Brute Mobile Container	\$77.18	\$32.00	NO BID
7. Bucket 11 qt. heavy-duty	\$14.61	NO BID	NO BID
8. Bug Spray	NO BID	<u>\$35.90</u>	NO BID
9. Carpet Shampoo	NO BID	NO BID	NO BID
10. Carpet Spot Remover Foam	NO BID	<u>\$36.00</u>	NO BID
11. Cellulose Sponge	\$2.35	<u>\$1.95</u>	NO BID
12. Cleaner, Foam Type	NO BID	<u>\$26.50</u>	NO BID
13. Babo	\$34.83	<u>\$26.00</u>	NO BID
14. Cups	\$81.12	NO BID	NO BID
15. Corm Broom	NO BID	<u>\$6.90</u>	NO BID
16. Disinfectant Spray	\$67.10	\$27.50	NO BID
17. Dust Mop Frames 48"	\$12.86	\$7.40	NO BID
18. Dust Mop Heads 48"	\$30.16	\$8.90	NO BID
19. Dust Mop Frames 36"	\$9.36	\$5.20	NO BID
20. Dust Mop Heads 36"	\$23.76	\$5.60	NO BID
21. Dust Mop Wooden Handle	\$24.06	\$7.20	NO BID
22. Dust Pan	NO BID	\$8.70	NO BID
23. Dust Mop Frame 24"	\$6.58	\$4.90	NO BID
24. Dust Mop Heads 24"	\$14.51	\$4.60	NO BID
25. Dust Mop Frames 12"	NO BID	NO BID	NO BID
26. Dust Mop Heads 12"	NO BID	NO BID	NO BID
27. Furniture Polish	\$62.78	<u>\$24.75</u>	NO BID
28. Germicidal, Q-Trol	NO BID	\$7.90	NO BID
29. Glass Cleaner Foam Aerosol	\$50.04	<u>\$22.00</u>	NO BID
30. Sky Hand Soap Dispenser	NO BID	\$9.95	NO BID
31. Hand Cleaner, Go-Jo	NO BID	NO BID	NO BID
32. Clean/Fresh Liquid Hand Soap	NO BID	\$29.90	NO BID
33. Liquid Drain Opener	NO BID	<u>\$25.50</u>	NO BID
34. Mop Heads, 24 oz.	NO BID	\$52.00	NO BID
35. Mop Pail 25 qt. Capacity	NO BID	<u>\$39.50</u>	NO BID
36. Mop Handle 60"	NO BID	<u>\$12.90</u>	NO BID
37. Mop Stick	NO BID	<u>\$7.95</u>	NO BID
38. Plastic Liners 15"x9"x31"	\$45.38	NO BID	<u>\$32</u>

JANITORIAL SUPPLIES	COOPERFRIEDMAN	CENTRAL	UNITED SALES
CONTRACT #1121-03	d/b/a COOPER EL.	POLY	USA CORP
ITEM #			
1. Ammonia	NO BID	NO BID	\$34.10
2. Auto Dri	NO BID	NO BID	NO BID
3. Bleach, gallons	NO BID	NO BID	\$13.54
4. Bowl Cleaner	NO BID	NO BID	\$19.38
5. Push Broom 24"	NO BID	NO BID	\$10.41
6. Brute Mobile Container	\$52.10	NO BID	\$32.50
7. Bucket 11 qt. heavy-duty	\$4.85	NO BID	\$6.68
8. Bug Spray	NO BID	NO BID	\$40.25
9. Carpet Shampoo	NO BID	NO BID	\$38.19
10. Carpet Spot Remover Foam	NO BID	NO BID	NO BID
11. Cellulose Sponge	NO BID	NO BID	NO BID
12. Cleaner, Foam Type	NO BID	NO BID	NO BID
13. Babo	NO BID	NO BID	\$31.24
14. Cups	NO BID	NO BID	\$33.75
15. Corm Broom	\$10.95	NO BID	\$8.46
16. Disinfectant Spray	NO BID	NO BID	\$27.05
17. Dust Mop Frames 48"	\$4.30	NO BID	\$4.59
18. Dust Mop Heads 48"	\$13.40	NO BID	\$8.39
19. Dust Mop Frames 36"	\$3.95	NO BID	\$3.75
20. Dust Mop Heads 36"	\$5.45	NO BID	\$6.83
21. Dust Mop Wooden Handle	\$8.70	NO BID	\$7.21
22. Dust Pan	\$8.45	NO BID	\$8.44
23. Dust Mop Frame 24"	\$2.65	NO BID	\$2.89
24. Dust Mop Heads 24"	\$4.55	NO BID	\$5.61
25. Dust Mop Frames 12"	NO BID	NO BID	\$3.40
26. Dust Mop Heads 12"	NO BID	NO BID	\$4.30
27. Furniture Polish	NO BID	NO BID	\$29.15
28. Germicidal, Q-Trol	NO BID	NO BID	\$7.44
29. Glass Cleaner Foam Aerosol	NO BID	NO BID	\$23.45
30. Sky Hand Soap Dispenser	NO BID	NO BID	\$8.31 w/#32
31. Hand Cleaner, Go-Jo	NO BID	NO BID	NO BID
32. Clean/Fresh Liquid Hand Soap	NO BID	NO BID	\$26
33. Liquid Drain Opener	NO BID	NO BID	NO BID
34. Mop Heads, 24 oz.	NO BID	NO BID	\$55.34
35. Mop Pail 25 qt. Capacity	\$55.00	NO BID	\$49.89
36. Mop Handle 60"	\$6.35	NO BID	NO BID
37. Mop Stick	NO BID	NO BID	NO BID
38. Plastic Liners 15"x9"x31"	NO BID	\$34.00	\$89.94

JANITORIAL SUPPLIES	ACUITYT SPEC.	MILL
CONTRACT #1121-03	d/b/a ZEP	WIPING RAGS
ITEM #		
1. Ammonia	NO BID	NO BID
2. Auto Dri	NO BID	NO BID
3. Bleach, gallons	NO BID	NO BID
4. Bowl Cleaner	\$48.00	NO BID
5. Push Broom 24"	NO BID	NO BID
6. Brute Mobile Container	NO BID	NO BID
7. Bucket 11 qt. heavy-duty	NO BID	NO BID
8. Bug Spray	NO BID	NO BID
9. Carpet Shampoo	NO BID	NO BID
10. Carpet Spot Remover Foam	NO BID	NO BID
11. Cellulose Sponge	NO BID	NO BID
12. Cleaner, Foam Type	NO BID	NO BID
13. Babo	NO BID	NO BID
14. Cups	NO BID	NO BID
15. Corm Broom	NO BID	NO BID
16. Disinfectant Spray	\$42.00	NO BID
17. Dust Mop Frames 48"	NO BID	NO BID
18. Dust Mop Heads 48"	NO BID	NO BID
19. Dust Mop Frames 36"	NO BID	NO BID
20. Dust Mop Heads 36"	NO BID	NO BID
21. Dust Mop Wooden Handle	NO BID	NO BID
22. Dust Pan	NO BID	NO BID
23. Dust Mop Frame 24"	NO BID	NO BID
24. Dust Mop Heads 24"	NO BID	NO BID
25. Dust Mop Frames 12"	NO BID	NO BID
26. Dust Mop Heads 12"	NO BID	NO BID
27. Furniture Polish	NO BID	NO BID
28. Germicidal, Q-Trol	\$17.00	NO BID
29. Glass Cleaner Foam Aerosol	\$36.00	NO BID
30. Sky Hand Soap Dispenser	NO BID	NO BID
31. Hand Cleaner, Go-Jo	\$15.00	NO BID
32. Clean/Fresh Liquid Hand Soap	NO BID	NO BID
33. Liquid Drain Opener	\$38.00	NO BID
34. Mop Heads, 24 oz.	NO BID	NO BID
35. Mop Pail 25 qt. Capacity	NO BID	NO BID
36. Mop Handle 60"	NO BID	NO BID
37. Mop Stick	NO BID	NO BID
38. Plastic Liners 15"x9"x31"	NO BID	NO BID

ITEM #	AMREICAN	INTERBORO	IMPERIAL
	PAPER	PACKAGING	BAG & PAPER
39. Plastic Liners 22"x16"x60"	NO BID	\$26.24	\$71.32
40. Plastic Liners 23"x10"x44"	NO BID	<u>\$34.82</u>	NO BID
41. Plastic Liners 30"x37"x16 mic	NO BID	\$18.34	\$51.15
42. Plastic Liners 22"x16"x0"	NO BID	\$40.74	NO BID
43. Kraft Waxed Bags	<u>\$19.81</u>	NO BID	\$20.00
44. Polishing Pads 17"	\$10.21	NO BID	\$10.19
45. Rags, Balbriggan	\$41.25	NO BID	\$46.43
46. Rubber Gloves Large	<u>\$0.44</u>	NO BID	\$5.45
47. Refuse Container w/Cover	\$24.28	NO BID	NO BID
48. Waste Basket	\$4.38	NO BID	\$6.77
49. Sanitary Napkins Disposal	<u>\$19.47</u>	NO BID	NO BID
50. Spray Buff Pads 17"	\$10.71	NO BID	<u>\$10.19</u>
51. Spray Pads, 20"	\$13.93	NO BID	<u>\$13.23</u>
52. Stripping Pads 17"	\$11.27	NO BID	<u>\$10.19</u>
53. Stripping Pads 20"	<u>\$14.48</u>	NO BID	<u>\$13.23</u>
54. Treaded Handles 60"	<u>\$2.94</u>	NO BID	\$3.04
55. Toilet Tissue 2 Ply	\$31.01	NO BID	<u>\$42.25</u>
56. Urinal Screens w/Covered Bl.	\$15.82	NO BID	<u>\$10.07</u>
57. Window Squeegee Frame 12"	\$17.62	NO BID	<u>\$6.49</u>
58. Doodle Pads & Holder	NO BID	NO BID	\$7.22
59. Zing CPC Clean. & Polish.Comp.	NO BID	NO BID	NO BID
60. Zep Rust Stain Remover	NO BID	NO BID	NO BID
61. Green Scrub Pads Very Fine	\$5.95	NO BID	\$4.31
62. Vinyl Gloves, Powerless Lg	NO BID	\$38.00	\$39.00
63. Latex Disposal Gloves S,M,L	NO BID	\$19.00	<u>\$69.00</u>
64. Pail	\$25.69	NO BID	\$24.83
65. Emmotion Towels 10"	\$53.89	NO BID	\$60.43
66. Emotion Auto. Touchless Disp	NO BID	NO BID	<u>\$36.43</u>
67. Double Toilet Paper Holders	NO BID	NO BID	NO BID
68. Stripping Pads 13"	\$8.14	NO BID	<u>\$6.79</u>
69. Buffing Pads 13"	\$8.14	NO BID	<u>\$6.79</u>
70. Unger PPP Pickers	\$21.19	NO BID	NO BID
71. Razor Fl. Scraper w/Alum. Hand	<u>\$14.28</u>	NO BID	\$10.00
72. Toy Brooms 30"	<u>\$2.57</u>	NO BID	\$3.30
73. Feather Duster 36"	\$12.49	NO BID	NO BID
74. Boraxo Pow. Hand Soap	\$79.33	NO BID	\$74.14
75. Lava Hand Soap, Bars	\$49.49	NO BID	NO BID
76. Vandal Removal	\$80.64	NO BID	NO BID
77. Toilet Bowl Brush 3"	<u>\$1.12</u>	NO BID	NO BID
78. Defoamer	\$61.78	NO BID	NO BID
79. Urinal Screen	\$179.49	NO BID	<u>\$20.93</u>
80. Wall Mounted Freshener	\$176.94	NO BID	NO BID
81. Pumie Scour. Pads	<u>\$28.72</u>	NO BID	\$30.07
82. Lotion Hand Soad	<u>\$27.71</u>	NO BID	\$37.54

ITEM #	OCEAN	AMITY	UNIPAK
	JANITORIAL	VACUUM	
39. Plastic Liners 22"x16"x60"	\$44.44	NO BID	\$24.50
40. Plastic Liners 23"x10"x44"	\$27.10	NO BID	\$37.50
41. Plastic Liners 30"x37"x16 mic	\$32.26	NO BID	<u>\$24.95</u>
42. Plastic Liners 22"x16"x0"	\$44.44	NO BID	\$27.25
43. kraft Waxed Bags	NO BID	NO BID	NO BID
44. Polishing Pads 17"	\$27.59	<u>\$9.90</u>	NO BID
45. Rags, Balbriggan	NO BID	\$79.00	NO BID
46. Rubber Gloves Large	NO BID	\$49	NO BID
47. Refuse Container w/Cover	NO BID	\$33.00	NO BID
48. Waste Basket	\$12.28	NO BID	NO BID
49. Sanitary Napkins Disposal	NO BID	NO BID	NO BID
50. Spray Buff Pads 17"	NO BID	<u>\$9.90</u>	NO BID
51. Spray Pads, 20"	\$35.71	\$13.40	NO BID
52. Stripping Pads 17"	\$28.36	\$11.10	NO BID
53. Stripping Pads 20"	\$36.71	\$13.40	NO BID
54. Treaded Handles 60"	\$6.19	\$3.50	NO BID
55. Toilet Tissue 2 Ply	NO BID	NO BID	NO BID
56. Urinal Screens w/Covered Bl.	NO BID	\$10.50	NO BID
57. Window Squeegee Frame 12"	\$25.05	\$10.75	NO BID
58. Doodle Pads & Holder	\$30.39	<u>\$5.90</u>	NO BID
59. Zing CPC Clean. & Polish.Comp.	NO BID	NO BID	NO BID
60. Zep Rust Stain Remover	NO BID	NO BID	NO BID
61. Green Scrub Pads Very Fine	\$39.24	<u>\$1.45</u>	NO BID
62. Vinyl Gloves, Powerless Lg	\$99.90	NO BID	<u>\$28.50</u>
63. Latex Disposal Gloves S,M,L	\$119.90	NO BID	NO BID
64. Pail	\$76.02	<u>\$19.90</u>	NO BID
65. Emmotion Towels 10"	\$99.40	NO BID	NO BID
66. Emotion Auto. Touchless Disp	\$83.95	NO BID	NO BID
67. Double Toilet Paper Holders	\$39.64	<u>\$17.70</u>	NO BID
68. Stripping Pads 13"	\$19.24	\$7.20	NO BID
69. Buffing Pads 13"	\$18.73	\$7.20	NO BID
70. Unger PPP Pickers	\$25.10	<u>\$15.10</u>	NO BID
71. Razor Fl. Scraper w/Alum. Hand	\$32.56	<u>\$8.50</u>	NO BID
72. Toy Brooms 30"	NO BID	\$2.95	NO BID
73. Feather Duster 36"	NO BID	<u>\$7.90</u>	NO BID
74. Boraxo Pow. Hand Soap	\$632.32	<u>\$69.90</u>	NO BID
75. Lava Hand Soap, Bars	NO BID	<u>\$44.00</u>	NO BID
76. Vandal Removal	\$82.18	<u>\$39.90</u>	NO BID
77. Toilet Bowl Brush 3"	NO BID	\$1.75	NO BID
78. Defoamer	\$75.78	<u>\$37.85</u>	NO BID
79. Urinal Screen	NO BID	\$132.00	NO BID
80. Wall Mounted Freshener	NO BID	<u>\$130.00</u>	NO BID
81. Pumie Scour. Pads	NO BID	<u>\$28.00</u>	NO BID
82. Lotion Hand Soap	NO BID	\$52.00	NO BID



ITEM #	COOPERFRIEDMAN	CENTRAL	UNITED SALES
	d/b/a COOPER EL.	POLY	USA CORP
39. Plastic Liners 22"x16"x60"	NO BID	\$32.50	\$55.31
40. Plastic Liners 23"x10"x44"	NO BID	\$36.00	\$87.19
41. Plastic Liners 30"x37"x16 mic	NO BID	\$26.00	\$27.50
42. Plastic Linrs 22"x16"x0"	NO BID	\$43.00	\$70.74
43. kraft Waxed Bags	NO BID	NO BID	NO BID
44. Polishing Pads 17"	NO BID	NO BID	NO BID
45. Rags, Balbriggan	NO BID	NO BID	NO BID
46. Rubber Gloves Large	NO BID	NO BID	NO BID
47. Rufuse Container w/Cover	\$24.00	NO BID	NO BID
48. Waste Basket	\$4.25	NO BID	NO BID
49. Sanitary Napkins Disposal	NO BID	NO BID	NO BID
50. Spray Buff Pads 17"	NO BID	NO BID	NO BID
51. Spray Pads, 20"	NO BID	NO BID	NO BID
52. Stripping Pads 17"	\$44.00	NO BID	NO BID
53. Stripping Pads 20"	\$34.10	NO BID	NO BID
54. Treaded Handles 60"	\$3.15	NO BID	NO BID
55. Toilet Tissue 2 Ply	NO BID	\$50.00	\$25.43
56. Urinal Screens w/Covered Bl.	NO BID	NO BID	NO BID
57. Window Squeegee Frame 12"	NO BID	NO BID	NO BID
58. Doodle Pads & Holder	NO BID	NO BID	NO BID
59. Zing CPC Clean. & Polish.Comp.	NO BID	NO BID	NO BID
60. Zep Rust Stain Remover	NO BID	NO BID	NO BID
61. Green Scrub Pads Very Fine	\$36.45/case	NO BID	NO BID
62. Vinyl Gloves, Powerless Lg	NO BID	NO BID	\$41.25
63. Latex Disposal Gloves S,M,L	NO BID	NO BID	\$87.50/100 box
64. Pail	\$24.95	NO BID	\$78.68
65. Emmotion Towels 10"	NO BID	\$76.70	\$37.34
66. Emotion Auto. Touchless Disp	NO BID	NO BID	NO BID
67. Double Toilet Paper Holders	NO BID	NO BID	NO BID
68. Stripping Pads 13"	\$18.00	NO BID	NO BID
69. Buffing Pads 13"	\$17.45	NO BID	NO BID
70. Unger PPP Pickers	NO BID	NO BID	NO BID
71. Razor Fl. Scraper w/Alum. Hand	NO BID	NO BID	NO BID
72. Toy Brooms 30"	NO BID	NO BID	NO BID
73. Feather Duster 36"	NO BID	NO BID	NO BID
74. Boraxo Pow. Hand Soap	NO BID	NO BID	NO BID
75. Lava Hand Soap, Bars	NO BID	NO BID	NO BID
76. Vandal Removal	NO BID	NO BID	NO BID
77. Toilet Bowl Brush 3"	NO BID	NO BID	NO BID
78. Defoamer	NO BID	NO BID	NO BID
79. Urinal Screen	NO BID	NO BID	NO BID
80. Wall Mounted Freshener	NO BID	NO BID	NO BID
81. Pumie Scour. Pads	NO BID	NO BID	NO BID
82. Lotion Hand Soad	NO BID	NO BID	NO BID

ITEM #	ACUITY SPEC	MILL
	d/b/a ZEP	WIPING RAGS
39. Plastic Liners 22"x16"x60"	NO BID	NO BID
40. Plastic Liners 23"x10"x44"	NO BID	NO BID
41. Plastic Liners 30"x37"x16 mic	NO BID	NO BID
42. Plastic Liners 22"x16"x0"	NO BID	NO BID
43. kraft Waxed Bags	NO BID	NO BID
44. Polishing Pads 17"	NO BID	NO BID
45. Rags, Balbriggan	NO BID	\$26.50
46. Rubber Gloves Large	NO BID	NO BID
47. Refuse Container w/Cover	NO BID	NO BID
48. Waste Basket	NO BID	NO BID
49. Sanitary Napkins Disposal	NO BID	NO BID
50. Spray Buff Pads 17"	NO BID	NO BID
51. Spray Pads, 20"	NO BID	NO BID
52. Stripping Pads 17"	NO BID	NO BID
53. Stripping Pads 20"	NO BID	NO BID
54. Treaded Handles 60"	NO BID	NO BID
55. Toilet Tissue 2 Ply	NO BID	NO BID
56. Urinal Screens w/Covered Bl.	NO BID	NO BID
57. Window Squeegee Frame 12"	NO BID	NO BID
58. Doodle Pads & Holder	NO BID	NO BID
59. Zing CPC Clean. & Polish.Comp.	NO BID	NO BID
60. Zep Rust Stain Remover	NO BID	NO BID
61. Green Scrub Pads Very Fine	NO BID	NO BID
62. Vinyl Gloves, Powerless Lg	NO BID	NO BID
63. Latex Disposal Gloves S,M,L	NO BID	NO BID
64. Pail	NO BID	NO BID
65. Emmotion Towels 10"	NO BID	NO BID
66. Emotion Auto. Touchless Disp	NO BID	NO BID
67. Double Toilet Paper Holders	NO BID	NO BID
68. Stripping Pads 13"	NO BID	NO BID
69. Buffing Pads 13"	NO BID	NO BID
70. Unger PPP Pickers	NO BID	NO BID
71. Razor Fl. Scraper w/Alum. Hand	NO BID	NO BID
72. Toy Brooms 30"	NO BID	NO BID
73. Feather Duster 36"	NO BID	NO BID
74. Boraxo Pow. Hand Soap	NO BID	NO BID
75. Lava Hand Soap, Bars	NO BID	NO BID
76. Vandal Removal	NO BID	NO BID
77. Toilet Bowl Brush 3"	NO BID	NO BID
78. Defoamer	NO BID	NO BID
79. Urinal Screen	NO BID	NO BID
80. Wall Mounted Freshener	NO BID	NO BID
81. Pumie Scour. Pads	NO BID	NO BID
82. Lotion Hand Soap	NO BID	NO BID

ITEM #	AMERICAN	INTERBORO	IMPERIAL
	PAPER	PACKAGING	BAG & PAPER
83. 3M Floor Pad Plus	\$199.01	NO BID	\$241.71
84. 3M Pads for Stripping 20"	\$51.12	NO BID	\$71.41
85. Purell Sanitizing Wipes	\$51.39	NO BID	NO BID
86. Purell Adv. Hand San. Foam	\$50.45	NO BID	\$57.49
87. 1/2 Fold Toilet Seat Covers	\$25.35	NO BID	\$44.22
88. Spray Bottle-Plastic	\$1.63	NO BID	3.64
89. Multi-Fold Towel Dispenser	NO BID	NO BID	\$34.91
90. Multi-Fold Towel Dispenser	NO BID	NO BID	\$34.91
91. Paper Towel Dispenser	NO BID	NO BID	NO BID
92. Towel, Paper	\$53.10	NO BID	\$23.34
93. Towel, Paper	\$17.41	NO BID	\$22.41
94. Foam Soap	NO BID	NO BID	NO BID
95. Stripping Pad 17"	\$82.53	NO BID	\$25.60
96. Floor Finish	\$90.13	NO BID	NO BID
97. Floor Stripper	\$60.21	NO BID	NO BID
98. Toilet Paper Dispenser	NO BID	NO BID	NO BID
99. Toilet Paper Dispenser	NO BID	NO BID	\$25.50
100. Toilet Paper 9" 2 Ply	\$21.54	NO BID	\$30.13
101. Fresh Products Eco Air Cabin.	\$4.67	NO BID	NO BID
102. Floor Finish	\$86.31	NO BID	NO BID
103. Floor Finish	\$60.63	NO BID	NO BID
104. Vacuum Bags	\$64.67	NO BID	NO BID







ITEM #	OCEAN	AMITY	UNIPAK
	JANITORIAL	VACUUM	
83. 3M Floor Pad Plus	\$243.92	NO BID	NO BID
84. 3M Pads for Stripping 20"	\$69.26	<u>\$19.50</u>	NO BID
85. Purell Sanitizing Wipes	NO BID	NO BID	NO BID
86. Purell Adv. Hand San. Foam	NO BID	NO BID	NO BID
87. 1/2 Fold Toilet Seat Covers	NO BID	NO BID	NO BID
88. Spray Bottle-Plastic	\$1.99	<u>\$1.60</u>	NO BID
89. Multi-Fold Towel Dispenser	NO BID	NO BID	NO BID
90. Multi-Fold Towel Dispenser	NO BID	NO BID	NO BID
91. Paper Towel Dispenser	\$68.25	<u>\$45.10</u>	NO BID
92. Towel, Paper	\$73.08	NO BID	NO BID
93. Towel, Paper	\$35.57	NO BID	NO BID
94. Foam Soap	<u>\$51.66</u>	NO BID	NO BID
95. Stripping Pad 17"	<u>\$43.83</u>	NO BID	NO BID
96. Floor Finish	<u>\$119.98</u>	NO BID	NO BID
97. Floor Stripper	<u>\$97.58</u>	NO BID	NO BID
98. Toilet Paper Dispenser	\$40.68	<u>\$24.00</u>	NO BID
99. Toilet Paper Dispenser	\$47.57	<u>\$29.00</u>	NO BID
100. Toilet Paper 9" 2 Ply	\$50.74	NO BID	NO BID
101. Fresh Products Eco Air Cabin.	NO BID	\$5.50	NO BID
102. Floor Finish	<u>\$107.31</u>	NO BID	NO BID
103. Floor Finish	<u>\$131.04</u>	NO BID	NO BID
104. Vacuum Bags	NO BID	NO BID	NO BID

ITEM #	COOPERFRIEDMAN	CENTRAL	UNITED SALES
	d/b/a COOPER EL.	POLY	USA CORP
83. 3M Floor Pad Plus	NO BID	NO BID	NO BID
84. 3M Pads for Stripping 20"	NO BID	NO BID	NO BID
85. Purell Sanitizing Wipes	NO BID	NO BID	NO BID
86. Purell Adv. Hand San. Foam	NO BID	NO BID	NO BID
87. 1/2 Fold Toilet Seat Covers	NO BID	NO BID	NO BID
88. Spray Bottle-Plastic	NO BID	NO BID	NO BID
89. Multi-Fold Towel Dispenser	NO BID	NO BID	NO BID
90. Multi-Fold Towel Dispenser	NO BID	NO BID	NO BID
91. Paper Towel Dispenser	NO BID	NO BID	NO BID
92. Towel, Paper	NO BID	\$26.20	<del>\$17.97</del>
93. Towel, Paper	NO BID	\$18.77	\$14.76
94. Foam Soap	NO BID	NO BID	NO BID
95. Stripping Pad 17"	NO BID	NO BID	NO BID
96. Floor Finish	NO BID	NO BID	NO BID
97. Floor Stripper	NO BID	NO BID	NO BID
98. Toilet Paper Dispenser	NO BID	NO BID	NO BID
99. Toilet Paper Dispenser	NO BID	NO BID	NO BID
100. Toilet Paper 9" 2 Ply	NO BID	\$26.00	<del>\$14.84</del>
101. Fresh Products Eco Air Cabin.	NO BID	NO BID	NO BID
102. Floor Finish	NO BID	NO BID	NO BID
103. Floor Finish	NO BID	NO BID	NO BID
104. Vacuum Bags	NO BID	NO BID	NO BID

ITEM #	ACUITY SPEC	MILL
	d/b/a ZEP	WIPING RAGS
83. 3M Floor Pad Plus	NO BID	NO BID
84. 3M Pads for Stripping 20"	NO BID	NO BID
85. Purell Sanitizing Wipes	NO BID	NO BID
86. Purell Adv. Hand San. Foam	NO BID	NO BID
87. 1/2 Fold Toilet Seat Covers	NO BID	NO BID
88. Spray Bottle-Plastic	NO BID	NO BID
89. Multi-Fold Towel Dispenser	NO BID	NO BID
90. Multi-Fold Towel Dispenser	NO BID	NO BID
91. Paper Towel Dispenser	NO BID	NO BID
92. Towel, Paper	NO BID	NO BID
93. Towel, Paper	NO BID	NO BID
94. Foam Soap	NO BID	NO BID
95. Stripping Pad 17"	NO BID	NO BID
96. Floor Finish	NO BID	NO BID
97. Floor Stripper	NO BID	NO BID
98. Toilet Paper Dispenser	NO BID	NO BID
99. Toilet Paper Dispenser	NO BID	NO BID
100. Toilet Paper 9" 2 Ply	NO BID	NO BID
101. Fresh Products Eco Air Cabin.	NO BID	NO BID
102. Floor Finish	NO BID	NO BID
103. Floor Finish	NO BID	NO BID
104. Vacuum Bags	NO BID	NO BID

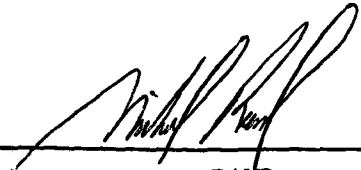
THIS TABULATION OF SEALED BIDS OPENED IN ACCORDANCE WITH SECTION 103 OF THE GENERAL MUNICIPAL LAW FOR THE PURPOSE OF CONSIDERING THE AWARD OF A PURCHASE CONTRACT FOR USE IN THE TOWN OF ISLIP.

BUDGET # A1620.4-1500 ESTIMATED AMOUNT \$80,000.00

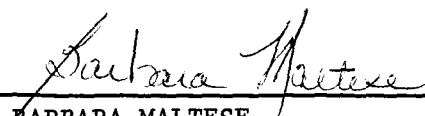
AMERICAN PAPER & SUPPLY 10 INDUSTRIAL ROAD CARLSTADT NJ 07072		SEE ATTACHED SHEETS award - circled items on following pages
INTERBORO PACKAGING 114 BRACLEM RD MONTGOMERY NY 12540		SEE ATTACHED SHEETS award - circled items on following pages
IMPERIAL BAG & PAPER CO BURKE SUPPLY DIV 255 ROUTE 1 & 9 JERSEY CITY NJ 07306		award - circled items on following pages SEE ATTACHED SHEETS
OCEAN JANITORIAL SUPPLY 2775 SUNRISE HIGHWAY ISLAND TERRACE NY 11752		award - circled items on following pages SEE ATTACHED SHEETS
AMITY VACUUM INC 272 ROUTE 110 BROADWAY AMITYVILLE NY 11701		award - circled items on following pages SEE ATTACHED SHEETS
UNIPAK CORP P O BOX 30027 BROOKLYN NY 11230		award - circled items on following pages SEE ATTACHED SHEETS

IT IS RECOMMENDED TO AWARD TO THE LOWEST RESPONSIBLE BIDDER AS INDICATED.  
COMMISSIONER \_\_\_\_\_ CONCURS.

SIGNED BY:

  
MICHAEL RAND  
DIRECTOR

PAGE 1 OF 2

  
BARBARA MALTESE  
PRINCIPAL OFFICE ASSISTANT

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 # A162004-1500 ESTIMATED AMOUNT \$80,000.00

COOPERFRIEDMAN ELEC SUPPLY d/b/a COOPER ELECTRIC SUPPLY 315 CRANBURY HALF ACRE RD CRANBURY NJ 08512	award - circled items on following pages  SEE ATTACHED SHEETS
CENTRAL POLY CORP 2400 BEDLE PLACE P O BOX 4097 LINDEN NJ 02036	award - circle items on following pages  SEE ATTACHED SHEETS
UNITED SALES USA CORP 185 30th STREET BROOKLYN NY 11232	award - circled items on following pages  SEE ATTACHED SHEETS
ALL AMERICAN POLY 40 TURNER PLACE PISCATAWAY NJ 08854	
ACUITY SPECIALITY PRODUCTS d/b/a ZEP SALES & SERVICE 3330 CUMBERLAND BLVD #700 ATLANTA GA 30339	SEE ATTACHED SHEETS
MILL WIPING RAGS INC 1656 E 233rd STREET BRONX NY 10466	award - circled item on following pages  SEE ATTACHED SHEETS

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

COMMISSIONER \_\_\_\_\_ CONCURS.

SIGNED BY:

MICHAEL RAND  
DIRECTOR

PAGE 2 OF 2

BARBARA MALTESE  
PRINCIPAL OFFICE ASSISTANT



JANITORIAL SUPPLIES	AMERICAN	INTERBORO	IMPERIAL
CONTRACT #1121-03	PAPER	PACKAGING	BAG & PAPER
ITEM #			
1. Ammonia	\$11.89	NO BID	\$15.10
2. Auto Dri	\$14.19	NO BID	\$15.42
3. Bleach, gallons	\$18.00	NO BID	\$17.91
4. Bowl Cleaner	\$19.12	NO BID	\$25.67
5. Push Broom 24"	\$11.56	NO BID	NO BID
6. Brute Mobile Container	\$26.91	NO BID	\$36.83
7. Bucket 11 qt. heavy-duty	\$4.95	NO BID	\$5.95
8. Bug Spray	NO BID	NO BID	NO BID
9. Carpet Shampoo	NO BID	NO BID	NO BID
10. Carpet Spot Remover Foam	\$54.11	NO BID	\$57.33
11. Cellulose Sponge	NO BID	NO BID	\$36.04
12. Cleaner, Foam Type	\$37.07	NO BID	\$41.49
13. Babo	NO BID	NO BID	\$31.46
14. Cups	NO BID	NO BID	\$49.15
15. Corm Broom	\$4.51	NO BID	\$13.39
16. Disinfectant Spray	NO BID	NO BID	\$38.29
17. Dust Mop Frames 48"	\$3.89	NO BID	\$4.07
18. Dust Mop Heads 48"	\$4.65	NO BID	\$7.67
19. Dust Mop Frames 36"	\$2.84	NO BID	\$3.60
20. Dust Mop Heads 36"	\$3.84	NO BID	\$5.13
21. Dust Mop Wooden Handle	\$5.81	NO BID	\$5.33
22. Dust Pan	\$8.71	NO BID	\$6.91
23. Dust Mop Frame 24"	\$2.22	NO BID	\$2.61
24. Dust Mop Heads 24"	\$2.63	NO BID	\$3.71
25. Dust Mop Frames 12"	NO BID	NO BID	NO BID
26. Dust Mop Heads 12"	NO BID	NO BID	NO BID
27. Furniture Polish	\$36.81	NO BID	\$35.11
28. Germicidal, Q-Trol	NO BID	NO BID	NO BID
29. Glass Cleaner Foam Aerosol	\$26.33	NO BID	\$27.17
30. Sky Hand Soap Dispenser	NO BID	NO BID	NO BID
31. Hand Cleaner, Go-Jo	\$60.68	NO BID	\$64.96
32. Clean/Fresh Liquid Hand Soap	NO BID	NO BID	NO BID
33. Liquid Drain Opener	NO BID	NO BID	\$34.84
34. Mop Heads, 24 oz.	\$34.33	NO BID	\$28.23
35. Mop Pail 25 qt. Capacity	\$55.97	NO BID	\$54.78
36. Mop Handle 60"	\$6.49	NO BID	\$6.01
37. Mop Stick	NO BID	NO BID	NO BID
38. Plastic Liners 15"x9"x31"	NO BID	\$15.68	NO BID

JANITORIAL SUPPLIES	OCEAN	AMITY	UNIPAK
CONTRACT #1121-03	JANITORIAL	VACUUM	
ITEM #			
1. Ammonia	\$54	NO BID	NO BID
2. Auto Dri	\$17.95	<u>\$13.90</u>	NO BID
3. Bleach, gallons	\$24.24	NO BID	NO BID
4. Bowl Cleaner	\$44.74	<u>\$18.50</u>	NO BID
5. Push Broom 24"	NO BID	\$12.00	NO BID
6. Brute Mobile Container	\$77.18	\$32.00	NO BID
7. Bucket 11 qt. heavy-duty	\$14.61	NO BID	NO BID
8. Bug Spray	NO BID	<u>\$35.90</u>	NO BID
9. Carpet Shampoo	NO BID	NO BID	NO BID
10. Carpet Spot Remover Foam	NO BID	<u>\$36.00</u>	NO BID
11. Cellulose Sponge	\$2.35	<u>\$1.95</u>	NO BID
12. Cleaner, Foam Type	NO BID	<u>\$26.50</u>	NO BID
13. Babo	\$34.83	<u>\$26.00</u>	NO BID
14. Cups	\$81.12	NO BID	NO BID
15. Corm Broom	NO BID	<u>\$6.90</u>	NO BID
16. Disinfectant Spray	\$67.10	\$27.50	NO BID
17. Dust Mop Frames 48"	\$12.86	\$7.40	NO BID
18. Dust Mop Heads 48"	\$30.16	\$8.90	NO BID
19. Dust Mop Frames 36"	\$9.36	\$5.20	NO BID
20. Dust Mop Heads 36"	\$23.76	\$5.60	NO BID
21. Dust Mop Wooden Handle	\$24.06	\$7.20	NO BID
22. Dust Pan	NO BID	\$8.70	NO BID
23. Dust Mop Frame 24"	\$6.58	\$4.90	NO BID
24. Dust Mop Heads 24"	\$14.51	\$4.60	NO BID
25. Dust Mop Frames 12"	NO BID	NO BID	NO BID
26. Dust Mop Heads 12"	NO BID	NO BID	NO BID
27. Furniture Polish	\$62.78	<u>\$24.75</u>	NO BID
28. Germicidal, Q-Trol	NO BID	\$7.90	NO BID
29. Glass Cleaner Foam Aerosol	\$50.04	<u>\$22.00</u>	NO BID
30. Sky Hand Soap Dispenser	NO BID	\$9.95	NO BID
31. Hand Cleaner, Go-Jo	NO BID	NO BID	NO BID
32. Clean/Fresh Liquid Hand Soap	NO BID	\$29.90	NO BID
33. Liquid Drain Opener	NO BID	<u>\$25.50</u>	NO BID
34. Mop Heads, 24 oz.	NO BID	\$52.00	NO BID
35. Mop Pail 25 qt. Capacity	NO BID	<u>\$39.50</u>	NO BID
36. Mop Handle 60"	NO BID	<u>\$12.90</u>	NO BID
37. Mop Stick	NO BID	<u>\$7.95</u>	NO BID
38. Plastic Liners 15"x9"x31"	\$45.38	NO BID	<u>\$32</u>

JANITORIAL SUPPLIES	COOPERFRIEDMAN	CENTRAL	UNITED SALES
CONTRACT #1121-03	d/b/a COOPER EL.	POLY	USA CORP
ITEM #			
1. Ammonia	NO BID	NO BID	\$34.10
2. Auto Dri	NO BID	NO BID	NO BID
3. Bleach, gallons	NO BID	NO BID	<u>\$13.54</u>
4. Bowl Cleaner	NO BID	NO BID	\$19.38
5. Push Broom 24"	NO BID	NO BID	<u>\$10.41</u>
6. Brute Mobile Container	\$52.10	NO BID	\$32.50
7. Bucket 11 qt. heavy-duty	<u>\$4.85</u>	NO BID	\$6.68
8. Bug Spray	NO BID	NO BID	\$40.25
9. Carpet Shampoo	NO BID	NO BID	<u>\$38.19</u>
10. Carpet Spot Remover Foam	NO BID	NO BID	NO BID
11. Cellulose Sponge	NO BID	NO BID	NO BID
12. Cleaner, Foam Type	NO BID	NO BID	NO BID
13. Babo	NO BID	NO BID	\$31.24
14. Cups	NO BID	NO BID	<u>\$33.75</u>
15. Corm Broom	\$10.95	NO BID	\$8.46
16. Disinfectant Spray	NO BID	NO BID	<u>\$27.05</u>
17. Dust Mop Frames 48"	\$4.30	NO BID	\$4.59
18. Dust Mop Heads 48"	\$13.40	NO BID	\$8.39
19. Dust Mop Frames 36"	\$3.95	NO BID	\$3.75
20. Dust Mop Heads 36"	\$5.45	NO BID	\$6.83
21. Dust Mop Wooden Handle	\$8.70	NO BID	\$7.21
22. Dust Pan	\$8.45	NO BID	\$8.44
23. Dust Mop Frame 24"	\$2.65	NO BID	\$2.89
24. Dust Mop Heads 24"	\$4.55	NO BID	\$5.61
25. Dust Mop Frames 12"	NO BID	NO BID	<u>\$3.40</u>
26. Dust Mop Heads 12"	NO BID	NO BID	<u>\$4.30</u>
27. Furniture Polish	NO BID	NO BID	\$29.15
28. Germicidal, Q-Trol	NO BID	NO BID	<u>\$7.44</u>
29. Glass Cleaner Foam Aerosol	NO BID	NO BID	\$23.45
30. Sky Hand Soap Dispenser	NO BID	NO BID	<u>\$8.31 w/#32</u>
31. Hand Cleaner, Go-Jo	NO BID	NO BID	NO BID
32. Clean/Fresh Liquid Hand Soap	NO BID	NO BID	<u>\$26</u>
33. Liquid Drain Opener	NO BID	NO BID	NO BID
34. Mop Heads, 24 oz.	NO BID	NO BID	\$55.34
35. Mop Pail 25 qt. Capacity	\$55.00	NO BID	\$49.89
36. Mop Handle 60"	\$6.35	NO BID	NO BID
37. Mop Stick	NO BID	NO BID	NO BID
38. Plastic Liners 15"x9"x31"	NO BID	\$34.00	\$89.94

JANITORIAL SUPPLIES	ACUITYT SPEC.	MILL
CONTRACT #1121-03	d/b/a ZEP	WIPING RAGS
ITEM #		
1. Ammonia	NO BID	NO BID
2. Auto Dri	NO BID	NO BID
3. Bleach, gallons	NO BID	NO BID
4. Bowl Cleaner	\$48.00	NO BID
5. Push Broom 24"	NO BID	NO BID
6. Brute Mobile Container	NO BID	NO BID
7. Bucket 11 qt. heavy-duty	NO BID	NO BID
8. Bug Spray	NO BID	NO BID
9. Carpet Shampoo	NO BID	NO BID
10. Carpet Spot Remover Foam	NO BID	NO BID
11. Cellulose Sponge	NO BID	NO BID
12. Cleaner, Foam Type	NO BID	NO BID
13. Babo	NO BID	NO BID
14. Cups	NO BID	NO BID
15. Corm Broom	NO BID	NO BID
16. Disinfectant Spray	\$42.00	NO BID
17. Dust Mop Frames 48"	NO BID	NO BID
18. Dust Mop Heads 48"	NO BID	NO BID
19. Dust Mop Frames 36"	NO BID	NO BID
20. Dust Mop Heads 36"	NO BID	NO BID
21. Dust Mop Wooden Handle	NO BID	NO BID
22. Dust Pan	NO BID	NO BID
23. Dust Mop Frame 24"	NO BID	NO BID
24. Dust Mop Heads 24"	NO BID	NO BID
25. Dust Mop Frames 12"	NO BID	NO BID
26. Dust Mop Heads 12"	NO BID	NO BID
27. Furniture Polish	NO BID	NO BID
28. Germicidal, Q-Trol	\$17.00	NO BID
29. Glass Cleaner Foam Aerosol	\$36.00	NO BID
30. Sky Hand Soap Dispenser	NO BID	NO BID
31. Hand Cleaner, Go-Jo	\$15.00	NO BID
32. Clean/Fresh Liquid Hand Soap	NO BID	NO BID
33. Liquid Drain Opener	\$38.00	NO BID
34. Mop Heads, 24 oz.	NO BID	NO BID
35. Mop Pail 25 qt. Capacity	NO BID	NO BID
36. Mop Handle 60"	NO BID	NO BID
37. Mop Stick	NO BID	NO BID
38. Plastic Liners 15"x9"x31"	NO BID	NO BID

ITEM #	AMREICAN	INTERBORO	IMPERIAL
	PAPER	PACKAGING	BAG & PAPER
39. Plastic Liners 22"x16"x60"	NO BID	\$26.24	\$71.32
40. Plastic Liners 23"x10"x44"	NO BID	<u>\$34.82</u>	NO BID
41. Plastic Liners 30"x37"x16 mic	NO BID	\$18.34	\$51.15
42. Plastic Liners 22"x16"x0"	NO BID	\$40.74	NO BID
43. Kraft Waxed Bags	<u>\$19.81</u>	NO BID	\$20.00
44. Polishing Pads 17"	\$10.21	NO BID	\$10.19
45. Rags, Balbriggan	\$41.25	NO BID	\$46.43
46. Rubber Gloves Large	<u>\$0.44</u>	NO BID	\$5.45
47. Refuse Container w/Cover	\$24.28	NO BID	NO BID
48. Waste Basket	\$4.38	NO BID	\$6.77
49. Sanitary Napkins Disposal	<u>\$19.47</u>	NO BID	NO BID
50. Spray Buff Pads 17"	\$10.71	NO BID	<u>\$10.19</u>
51. Spray Pads, 20"	\$13.93	NO BID	<u>\$13.23</u>
52. Stripping Pads 17"	\$11.27	NO BID	<u>\$10.19</u>
53. Stripping Pads 20"	\$14.48	NO BID	<u>\$13.23</u>
54. Treaded Handles 60"	<u>\$2.94</u>	NO BID	\$3.04
55. Toilet Tissue 2 Ply	\$31.01	NO BID	\$42.25
56. Urinal Screens w/Covered Bl.	\$15.82	NO BID	<u>\$10.07</u>
57. Window Squeegee Frame 12"	\$17.62	NO BID	<u>\$6.49</u>
58. Doodle Pads & Holder	NO BID	NO BID	\$7.22
59. Zing CPC Clean. & Polish.Comp.	NO BID	NO BID	NO BID
60. Zep Rust Stain Remover	NO BID	NO BID	NO BID
61. Green Scrub Pads Very Fine	\$5.95	NO BID	\$4.31
62. Vinyl Gloves, Powerless Lg	NO BID	\$38.00	\$39.00
63. Latex Disposal Gloves S,M,L	NO BID	\$19.00	<u>\$69.00</u>
64. Pail	\$25.69	NO BID	\$24.83
65. Emotion Towels 10"	\$53.89	NO BID	\$60.43
66. Emotion Auto. Touchless Disp	NO BID	NO BID	<u>\$36.43</u>
67. Double Toilet Paper Holders	NO BID	NO BID	NO BID
68. Stripping Pads 13"	\$8.14	NO BID	<u>\$6.79</u>
69. Buffing Pads 13"	\$8.14	NO BID	<u>\$6.79</u>
70. Unger PPP Pickers	\$21.19	NO BID	NO BID
71. Razor Fl. Scraper w/Alum. Hand	\$14.28	NO BID	\$10.00
72. Toy Brooms 30"	<u>\$2.57</u>	NO BID	\$3.30
73. Feather Duster 36"	\$12.49	NO BID	NO BID
74. Boraxo Pow. Hand Soap	\$79.33	NO BID	\$74.14
75. Lava Hand Soap, Bars	\$49.49	NO BID	NO BID
76. Vandal Removal	\$80.64	NO BID	NO BID
77. Toilet Bowl Brush 3"	<u>\$1.12</u>	NO BID	NO BID
78. Defoamer	\$61.78	NO BID	NO BID
79. Urinal Screen	\$179.49	NO BID	<u>\$20.93</u>
80. Wall Mounted Freshener	\$176.94	NO BID	NO BID
81. Pumie Scour. Pads	\$28.72	NO BID	\$30.07
82. Lotion Hand Soad	<u>\$27.71</u>	NO BID	\$37.54

ITEM #	OCEAN	AMITY	UNIPAK
	JANITORIAL	VACUUM	
39. Plastic Liners 22"x16"x60"	\$44.44	NO BID	\$24.50
40. Plastic Liners 23"x10"x44"	\$27.10	NO BID	\$37.50
41. Plastic Liners 30"x37"x16 mic	\$32.26	NO BID	\$24.95
42. Plastic Linrs 22"x16"x0"	\$44.44	NO BID	\$27.25
43. kraft Waxed Bags	NO BID	NO BID	NO BID
44. Polishing Pads 17"	\$27.59	\$9.90	NO BID
45. Rags, Balbriggan	NO BID	\$79.00	NO BID
46. Rubber Gloves Large	NO BID	\$49	NO BID
47. Rufuse Container w/Cover	NO BID	\$33.00	NO BID
48. Waste Basket	\$12.28	NO BID	NO BID
49. Sanitary Napkins Disposal	NO BID	NO BID	NO BID
50. Spray Buff Pads 17"	NO BID	\$9.90	NO BID
51. Spray Pads, 20"	\$35.71	\$13.40	NO BID
52. Stripping Pads 17"	\$28.36	\$11.10	NO BID
53. Stripping Pads 20"	\$36.71	\$13.40	NO BID
54. Treaded Handles 60"	\$6.19	\$3.50	NO BID
55. Toilet Tissue 2 Ply	NO BID	NO BID	NO BID
56. Urinal Screens w/Covered Bl.	NO BID	\$10.50	NO BID
57. Window Squeegee Frame 12"	\$25.05	\$10.75	NO BID
58. Doodle Pads & Holder	\$30.39	\$5.90	NO BID
59. Zing CPC Clean. & Polish.Comp.	NO BID	NO BID	NO BID
60. Zep Rust Stain Remover	NO BID	NO BID	NO BID
61. Green Scrub Pads Very Fine	\$39.24	\$1.45	NO BID
62. Vinyl Gloves, Powerless Lg	\$99.90	NO BID	\$28.50
63. Latex Disposal Gloves S,M,L	\$119.90	NO BID	NO BID
64. Pail	\$76.02	\$19.90	NO BID
65. Emmotion Towels 10"	\$99.40	NO BID	NO BID
66. Emotion Auto. Touchless Disp	\$83.95	NO BID	NO BID
67. Double Toilet Paper Holders	\$39.64	\$17.70	NO BID
68. Stripping Pads 13"	\$19.24	\$7.20	NO BID
69. Buffing Pads 13"	\$18.73	\$7.20	NO BID
70. Unger PPP Pickers	\$25.10	\$15.10	NO BID
71. Razor Fl. Scraper w/Alum. Hand	\$32.56	\$8.50	NO BID
72. Toy Brooms 30"	NO BID	\$2.95	NO BID
73. Feather Duster 36"	NO BID	\$7.90	NO BID
74. Boraxo Pow. Hand Soap	\$632.32	\$69.90	NO BID
75. Lava Hand Soap, Bars	NO BID	\$44.00	NO BID
76. Vandal Removal	\$82.18	\$39.90	NO BID
77. Toilet Bowl Brush 3"	NO BID	\$1.75	NO BID
78. Defoamer	\$75.78	\$37.85	NO BID
79. Urinal Screen	NO BID	\$132.00	NO BID
80. Wall Mountd Freshener	NO BID	\$130.00	NO BID
81. Pumie Scour. Pads	NO BID	\$28.00	NO BID
82. Lotion Hand Soad	NO BID	\$52.00	NO BID

ITEM #	COOPERFRIEDMAN	CENTRAL	UNITED SALES
	d/b/a COOPER EL.	POLY	USA CORP
39. Plastic Liners 22"x16"x60"	NO BID	\$32.50	\$55.31
40. Plastic Liners 23"x10"x44"	NO BID	\$36.00	\$87.19
41. Plastic Liners 30"x37"x16 mic	NO BID	\$26.00	\$27.50
42. Plastic Liners 22"x16"x0"	NO BID	\$43.00	\$70.74
43. kraft Waxed Bags	NO BID	NO BID	NO BID
44. Polishing Pads 17"	NO BID	NO BID	NO BID
45. Rags, Balbriggan	NO BID	NO BID	NO BID
46. Rubber Gloves Large	NO BID	NO BID	NO BID
47. Refuse Container w/Cover	\$24.00	NO BID	NO BID
48. Waste Basket	\$4.25	NO BID	NO BID
49. Sanitary Napkins Disposal	NO BID	NO BID	NO BID
50. Spray Buff Pads 17"	NO BID	NO BID	NO BID
51. Spray Pads, 20"	NO BID	NO BID	NO BID
52. Stripping Pads 17"	\$44.00	NO BID	NO BID
53. Stripping Pads 20"	\$34.10	NO BID	NO BID
54. Treaded Handles 60"	\$3.15	NO BID	NO BID
55. Toilet Tissue 2 Ply	NO BID	\$50.00	\$25.43
56. Urinal Screens w/Covered Bl.	NO BID	NO BID	NO BID
57. Window Squeegee Frame 12"	NO BID	NO BID	NO BID
58. Doodle Pads & Holder	NO BID	NO BID	NO BID
59. Zing CPC Clean. & Polish.Comp.	NO BID	NO BID	NO BID
60. Zep Rust Stain Remover	NO BID	NO BID	NO BID
61. Green Scrub Pads Very Fine	\$36.45/case	NO BID	NO BID
62. Vinyl Gloves, Powerless Lg	NO BID	NO BID	\$41.25
63. Latex Disposal Gloves S,M,L	NO BID	NO BID	\$87.50/100 box
64. Pail	\$24.95	NO BID	\$78.68
65. Emotion Towels 10"	NO BID	\$76.70	\$37.34
66. Emotion Auto. Touchless Disp	NO BID	NO BID	NO BID
67. Double Toilet Paper Holders	NO BID	NO BID	NO BID
68. Stripping Pads 13"	\$18.00	NO BID	NO BID
69. Buffing Pads 13"	\$17.45	NO BID	NO BID
70. Unger PPP Pickers	NO BID	NO BID	NO BID
71. Razor Fl. Scraper w/Alum. Hand	NO BID	NO BID	NO BID
72. Toy Brooms 30"	NO BID	NO BID	NO BID
73. Feather Duster 36"	NO BID	NO BID	NO BID
74. Boraxo Pow. Hand Soap	NO BID	NO BID	NO BID
75. Lava Hand Soap, Bars	NO BID	NO BID	NO BID
76. Vandal Removal	NO BID	NO BID	NO BID
77. Toilet Bowl Brush 3"	NO BID	NO BID	NO BID
78. Defoamer	NO BID	NO BID	NO BID
79. Urinal Screen	NO BID	NO BID	NO BID
80. Wall Mounted Freshener	NO BID	NO BID	NO BID
81. Pumie Scour. Pads	NO BID	NO BID	NO BID
82. Lotion Hand Soad	NO BID	NO BID	NO BID

ITEM #	ACUITY SPEC	MILL
	d/b/a ZEP	WIPING RAGS
39. Plastic Liners 22"x16"x60"	NO BID	NO BID
40. Plastic Liners 23"x10"x44"	NO BID	NO BID
41. Plastic Liners 30"x37"x16 mic	NO BID	NO BID
42. Plastic Liners 22"x16"x0"	NO BID	NO BID
43. kraft Waxed Bags	NO BID	NO BID
44. Polishing Pads 17"	NO BID	NO BID
45. Rags, Balbriggan	NO BID	\$26.50
46. Rubber Gloves Large	NO BID	NO BID
47. Refuse Container w/Cover	NO BID	NO BID
48. Waste Basket	NO BID	NO BID
49. Sanitary Napkins Disposal	NO BID	NO BID
50. Spray Buff Pads 17"	NO BID	NO BID
51. Spray Pads, 20"	NO BID	NO BID
52. Stripping Pads 17"	NO BID	NO BID
53. Stripping Pads 20"	NO BID	NO BID
54. Treaded Handles 60"	NO BID	NO BID
55. Toilet Tissue 2 Ply	NO BID	NO BID
56. Urinal Screens w/Covered Bl.	NO BID	NO BID
57. Window Squeegee Frame 12"	NO BID	NO BID
58. Doodle Pads & Holder	NO BID	NO BID
59. Zing CPC Clean. & Polish.Comp.	NO BID	NO BID
60. Zep Rust Stain Remover	NO BID	NO BID
61. Green Scrub Pads Very Fine	NO BID	NO BID
62. Vinyl Gloves, Powerless Lg	NO BID	NO BID
63. Latex Disposal Gloves S,M,L	NO BID	NO BID
64. Pail	NO BID	NO BID
65. Emotion Towels 10"	NO BID	NO BID
66. Emotion Auto. Touchless Disp	NO BID	NO BID
67. Double Toilet Paper Holders	NO BID	NO BID
68. Stripping Pads 13"	NO BID	NO BID
69. Buffing Pads 13"	NO BID	NO BID
70. Unger PPP Pickers	NO BID	NO BID
71. Razor Fl. Scraper w/Alum. Hand	NO BID	NO BID
72. Toy Brooms 30"	NO BID	NO BID
73. Feather Duster 36"	NO BID	NO BID
74. Boraxo Pow. Hand Soap	NO BID	NO BID
75. Lava Hand Soap, Bars	NO BID	NO BID
76. Vandal Removal	NO BID	NO BID
77. Toilet Bowl Brush 3"	NO BID	NO BID
78. Defoamer	NO BID	NO BID
79. Urinal Screen	NO BID	NO BID
80. Wall Mounted Freshener	NO BID	NO BID
81. Pumie Scour. Pads	NO BID	NO BID
82. Lotion Hand Soad	NO BID	NO BID



ITEM #	AMERICAN	INTERBORO	IMPERIAL
	PAPER	PACKAGING	BAG & PAPER
83. 3M Floor Pad Plus	\$199.01	NO BID	\$241.71
84. 3M Pads for Stripping 20"	\$51.12	NO BID	\$71.41
85. Purell Sanitizing Wipes	\$51.39	NO BID	NO BID
86. Purell Adv. Hand San. Foam	\$50.45	NO BID	\$57.49
87. 1/2 Fold Toilet Seat Covers	\$25.35	NO BID	\$44.22
88. Spray Bottle-Plastic	\$1.63	NO BID	3.64
89. Multi-Fold Towel Dispenser	NO BID	NO BID	\$34.91
90. Multi-Fold Towel Dispenser	NO BID	NO BID	\$34.91
91. Paper Towel Dispenser	NO BID	NO BID	NO BID
92. Towel, Paper	\$53.10	NO BID	\$23.34
93. Towel, Paper	\$17.41	NO BID	\$22.41
94. Foam Soap	NO BID	NO BID	NO BID
95. Stripping Pad 17"	\$82.53	NO BID	\$25.60
96. Floor Finish	\$90.13	NO BID	NO BID
97. Floor Stripper	\$60.21	NO BID	NO BID
98. Toilet Paper Dispenser	NO BID	NO BID	NO BID
99. Toilet Paper Dispenser	NO BID	NO BID	\$25.50
100. Toilet Paper 9" 2 Ply	\$21.54	NO BID	\$30.13
101. Fresh Products Eco Air Cabin.	\$4.67	NO BID	NO BID
102. Floor Finish	\$86.31	NO BID	NO BID
103. Floor Finish	\$60.63	NO BID	NO BID
104. Vacuum Bags	\$64.67	NO BID	NO BID

ITEM #	OCEAN	AMITY	UNIPAK
	JANITORIAL	VACUUM	
83. 3M Floor Pad Plus	\$243.92	NO BID	NO BID
84. 3M Pads for Stripping 20"	\$69.26	<u>\$19.50</u>	NO BID
85. Purell Sanitizing Wipes	NO BID	NO BID	NO BID
86. Purell Adv. Hand San. Foam	NO BID	NO BID	NO BID
87. 1/2 Fold Toilet Seat Covers	NO BID	NO BID	NO BID
88. Spray Bottle-Plastic	\$1.99	<u>\$1.60</u>	NO BID
89. Multi-Fold Towel Dispenser	NO BID	NO BID	NO BID
90. Multi-Fold Towel Dispenser	NO BID	NO BID	NO BID
91. Paper Towel Dispenser	\$68.25	<u>\$45.10</u>	NO BID
92. Towel, Paper	\$73.08	NO BID	NO BID
93. Towel, Paper	\$35.57	NO BID	NO BID
94. Foam Soap	<u>\$51.66</u>	NO BID	NO BID
95. Stripping Pad 17"	<u>\$43.83</u>	NO BID	NO BID
96. Floor Finish	<u>\$119.98</u>	NO BID	NO BID
97. Floor Stripper	<u>\$97.58</u>	NO BID	NO BID
98. Toilet Paper Dispenser	\$40.68	<u>\$24.00</u>	NO BID
99. Toilet Paper Dispenser	\$47.57	<u>\$29.00</u>	NO BID
100. Toilet Paper 9" 2 Ply	\$50.74	NO BID	NO BID
101. Fresh Products Eco Air Cabin.	NO BID	\$5.50	NO BID
102. Floor Finish	<u>\$107.31</u>	NO BID	NO BID
103. Floor Finish	<u>\$131.04</u>	NO BID	NO BID
104. Vacuum Bags	NO BID	NO BID	NO BID

s/janitorial supplies 2021

tab 2

ITEM #	COOPERFRIEDMAN	CENTRAL	UNITED SALES
	d/b/a COOPER EL.	POLY	USA CORP
83. 3M Floor Pad Plus	NO BID	NO BID	NO BID
84. 3M Pads for Stripping 20"	NO BID	NO BID	NO BID
85. Purell Sanitizing Wipes	NO BID	NO BID	NO BID
86. Purell Adv. Hand San. Foam	NO BID	NO BID	NO BID
87. 1/2 Fold Toilet Seat Covers	NO BID	NO BID	NO BID
88. Spray Bottle-Plastic	NO BID	NO BID	NO BID
89. Multi-Fold Towel Dispenser	NO BID	NO BID	NO BID
90. Multi-Fold Towel Dispenser	NO BID	NO BID	NO BID
91. Paper Towel Dispenser	NO BID	NO BID	NO BID
92. Towel, Paper	NO BID	\$26.20	<del>\$17.97</del>
93. Towel, Paper	NO BID	\$18.77	\$14.76
94. Foam Soap	NO BID	NO BID	NO BID
95. Stripping Pad 17"	NO BID	NO BID	NO BID
96. Floor Finish	NO BID	NO BID	NO BID
97. Floor Stripper	NO BID	NO BID	NO BID
98. Toilet Paper Dispenser	NO BID	NO BID	NO BID
99. Toilet Paper Dispenser	NO BID	NO BID	NO BID
100. Toilet Paper 9" 2 Ply	NO BID	\$26.00	<del>\$14.84</del>
101. Fresh Products Eco Air Cabin.	NO BID	NO BID	NO BID
102. Floor Finish	NO BID	NO BID	NO BID
103. Floor Finish	NO BID	NO BID	NO BID
104. Vacuum Bags	NO BID	NO BID	NO BID

ITEM #	ACUITY SPEC	MILL
	d/b/a ZEP	WIPING RAGS
83. 3M Floor Pad Plus	NO BID	NO BID
84. 3M Pads for Stripping 20"	NO BID	NO BID
85. Purell Sanitizing Wipes	NO BID	NO BID
86. Purell Adv. Hand San. Foam	NO BID	NO BID
87. 1/2 Fold Toilet Seat Covers	NO BID	NO BID
88. Spray Bottle-Plastic	NO BID	NO BID
89. Multi-Fold Towel Dispenser	NO BID	NO BID
90. Multi-Fold Towel Dispenser	NO BID	NO BID
91. Paper Towel Dispenser	NO BID	NO BID
92. Towel, Paper	NO BID	NO BID
93. Towel, Paper	NO BID	NO BID
94. Foam Soap	NO BID	NO BID
95. Stripping Pad 17"	NO BID	NO BID
96. Floor Finish	NO BID	NO BID
97. Floor Stripper	NO BID	NO BID
98. Toilet Paper Dispenser	NO BID	NO BID
99. Toilet Paper Dispenser	NO BID	NO BID
100. Toilet Paper 9" 2 Ply	NO BID	NO BID
101. Fresh Products Eco Air Cabin.	NO BID	NO BID
102. Floor Finish	NO BID	NO BID
103. Floor Finish	NO BID	NO BID
104. Vacuum Bags	NO BID	NO BID

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

**No. 6**

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

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

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**Option Year Resolutions.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA.

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

**Michael Rand**

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

enclosure:

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

**OPTION RESOLUTIONS**  
**JANUARY 11, 2022**

- |    |   |   |
|----|---|---|
| 1. | CONTRACUAL EMERGENCY TIRE REPAIR  | -Barnwell House of<br>Tires   |
| 2. | PARTS AND LABOR REPAIRS TO STETCO<br>CLEANER UNITS                      | -Jack Doheny<br>Companies   |
| 3. | PARTS AND LABOR REPAIRS TO VACTOR<br>SEWER CLEANER COMBINATION MACHINES | -Jack Doheny<br>Companies   |
| 4. | SPECIAL BUS TRIPS   | -Suffolk<br>Transportation Srv.<br>-Regency<br>Transportation, Ltd. |
| 5. | SODIUM HYPOCHLORITE FOR WATER<br>TREATMENT & OTHER USES                 | -Autochem Corp.<br>-Twin County<br>Swimming Pool<br>Maint. & Supply |

NO: 1 CONTRACTUAL EMERGENCY TIRE REPAIR

VENDOR: Barnwell House of Tires

OPTION: Two (2) additional years

ANTICIPATED EXPENDITURE: \$100,000.00

DEPARTMENT: Public Works

JUSTIFICATION OF NEED: To repair and/or replace tires for Town-owned equipment.

NO: 2 PARTS AND LABOR REPAIRS TO STETCO CATCH BASIN CLEARER UNITS

VENDOR: Jack Doheny Companies, Inc.

OPTION: Two (2) additional years

ANTICIPATED EXEPNDITURE: \$10,000.00

DEPARTMENT: Public Works

JUSTIFICATION OF NEED: To maintain catch basin clearer units.



**NO:** 3 **PARTS AND LABOR REPAIRS TO VACTOR SEWER CLEANER  
COMBINATION MACHINES**

**VENDOR:** Jack Doheny Companies, Inc.

**OPTION:** Two (2) additional years

**ANTICIPATED EXPENDITURE:** \$10,000.00

**DEPARTMENT:** Public Works

**JUSTIFICATION OF NEED:** To maintain sewer cleaner combination machines.

NO: 4

**SPECIAL BUS TRIPS**

**VENDORS:** Suffolk Transportation Service, Inc.  
Regency Transportation, Ltd

**OPTION:** One (1) year

**ANTICIPATED EXPENDITURE:** \$25,000.00

**DEPARTMENT:** Parks, Recreation & Cultural Affairs

**JUSTIFICATION OF NEED:** To provide transportation to special events  
under Cultural Events and events under Recreation.

NO: 5

SODIUM HYPOCHLORITE FOR WATER TREATMENT & OTHER USES

VENDORS: Autochem Corp.  
Twin County Swimming Pool Maintenance & Supply Co.

OPTION: First one (1) year period – JANARY 1, 2022 to  
DECEMBER 31, 2022

ANTICIPATED EXPENDITURE: \$35,000.00

DEPARTMENT: Parks, Recreation & Cultural Affairs

JUSTIFICATION OF NEED: Chlorine needed to maintain Town pools.

NO: 1 CONTRACTUAL EMERGENCY TIRE REPAIR

VENDOR: Barnwell House of Tires

OPTION: Two (2) additional years

ANTICIPATED EXPENDITURE: \$100,000.00

DEPARTMENT: Public Works

JUSTIFICATION OF NEED: To repair and/or replace tires for Town-owned equipment.

WHEREAS, by a Town Board resolution adopted February 11, 2020, Contract #1219-20 for CONTRACTUAL EMERGENCY TIRE REPAIR was awarded to Barnwell House of Tires, 65 Jetson Lane, Central Islip, NY 11722, the lowest responsible bidder; and

WHEREAS, said contract was for a period of two (2) years from date of award, with an option to renew for two (2) additional years, under the same terms and conditions; and

WHEREAS, the Commissioner of Public Works has recommended that the Town exercise the option to renew this contract for the two (2) year period.

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

RESOLVED, that the Town Board of the Town of Islip hereby authorizes to exercise the option to renew the contract with Barnwell House of Tires (Contract #1219-20) for the two (2) year period under the same terms and conditions.

Upon a vote being taken, the result was:



TOWN OF ISLIP

OFFICE OF THE SUPERVISOR  
**Department of Purchase**

401 MAIN STREET • ROOM 227 • ISLIP, NEW YORK 11751 • PHONE (631) 224-5515 • FAX: (631) 224-5517

**Angie M. Carpenter, Supervisor**

TO: Thomas Owens, Comm. Public Works

FROM: Barbara Maltese, Principal Office Assistant

DATE: November 30, 2021

RE: CONTRACTUAL EMERGENCY TIRE REPAIR, CONTRACT #1219-20

The option year for the above mentioned contract is FEBRUARY 11, 2022. 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 CONTRACTUAL  
EMERGENCY TIRE REPAIR, CONTRACT #1219-20; and

WHEREAS, the bid was advertised twice and opened on January 2, 2020; and

WHEREAS, Barnwell House of Tires, 65 Jetson Lane, Central Islip, NY 11722 submitted  
the only bid for this contract; and

WHEREAS, Barnwell House of Tires has been determined to be a responsible bidder.

NOW, THEREFORE, on a motion of Council Mary Kate Mullen  
seconded by Council John C. Cochrane, Jr.,

RESOLVED, that the Town Board of the Town of Islip hereby award the contract to  
Barnwell House of Tires in the amount of various prices as per bid items #1 through 53 and  
Replacement Parts 15% above fleet cost for Contractual Emergency Tire Repair for two (2) years  
from date of award with the Town's option to renew for two (2) additional years.

Upon a vote being taken, the result was: unanimous

NO: 2 PARTS AND LABOR REPAIRS TO STETCO CATCH BASIN CLEARER UNITS

VENDOR: Jack Doheny Companies, Inc.

OPTION: Two (2) additional years

ANTICIPATED EXEPNDITURE: \$10,000.00

DEPARTMENT: Public Works

JUSTIFICATION OF NEED: To maintain catch basin clearer units.



WHEREAS, by a Town Board resolution adopted February 11, 2020 Contract #1219-182 for PARTS AND LABOR REPAIRS TO STETCO CATCH BASIN CLEANR UNITS was awarded to Jack Doheny Companies, Inc., 777 Doheny Dr., P. O. Box 609, Northville, MI 48167, the lowest responsible bidder; and

WHEREAS, said contract was for a period of two (2) years from date of award, with an option to renew for two (2) additional years, under the same terms and conditions; and

WHEREAS, the Commissioner of Public Works has recommended that the Town exercise the option to renew this contract for the two (2) year period.

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

RESOLVED, that the Town Board of the Town of Islip hereby authorizes to exercise the option to renew the contract with Jack Doheny Companies, Inc., (Contract #1219-182) for the two (2) year period under the same terms and conditions.

Upon a vote being taken, the result was:



TOWN OF ISLIP

OFFICE OF THE SUPERVISOR  
**Department of Purchase**

401 MAIN STREET • ROOM 227 • ISLIP, NEW YORK 11751 • PHONE (631) 224-5515 • FAX: (631) 224-5517

**Angie M. Carpenter, Supervisor**

TO: Thomas Owens, Comm. Public Works

FROM: Barbara Maltese, Principal Office Assistant *B. Maltese*

DATE: November 30, 2021

RE: PARTS AND LABOR REPAIRS TO STETCO CATCH BASIN  
CLEANER UNITS, CONTRACT #1219-182

The option year for the above mentioned contract is FEBRUARY 11, 2022. 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 PARTS AND LABOR REPAIRS TO STETCO CATCH BASIN CLEANER UNITS, CONTRACT #1219-182; and

WHEREAS, the bid was advertised twice and opened on January 2, 2020; and

WHEREAS, Jack Doheny Companies, Inc., 777 Doheny Dr., P. O. Box 609, Northville, MI 48167 submitted the only bid for this contract; and

WHEREAS, Jack Doheny Companies, Inc. has been determined to be a responsible bidder.

NOW, THEREFORE, on a motion of Council Mary Kate Mullen  
seconded by Council John G. Cochrane, Jr., be it

RESOLVED, that the Town Board of the Town of Islip hereby award the contract to Jack Doheny Companies, Inc. in the amount of: 1. 0%/disc. (Parts); 2. \$140.00/hr. (Labor) for two (2) years from date of award with the Town's option to renew for two (2) additional years.

Upon a vote being taken, the result was: unanimous

NO: 3 PARTS AND LABOR REPAIRS TO VACTOR SEWER CLEANER  
COMBINATION MACHINES

VENDOR: Jack Doheny Companies, Inc.

OPTION: Two (2) additional years

ANTICIPATED EXPENDITURE: \$10,000.00

DEPARTMENT: Public Works

JUSTIFICATION OF NEED: To maintain sewer cleaner combination machines.

WHEREAS, by a Town Board resolution adopted February 11, 2020 Contract #1219-181 for PARTS AND LABOR REPAIRS TO VACTOR SEWER CLEANER COMBINATION MACHINES, was awarded to Jack Doheny Companies Inc., 777 Doheny Dr., P. O. Box 609, Northville, MI 48167, the lowest responsible bidder; and

WHEREAS, said contract was for a period of two (2) years from date of award, with an option to renew for two (2) additional years , under the same terms and conditions; and

WHEREAS, the Commissioner of Public Works has recommended that the Town exercise the option to renew this contract for the two (2) year period.

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

RESOLVED, that the Town Board of the Town of Islip hereby authorizes to exercise the option to renew the contract with Jack Doheny Companies, Inc., (Contract #1219-181) for the two (2) year period under the same terms and conditions.

Upon a vote being taken, the result was:



TOWN OF ISLIP

OFFICE OF THE SUPERVISOR  
**Department of Purchase**

401 MAIN STREET • ROOM 227 • ISLIP, NEW YORK 11751 • PHONE (631) 224-5515 • FAX: (631) 224-5517

**Angie M. Carpenter, Supervisor**

TO: Thomas Owens, Comm. Public Works

FROM: Barbara Maltese, Principal Office Assistant *B. Maltese*

DATE: November 30, 2021

RE: PARTS AND LABOR REPAIRS TO VACTOR SEWER CLEANER  
COMBINATION MACHINES, CONTRACT #1219-181

The option year for the above mentioned contract is FEBRUARY 11, 2022. 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 PARTS AND LABOR  
REPAIRS TO VACTOR SEWER CLEANER COMBINATION MACHINES, CONTRACT #1219-181; and

WHEREAS, the bid was advertised twice and opened on January 2, 2020; and

WHEREAS, Jack Doheny Companies, Inc., 777 Doheny Drive, P. O. Box 609, Northville, MI  
48167 submitted the only bid for this contract; and

WHEREAS, Jack Doheny Companies, Inc. has been determined to be a responsible  
bidder.

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

RESOLVED, that the Town Board of the Town of Islip hereby award the contract to Jack  
Doheny Companies, Inc. in the amount of: 1. 0%/disc. (Parts); 2. \$140.00/hr. (Labor) for two (2)  
years from date of award with the Town's option to renew for two (2) additional years.

Upon a vote being taken, the result was: unanimous

NO: 4

SPECIAL BUS TRIPS

VENDORS: Suffolk Transportation Service, Inc.  
Regency Transportation, Ltd

OPTION: One (1) year

ANTICIPATED EXPENDITURE: \$25,000.00

DEPARTMENT: Parks, Recreation & Cultural Affairs

JUSTIFICATION OF NEED: To provide transportation to special events  
under Cultural Events and events under Recreation.



WHEREAS, by a Town Board resolution adopted February 9, 2021, Contract #1220-167 for SPECIAL BUS TRIPS was awarded to Suffolk Transportation Service, Inc., 120 Moffitt Blvd., Bay Shore, NY 11706 and Regency Transportation, Ltd, 38 Southern Blvd., Nesconset, NY 11767, 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, under the same terms and conditions; and

WHEREAS, the Commissioner of Parks, Recreation & Cultural Affairs 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 to exercise the option to renew the contract with Suffolk Transportation Service, Inc. and Regency Transportation, Ltd. (Contract #1220-167) for the one (1) year period under the same terms and conditions.

Upon a vote being taken, the result was:



TOWN OF ISLIP OFFICE OF THE SUPERVISOR  
Department of Purchase

401 MAIN STREET • ROOM 227 • ISLIP, NEW YORK 11751 • PHONE (631) 224-5515 • FAX: (631) 224-5517

Angie M. Carpenter, Supervisor

TO: Thomas Owens, Comm. Parks, Recreation & Cultural Affairs  
FROM: Barbara Maltese, Principal Office Assistant  
DATE: November 30, 2021  
RE: SPECIAL BUS TRIPS, CONTRACT #1220-167

The option year for the above mentioned contract is FEBRUARY 9, 2022. 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 SPECIAL BUS TRIPS, CONTRACT #1220-167; and

WHEREAS, on November 25, 2020 sealed bids were opened and Suffolk Transportation Service, Inc., 120 Moffitt Blvd., Bay Shore, NY 11706 and Regency Transportation, Ltd., 38 Southern Blvd., Nesconset, NY 11767 submitted the apparent low dollar bids; and

WHEREAS, Suffolk Transportation Service, Inc. and Regency Transportation, Ltd. have been determined to be responsible bidders.

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

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

Suffolk Transportation Service, Inc. – items School Bus Trips #1 through 25

Regency Transportation, Ltd. – items Coach Bus Trips #1 through 30

for one (1) year from date of award with the Town's option to renew for one (1) additional year under the same terms and conditions.

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

NO: 5

SODIUM HYPOCHLORITE FOR WATER TREATMENT & OTHER USES

VENDORS: Autochem Corp.  
Twin County Swimming Pool Maintenance & Supply Co.

OPTION: First one (1) year period – JANARY 1, 2022 to  
DECEMBER 31, 2022

ANTICIPATED EXPENDITURE: \$35,000.00

DEPARTMENT: Parks, Recreation & Cultural Affairs

JUSTIFICATION OF NEED: Chlorine needed to maintain Town pools.

WHEREAS, by a Town Board resolution adopted February 9, 2021, Contract # 1220-12 for SODIUM HYPOCHLORITE FOR WATER TREATMENT AND OTHER USES was awarded to Autochem Corp., 296 W. Montauk Hwy., Hampton Bays, NY 11946 and Twin County Swimming Pool Maintenance & Supply Co., Inc., 79 Conklin St., Farmingdale, NY 11735, the lowest responsible bidders; and

WHEREAS, said contract was from date of award to DECEMBER 31, 2021 with an option to renew for two (2) one (1) year periods, specially, JANUARY 1, 2022 to DECEMBER 31, 2022 (first option), under the same terms and conditions; and

WHEREAS, the Commissioner of Parks, Recreation & Cultural Affairs has recommended that the Town exercise the option to renew this contract for the period JANUARY 1, 2022 to DECEMBER 31, 2022 (first option).

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

RESOLVED, that the Town Board of the Town of Islip hereby authorizes to exercise the option to renew the contract with Autochem Corp. and Twin County Swimming Pool Maintenance & Supply Co. (Contract #1220-12) for the JANUARY 1, 2022 to DECEMBER 31, 2022 period (first option) under the same terms and conditions.

Upon a vote being taken, the result was:



TOWN OF ISLIP

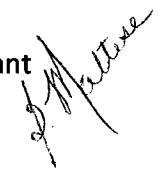
OFFICE OF THE SUPERVISOR

**Department of Purchase**

401 MAIN STREET • ROOM 227 • ISLIP, NEW YORK 11751 • PHONE (631) 224-5515 • FAX: (631) 224-5517

**Angle M. Carpenter, Supervisor**

TO: Thomas Owens, Comm. Parks, Recreation & Cultural Affairs

FROM: Barbara Maltese, Principal Office Assistant 

DATE: November 18, 2021

RE: SODIUM HYPOCHLORITE FOR WATER TREATMENT AND OTHER  
USES, CONTRACT #1221-12

The option year for the above mentioned contract is DECEMBER ~~31~~, 2021. Please indicate below your intentions:

We agree with extending the referenced contract

☒

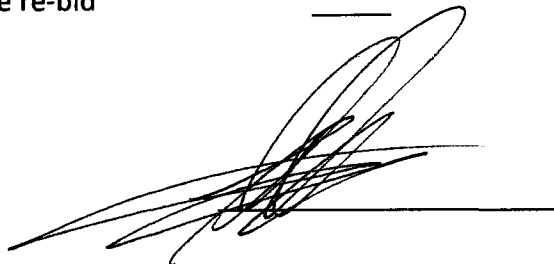
We do not wish to extend this contract

☐

We request that the service/commodity be re-bid

☐

SIGNED



WHEREAS, the Town solicited competitive bids for the purchase of SODIUM  
HYPOCHLORITE FOR WATER TREATMENT AND OTHER USES, CONTRACT #1220-12; and

WHEREAS, on December 9, 2020 sealed bids were opened and Autochem Corp., 296 W.  
Montauk Hwy., Hampton Bays, NY 11946 and Twin County Swimming Pool Maintenance &  
Supply Co., Inc., 797 Conklin St., Farmingdale, NY 11735 submitted the apparent low dollar bids;  
and

WHEREAS, Autochem Corp. and Twin County Swimming Pool Maintenance & Supply Co.,  
Inc. have been determined to be responsible bidders.

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

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

Autochem Corp. – item #2 \$500.00/drum

Twin County Swimming Pool Maintenance & Supply Co., Inc. – item #1 \$1.34/gal. from  
date of award to DECEMBER 31, 2021 with the Town's option to renew for two (2) one (1) year  
periods, specifically, JANUARY 1, 2022 to DECEMBER 31, 2022 (first option) and JANUARY 1,  
2023 to DECEMBER 31, 2023 (second option) under the same terms and conditions.

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

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

**No. 7**

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

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

---

**Town Board acceptance of a donation from Melcon Group Worldwide Inc. for Town of Islip uniforms and beanies.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA.

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

**Arthur Abbate**

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

enclosure:

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



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

---

**INSTRUCTIONS:** All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

---

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

Melcon Group Worldwide Inc. ("MGW"), is a minority and woman owned company that manufactures high visibility (PPE) clothing and is located at 1509 Lincoln Avenue, Holbrook, New York 11741; MGW wishes to donate Town of Islip uniforms and beanies to the Town.

+

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**SPECIFY WHERE APPLICABLE:**

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

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

- ☐ Type 1 action under 6 NYCRR, Section 617.4(b), number \_\_\_\_\_. Full EAF required.
- ☒ Type 2 action under 6 NYCRR, Section 617.5(c), number (26). SEQR review complete.
- ☐ Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
- 

  
\_\_\_\_\_  
**Signature of Commissioner/Department Head Sponsor**

December 28, 2021  
\_\_\_\_\_  
**Date**

Resolution #:

Date:

**WHEREAS**, Melcon Group Worldwide Inc. ("MGW"), is a minority and woman owned company that manufactures high visibility (PPE) clothing and is located at 1509 Lincoln Avenue, Holbrook, New York 11741; and

**WHEREAS**, MGW wishes to donate Town of Islip uniforms and beanies to the Town with an approximate value of \$82,000.00.

**NOW, THEREFORE**, on motion of Councilperson \_\_\_\_\_, seconded by Councilperson \_\_\_\_\_, be it

**RESOLVED**, that the Supervisor, is hereby authorized to accept the donation of Town of Islip uniforms and beanies with an approximate value of \$82,000.00.; and be it further

**RESOLVED**, that the Comptroller is authorized to make any necessary budgetary adjustments that may arise from this donation.

**UPON A VOTE BEING TAKEN**, the result was:

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

**No. 8**

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

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

---

**Authorization for the Town Clerk to advertise for a Public Hearing to consider enacting Local Law No. 1 of 2022 amending Local Law No. 8-2013 Chapter 19 of the Islip Town Code entitled "Fire Prevention".**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA.

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

**John R. DiCioccio, Esq.**

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

enclosure:

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

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

---

**INSTRUCTIONS:** All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

---

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

This resolution authorizes the Town Clerk to advertise for a public hearing to consider enacting a Local Law, amending Chapter 19 of the Islip Town Code entitled "Fire Prevention" as it relates to operation and structural maintenance of parking garages within the Town of Islip.

---

**SPECIFY WHERE APPLICABLE:**

1. Entity or individual benefitted by resolution: Town of Islip
  2. Site or location effected by resolution: Town Wide
  3. Cost: No cost to the Town of Islip
  4. Budget Line: N/A
  5. Amount and source of outside funding: N/A
- 

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

- ☐ Type 1 action under 6 NYCRR, Section 617.4(b), number \_\_\_\_\_. Full EAF required.
- ☒ Type 2 action under 6 NYCRR, Section 617.5(c), number 33, 34. SEQR review complete.
- ☐ Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
- 

\_\_\_\_\_  
Signature of Commissioner/Department Head Sponsor

\_\_\_\_\_  
Date

January 11, 2022  
Resolution #

**WHEREAS**, a review of the Islip Town Code has been conducted by the Department of Planning and Development and the Office of the Town Attorney; 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**, the Town Board wishes to amend Local Law No. 8-2013 Chapter 19 of the Islip Town Code entitled "Fire Prevention" as it relates to operation and structural maintenance of parking garages within the Town of Islip;

**WHEREAS**, the Chief Fire Marshall has recommended that these modifications to Chapter 19 to ensure the health, safety and welfare of residents within the Town of Islip;

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 enacting Local Law No. \_\_ of 2022 amending Local Law No. 8-2013 Chapter 19 of the Islip Town Code entitled "Fire Prevention", as follows:

**SEE ATTACHED**

Additions are indicated by UNDERLINING  
Deletions are indicated by ~~STRIKEOUTS~~

Upon a vote being taken the result was:

## **PUBLIC NOTICE**

*NOTICE IS HEREBY GIVEN* that the Town Board of the Town of Islip will hold a Public Hearing to consider amending Local Law No. 8-2013 Chapter 19 of the Islip Town Code entitled "Fire Prevention" as it relates to operation and structural maintenance of parking garages within the Town of Islip, on **Tuesday, February 8, 2022 at 2:00 pm**, at Islip Town Hall, 655 Main Street, Islip, NY 11751.

Due to the Novel Coronavirus (COVID-19) Pandemic and recent Legislation signed by the Governor, the format of this meeting is subject to change and may be held electronically via live stream. In the event the format of this meeting changes to being held electronically instead of in-person, instructions on how to access an online livestream will be made available on the Town's website – [www.islipny.gov](http://www.islipny.gov). Attendees should check the Town website for instructions and any updates prior to the date of the meeting.

A copy of the draft amendments are available upon request from the Office of the Islip Town Clerk located at 655 Main Street, Islip, NY 11751.

Public comment can be made at the Town Board meeting on February 8, 2022, or by providing written comment prior to the date of the public hearing to the Islip Town Clerk at [townclerk@islipny.gov](mailto:townclerk@islipny.gov).

February 8, 2022  
Resolution #

**WHEREAS**, a review of the Islip Town Code has been conducted by the Department of Planning and Development and the Office of the Town Attorney; 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**, the Town Board wishes to amend Local Law No. 8-2013 Chapter 19 of the Islip Town Code entitled "Fire Prevention" as it relates to operation and structural maintenance of parking garages within the Town of Islip;

**WHEREAS**, the Chief Fire Marshall has recommended that these modifications to Chapter 19 to ensure the health, safety and welfare of residents within the Town of Islip;

**WHEREAS**, the Town Clerk has placed a Public Notice in the newspaper circulated locally which indicates the nature of the proposed Code changes; and

**WHEREAS**, on February 8, 2022, a public hearing was held;

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

**RESOLVED**, that the Town Board hereby adopts Local Law No. \_\_ of 2022 amending Local Law No. 8-2013 Chapter 19 of the Islip Town Code entitled "Fire Prevention", as follows:

**SEE ATTACHED**

Additions are indicated by UNDERLINING

Deletions are indicated by ~~STRIKEOUTS~~

Upon a vote being taken the result was:

## **Article XXXI. Parking Garages.**

### **§ 19-179. Scope.**

This article shall apply to, and provide regulations and standards regarding the operation and the required structural condition assessment of parking garages as defined in section 19-180.

### **§ 19-180. Definitions.**

As used in this chapter, the following terms shall have the meanings indicated:

#### **CONDITION ASSESSMENT**

An on-site inspection and evaluation of a parking garage for evidence of deterioration of any structural element or building component of such parking garage, evidence of the existence of any unsafe condition in such parking garage, and evidence indicating that such parking garage is an unsafe structure.

#### **DETERIORATION**

The weakening, disintegration, corrosion, rust or decay of any structural element or building component, or any other loss of effectiveness of a structural element or building component.

#### **PARKING GARAGE**

Any building or structure, or part thereof, in which all or any part of any structural level or levels is used for parking or storage of motor vehicle, excluding:

- (a) buildings in which the only level used for parking or storage of motor vehicles is on grade;
- (b) an attached or accessory structure providing parking exclusively for a detached one or Two-family dwelling; and
- (c) a townhouse unit with attached parking exclusively for such unit.

#### **PROFESSIONAL ENGINEER**

An individual who is licensed or otherwise authorized under Article 145 of the Education Law to practice the profession of engineering in the State of New York and who has at least three years of experience performing structural evaluations.



## **RESPONSIBLE PROFESSIONAL ENGINEER**

The professional engineer who performs a condition assessment, or under whose supervision a condition assessment is performed, and who seals and signs the condition assessment report.

## **UNSAFE CONDITION**

Includes the conditions identified as "unsafe" in section 304.1.1, section 305.1.1, and section 306.1.1 of the 2020 edition of the New York State Property Maintenance Code (or publication currently incorporated by reference in 19 NYCRR Part 1226).

## **UNSAFE STRUCTURE**

A structure that is so damaged, decayed, dilapidated, or structurally unsafe, or is of such faulty construction or unstable foundation, that partial or complete collapse is possible.

### **§ 19-181. Condition Assessments - General Requirements.**

The owner or operator of each parking garage shall cause such parking garage to undergo an initial condition assessment as described in § 19-182, periodic condition assessments as described in § 19-183, and such additional condition assessments as may be required as described in § 19-184. Each condition assessment shall be conducted by or under the direct supervision of a professional engineer. A written report of each condition assessment shall be prepared, and provided to the Chief Fire Marshal, in accordance with the requirements of § 19-15. Before performing a condition assessment (other than the initial condition assessment) of a parking garage, the responsible professional engineer for such condition assessment shall review all available previous condition assessment reports for such parking garage.

### **§ 19-182. Initial Condition Assessment.**

Each parking garage shall undergo an initial condition assessment as follows:

- A. New parking garages shall undergo an initial condition assessment following construction and prior to a certificate of occupancy or certificate of compliance being issued for the structure.
- B. Existing parking garages shall undergo an initial condition assessment as follows:
  1. If originally constructed prior to the effective date of this Article, then prior to June 1, 2022.

### **§ 19-183. Periodic Condition Assessments.**

Following the initial condition assessment of a parking garage, such parking garage shall undergo periodic condition assessments at intervals not to exceed three (3) years.

### **§ 19-184. Additional Condition Assessments.**

- A. If the latest condition assessment report for a parking garage includes a recommendation by the responsible professional engineer that an additional condition assessment of such parking garage, or any portion of such parking garage, be performed before the date by which the next periodic condition assessment would be required under§ 19-183, the Chief Fire Marshal shall require the owner or operator of such parking garage to cause such parking garage (or, if applicable, the portion of such parking garage identified by the responsible professional engineer) to undergo an additional condition assessment no later than the date recommended in such condition assessment report.
- B. If the authority having jurisdiction becomes aware of any new or increased deterioration which, in the judgment of the authority having jurisdiction, indicates that an additional condition assessment of the entire parking garage, or of the portion of the parking garage affected by such new or increased deterioration, should be performed before the date by which the next periodic condition assessment would be required under§ 19-183, the Chief Fire Marshal shall require the owner or operator of such parking garage to cause such parking garage (or, if applicable, the portion of the parking garage affected by such new or increased deterioration)to undergo an additional condition assessment no later than the date determined by the authority having jurisdiction to be appropriate.

### **§ 19-185. Condition assessment Reports**

The responsible professional engineer shall prepare, or directly supervise the preparation of, a written report of each condition assessment, and shall submit such condition assessment report to the Chief Fire Marshal within thirty (30) days. Such condition assessment report shall be sealed and signed by the responsible professional engineer, and shall include:

- A. an evaluation and description of the extent of deterioration and conditions that cause deterioration that could result in an unsafe condition or unsafe structure;
- B. an evaluation and description of the extent of deterioration and conditions that cause deterioration that, in the opinion of the responsible professional engineer, should be remedied immediately to prevent an unsafe condition or unsafe structure;

- C. an evaluation and description of the unsafe conditions;
- D. an evaluation and description of the problems associated with the deterioration, conditions that cause deterioration, and unsafe conditions;
- E. an evaluation and description of the corrective options available, including the recommended timeframe for remedying the deterioration, conditions that cause deterioration, and unsafe conditions;
- F. an evaluation and description of the risks associated with not addressing the deterioration, conditions that cause deterioration, and unsafe conditions;
- G. the responsible professional engineer's recommendation regarding preventative maintenance;
- H. except in the case of the report of the initial condition assessment, the responsible professional engineer's attestation that he or she reviewed all previously prepared condition assessment reports available for such parking garage, and considered the information in the previously prepared reports while performing the current condition assessment and while preparing the current report; and
- I. the responsible professional engineer's recommendation regarding the time within which the next condition assessment of the parking garage or portion thereof should be performed. In making the recommendation regarding the time within which the next condition assessment of the parking garage or portion thereof should be performed, the responsible professional engineer shall consider the parking garage's age, maintenance history, structural condition, construction materials, frequency and intensity of use, location, exposure to the elements, and any other factors deemed relevant by the responsible professional engineer in his or her professional judgment.

#### **§ 19-186. Review of Condition Assessment Reports**

- A. The Chief Fire Marshal shall take such enforcement action or actions in response to the information in such condition assessment report as may be necessary or appropriate to protect the public from the hazards that may result from the conditions described in such report. In particular, but not by way of limitation, the Chief Fire Marshal shall, by Order to Remedy or such other means of enforcement as the Chief Fire Marshal may deem appropriate, require the owner or operator of the parking garage to repair or

otherwise remedy all deterioration, all conditions that cause deterioration, and all unsafe conditions identified in such condition assessment report pursuant to § 19-185.

- B. The Chief Fire Marshal shall forward all condition assessment reports and other pertinent information that may indicate an unsafe building or structure to the Commissioner of Planning and Development.
- C. The Commissioner of Planning and Development or designee shall take such enforcement action or actions in response to the information in such condition assessment report as may be necessary or appropriate to protect the public from an Unsafe Structure. In particular, but not by way of limitation, the Commissioner of Planning and Development or designee shall, by Order of Remedy or such other means of enforcement, require the owner or operator of the parking garage to limit or prohibit occupancy of an unsafe parking garage.
- D. All repairs and remedies shall comply with the applicable provisions of the Uniform Code and the Code of the Town of Islip.
- E. This section shall not limit or impair the right of the Chief Fire Marshal to take any other enforcement action, including but not limited to suspension or revocation of a parking garage's operating permit, as may be necessary or appropriate in response to the information in a condition assessment report.
- F. This section shall not limit or impair the right of the Commissioner of Planning and Development or their designee to take any other enforcement action or actions related to an Unsafe Structure as regulated under the provisions of the code of the Town of Islip.

#### **§ 19-186. Retention of Condition Assessment Reports**

The Division of Fire Prevention shall retain all condition assessment reports for the life of the parking garage. Upon request by a professional engineer who has been engaged to perform a condition assessment of a parking garage, and who provides the Division of Fire Prevention with a written statement attesting to the fact that he or she has been so engaged, the Division of Fire Prevention shall make the previously prepared condition assessment reports for such parking garage (or copies of such reports) available to such professional engineer. The Division of Fire Prevention shall be permitted to require the owner or operator of the subject parking garage to pay all costs and expenses associated with making such previously prepared condition assessment reports (or copies thereof) available to the professional engineer.

**§ 19-187. Conflicts with Other Obligations**

- A. This section shall not limit or impair the right or the obligation of the Division of Fire Prevention:
- (1) to perform such construction inspections as are required by this Chapter;
  - (2) to perform such periodic fire safety and property maintenance inspections as are required by this Chapter; and
  - (3) to take such enforcement action or actions as may be necessary or appropriate to respond to any condition that comes to the attention of the Chief Fire Marshal by means of its own inspections or observations, by means of a complaint or by any other means other than a condition assessment or a report of a condition assessment.

**§ 19-188. Operating Permit Required**

- A. An operating permit shall be obtained from the Chief Fire Marshal for the operation of a Parking Garage., as defined in this section. The Chief Fire Marshal may promulgate reasonable rules and regulations for the granting of permits, including but not limited to requiring:
- (1) A completed Permit application;
  - (2) the submittal of plans and/or specifications for such structure;
  - (3) initial condition assessments;
  - (4) periodic condition assessments; and
  - (5) the installation and/or testing records for fire protection equipment or systems in use of said structure.
- B. Upon receipt of such application, the Chief Fire Marshal shall cause the Parking Garage to be inspected for compliance with the Uniform Fire Prevention and Building Code of New York State.

- C. No permit for a Parking Garage shall be granted if, in the opinion of the Chief Fire Marshal, such structure is not in compliance with the Uniform Fire Prevention and Building Code.
- D. An operating permit for an area of Parking Garage shall be effective for a period not to exceed three (3) years. An application for renewal must be made prior to the expiration of the current permit.
- E. An operating permit for a Parking Garage may be suspended or revoked if, in the opinion of the Chief Fire Marshal, there is a violation of the Uniform Fire Prevention Code of New York State resulting in immediate danger to the life or health of occupants thereof.
- F. Fees for an operating permit for Parking Garages or for renewal of such permit shall be established by the Chief Fire Marshal, according to § 19-11 of this Chapter.

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

**No. 9**

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

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 2022 whereby the Town will provide certain services related to code enforcement.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA.

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

**James H. Bowers**

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

enclosure:

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

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

---

**INSTRUCTIONS:** All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

---

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

This resolution authorizes the Supervisor to enter into an agreement with the Community Development Agency (CDA) for calendar year 2022 whereby the Town will provide certain services related to code enforcement in the designated areas, and the CDA will provide \$100,000 for these services, the form and content of which shall be subject to the approval of the Town Attorney.

---

**SPECIFY WHERE APPLICABLE:**

1. Entity or individual benefitted by resolution: Town of Islip
  2. Site or location effected by resolution: Town of Islip
  3. Cost: n/a
  4. Budget Line: \_\_\_\_\_
  5. Amount and source of outside funding: n/a
- 

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

- ☐ Type 1 action under 6 NYCRR, Section 617.4(b), number \_\_\_\_\_. Full EAF required.
- ☒ Type 2 action under 6 NYCRR, Section 617.5(c), number 35. SEQR review complete.
- ☐ Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
- 

\_\_\_\_\_  
Signature of Commissioner/Department Head Sponsor

\_\_\_\_\_  
Date



January 11, 2022

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 within the Town of Islip have widespread code violations and the CDA and the Town of Islip wish to ensure that adequate code enforcement services are provided to those areas.

NOW, THEREFORE, on a motion of \_\_\_\_\_  
and seconded by \_\_\_\_\_,

BE IT RESOLVED, that the Town Board authorizes the Supervisor to enter into an agreement with the CDA for calendar year 2022 whereby the Town will provide certain services related to code enforcement in the designated areas, and the CDA will provide \$100,000.00 per year for these 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. 10**

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

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

---

**Special Events.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA.

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

**Olga H. Murray**

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

enclosure:

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

January 11, 2022

On a motion of Councilperson

seconded by

be it,

RESOLVED, that permission is hereby granted to hold the following events in the Town

- A. 10 Mile Run to the Blue Point Brewery-Sayville/Blue Point-Greater Long Island Running Club Saturday, January 15, 2022 from 8:15AM to 10:30AM. Runners will assemble at River Avenue in Patchogue at 8:15AM. Route will start and finish in the Village of Patchogue but will utilize roads in Brookhaven and Islip towns as well. 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. 11**

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

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

---

**Authorization for the Supervisor to enter into several agreements for programs to be held throughout the Town to be funded by either registration fees or grant fees.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA.

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

**Thomas Owens**

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

enclosure:

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

January 11, 2022

<u>Date</u>	<u>Name</u>	<u>Program/Event</u>	<u>Location</u>
7/11	Minieri's Parkview Riding Center, Inc.	Summer Camp Sessions	989 Connetquot Avenue Central Islip
6/27	The National Circus Project	Circus Star Summer Camp	West Islip Community Center 90 Higbie Lane, W.I.

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

**INSTRUCTIONS:** All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

**PURPOSE:** By this resolution, the Town Board authorizes the Supervisor to enter into an agreement with Minieri's Parkview Riding Center to provide four (4) Summer Camp Sessions at Minieri's Parkview Riding Center, 989 Connetquot Avenue, Central Islip, New York 11722. The summer program will run from July 11, 2022 to August 26, 2022. The registration fee is \$450.00 per session for residents and an additional \$115.00 surcharge for non-residents. The minimum registration per class is one (1) registrant and the maximum registration per class is twenty (20) registrants, with a total number of four (4) sessions for a maximum of 80 participants. This program will be self-sustaining. The total minimum revenue will be \$450.00 and the maximum revenue including the non-resident surcharge will be \$45,200.00. Compensation for said services will be 80% of total revenue collected, for an amount not to exceed \$28,800.00, 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 by the Town Board in 2019, 2020 and 2021.

**SPECIFY WHERE APPLICABLE:**

1. **Entity or individual benefitted by resolution:** Minieri's Parkview Riding Center
2. **Site or location effected by resolution:** Minieri's Parkview Riding Center  
989 Connetquot Ave., Central Islip, NY 11722
3. **Cost:** No cost to the Town of Islip – self-sustaining
4. **Budget Line:** A7035.4 5006
5. **Amount and source of outside funding:** Maximum revenue is \$45,200.00 including non-resident surcharge.  
Maximum revenue to be retained by the Town is \$16,400.00.

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

- ☐ Type 1 action under 6 NYCRR, Section 617.4(b), number \_\_\_\_\_. Full EAF required.
- X Type 2 action under 6 NYCRR, Section 617.5©, number 26. SEQR review complete.
- ☐ Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.

\_\_\_\_\_  
Signature of Commissioner/Department Head Sponsor

\_\_\_\_\_  
Date

12/14/2021

January , 2022  
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 a Horseback Riding Summer Camp for our citizens; and

**WHEREAS**, Minieri's Parkview Riding Center, located at 989 Connetquot Ave., Central Islip, New York 11722, 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 Minieri's Parkview Riding Center to provide Horseback Riding Summer Camp.

**NOW, THEREFORE**, on a motion by \_\_\_\_\_,  
seconded by \_\_\_\_\_, be it

**RESOLVED**, that the Town Board authorizes the Supervisor to execute an agreement with Minieri's Parkview Riding Center to provide a Horseback Riding Summer Camp to our citizens for an amount not to exceed \$28,800.00, 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 the accounting entries or budgetary amendments necessary 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 submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

---

**PURPOSE:** By this resolution, the Town Board authorizes the Supervisor to enter into an agreement with The National Circus Project to provide a Circus Star Summer Camp. Circus Star Summer Camp will begin on Monday, June 27, 2022 through Friday, July 1, 2022. The registration fee is \$300.00 for the week for each registrant and a \$75.00 surcharge for each non-resident registrant. The minimum amount of participants will be twenty-two (22) and the maximum amount of participants will be sixty (60). This program will be self-sustaining. The total minimum revenue will be \$6,600.00 and the maximum revenue including the non-resident surcharge will be \$22,500.00. Compensation for said services to The National Circus Project will be a flat rate of \$5,500.00. 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 National Circus Project by the Town Board in 2017, 2018 and 2019.

---

**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 – self-sustaining.
Budget Line:	A7035.4 5006
Amount and source of outside funding:	Maximum revenue is \$22,500.00 including non-resident surcharge Maximum revenue to be retained by the Town is \$17,000.00

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

- ☐ Type 1 action under 6NYCRR, Section 617.4(b), number \_\_\_\_\_. Full EAF required.
- ☒ Type 2 action under 6NYCRR, Section 6.17.5©, number 26. SEQR review complete.
- ☐ Action not listed as Type I or Type II under Park 617 of the NYCRR. Short EAF required.
- 

  
Signature of Commissioner/Department Head Sponsor:

12/14/2021  
Date:



January , 2022  
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, 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, THEREFORE**, on a motion of \_\_\_\_\_,  
seconded by \_\_\_\_\_, be it

**RESOLVED**, that the Town Board authorizes the Supervisor to execute an agreement with The National Circus Project to provide one (1) week of Circus Star Summer Camp to our citizens for an amount not to exceed \$5,500.00, 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 the accounting entries or budgetary amendments necessary in accordance with the terms of the contract.

**UPON A VOTE BEING TAKEN**, the result was:

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

**No. 12**

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

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

---

**Authorization for the Town Clerk to advertise for a Public Hearing in relation to an Airline Use and Lease Agreement with Breeze Aviation Group, Inc.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA.

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

**Shelly LaRose**

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

enclosure:

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

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

---

**INSTRUCTIONS:** All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

---

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

To authorize the Supervisor, on behalf of the Town of Islip, to hold a public hearing on February \_\_, 2022 at \_\_: \_\_ p.m., or as soon thereafter as the same may be heard, to hear all comments of all persons wishing to be heard relating to the Town of Islip entering into an Airline Use and Lease Agreement with Breeze Aviation Group, Inc. for a period of one (1) year and shall have a renewal option for an additional four (4) one (1) year options with fees that are consistent and set by the Airport's Signatory Rates with annual rent increases for rates and charges.

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**SPECIFY WHERE APPLICABLE:**

1. Entity or individual benefitted by resolution: Town of Islip
  2. Site or location effected by resolution: Long Island MacArthur Airport
  3. Cost: N/A
  4. Budget Line: TBD
  5. Amount and source of outside funding: N/A
- 

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

- ☐ Type 1 action under 6 NYCRR, Section 617.4(b), number \_\_\_\_\_. Full EAF required.
- ☒ Type 2 action under 6 NYCRR, Section 617.5(c), number 26. SEQR review complete.
- ☐ Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
- 

  
\_\_\_\_\_  
Signature of Commissioner/Department Head Sponsor

12/15/2021

\_\_\_\_\_  
Date

## NOTICE OF PUBLIC HEARING

ON

### Airline Use and Lease Agreement

**PLEASE TAKE NOTICE** that the Town Board of the Town of Islip will hold a public hearing on **February 8, 2022 at 2:00 p.m. (EST)**, or as soon thereafter as this matter may be heard, electronically via Zoom Webinar instead of an in-person public meeting and will be streamed live over the internet. Instructions on how to access the Zoom Webinar and/or livestream are available on the Town's website – [www.islipny.gov](http://www.islipny.gov). The format of this meeting is subject to change and may be held in-person. Attendees should check the Town website for instructions prior to the date of the meeting to hear any and all persons either for or against to consider entering into an Airline Use and Lease Agreement with Breeze Aviation Group, Inc.

Anyone interested in providing comments to the Town Board on an agenda item are encouraged to do so in writing and prior to the date of the meeting by providing written comment to the Islip Town Clerk at [townclerk@islipny.gov](mailto:townclerk@islipny.gov).

*NOTICE IS FURTHER GIVEN* that any person who needs a sign language interpreter or has concerns regarding accessibility to the Town Board Meeting, please call Constituent Services at (631) 224-5380.

TOWN BOARD, TOWN OF ISLIP

Dated at Islip, NY

January 11, 2022

---

Olga H. Murray  
Town Clerk, Town of Islip

January 11, 2022  
Resolution No.

**WHEREAS**, the Town of Islip ("the Town") 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**, Breeze Aviation Group, Inc. ("Airline") is a corporation primarily engaged in the business of air transportation with respect to the carriage of persons, property, cargo and mail; and

**WHEREAS**, the Town of Islip Department of Aviation and Transportation recommends entering into a an Airline Use and Lease Agreement with Breeze Aviation Group, Inc. for a period of one (1) year with a renewal option for an additional four (4) one (1) year options with fees that are consistent and set by the Airport's Signatory Rates with annual rent increases for rates and charges: and

**WHEREAS**, the Town of Islip will hold a public hearing on February 8, 2022 at 2:00 p.m. (EST) to hear all matters relating to the Breeze Aviation Group, Inc. Airline Use and Lease Agreement.

**NOW, THEREFORE**, on a motion of Councilperson \_\_\_\_\_, seconded by Councilperson \_\_\_\_\_; be it

**RESOLVED**, that the Town Clerk is hereby authorized to publish the Notice of Public Hearing regarding the Breeze Aviation Group, Inc. Airline Use and Lease Agreement at Long Island MacArthur Airport.

Upon a vote being taken, the result was:

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

**No. 13**

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

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

---

**Town Board acceptance of Federal Aviation Administration Airport Improvement Program grants; NYS and Suffolk County Grant Funds and collect Passenger Facility Charges for 2022; including execution of any and all documentation thereto.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA.

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

**Shelley LaRose**

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

enclosure:

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

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

---

**INSTRUCTIONS:** All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

---

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

To authorize the Supervisor, on behalf of the Town of Islip, to accept Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grants; New York State and Suffolk County grant funds and collect Passenger Facility Charges (PFC) for 2022; including execution of any and all agreements, amendments, and modifications.

---

**SPECIFY WHERE APPLICABLE:**

1. Entity or individual benefitted by resolution: Town of Islip
  2. Site or location effected by resolution: Long Island MacArthur Airport
  3. Cost: N/A
  4. Budget Line: TBD
  5. Amount and source of outside funding: N/A
- 

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

- ☐ Type 1 action under 6 NYCRR, Section 617.4(b), number \_\_\_\_\_. Full EAF required.
- ☒ Type 2 action under 6 NYCRR, Section 617.5(c), number 26. SEQOR review complete.
- ☐ Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
- 

  
\_\_\_\_\_  
Signature of Commissioner/Department Head Sponsor

12/15/2021

\_\_\_\_\_  
Date

January \_\_, 2022  
Resolution #

**RESOLUTION authorizing the Town of Islip to accept Federal Aviation Administration (“FAA”) – Airport Improvement Program (AIP) Funding, New York State and Suffolk County Grant Funding and collect Passenger Facility Charges (PFC) for 2022.**

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

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

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

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

**NOW THEREFORE** be it, on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, be it

**RESOLVED**, that the Supervisor is hereby authorized to accept FAA Airport Improvement Program (AIP) grants; New York State and Suffolk County grant funds and collect Passenger Facility Charges (PFC) for 2022; including execution of any and all agreements, amendments, and modifications; and

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

Upon a vote being taken, the result was:



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

**No. 14**

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

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

---

**Authorization for the Supervisor to enter into a contract with Ralph W. Plotke, Inc., DBA Roof Services for contract DAT 2021-004, Main Terminal Atrium Roof Coping Replacement at Long Island MacArthur Airport.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA.

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

**Shelly LaRose**

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

enclosure:

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

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

---

**INSTRUCTIONS:** All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

---

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

To authorize the Supervisor, on behalf of the Town of Islip, to execute any and all documents, subject to approval of the Town Attorney, to enter into a contract with Ralph W. Plotke Inc., DBA Roof Services for contract DAT 2021-004, Main Terminal Atrium Roof Coping Replacement at Long Island MacArthur Airport in the amount of \$29,100.00.

---

**SPECIFY WHERE APPLICABLE:**

1. Entity or individual benefitted by resolution: Town of Islip
  2. Site or location effected by resolution: Long Island MacArthur Airport
  3. Cost: \$29,100.00
  4. Budget Line: TBD
  5. Amount and source of outside funding: N/A
- 

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

- ☐ Type 1 action under 6 NYCRR, Section 617.4(b), number \_\_\_\_\_. Full EAF required.
- ☒ Type 2 action under 6 NYCRR, Section 617.5(c), number 26. SEQR review complete.
- ☐ Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
- 



\_\_\_\_\_  
Signature of Commissioner/Department Head Sponsor

12/20/2021

\_\_\_\_\_  
Date

January \_\_, 2022  
Resolution #

**RESOLUTION AUTHORIZING** the Supervisor to execute a contract for the replacement of the airport atrium roof coping in the main terminal building at Long Island MacArthur Airport.

**WHEREAS**, the Town of Islip (the "Town") owns and operates Long Island MacArthur Airport (the "Airport") an FAA Part 139 certificated airport with commercial and general aviation operations; and

**WHEREAS**, the Airport inspected the roof in the main terminal building after detecting a leak from rain water and determined that the atrium roof coping is in need of replacement; and

**WHEREAS**, the Department of Aviation and Transportation solicited sealed bids for contract DAT 2021-004, Main Terminal Atrium Roof Coping Replacement at Long Island MacArthur Airport; and

**WHEREAS**, bids were advertised twice and opened on December 9, 2021; and

**WHEREAS**, upon review of the four (4) bids, Ralph W. Plotke Inc., DBA Roof Services, located at 48 Jefryn Blvd. Deer Park, NY 11729, was the apparent lowest bidder with a bid price of \$29,100.00; and

**WHEREAS**, Ralph W. Plotke Inc., DBA Roof Services has been determined to be a responsible bidder; and

**WHEREAS**, the Commissioner of the Department of Aviation and Transportation recommends award of contract DAT 2021-004 to Ralph W. Plotke Inc., DBA Roof Services; and

**NOW THEREFORE** be it, on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, be it

**RESOLVED**, that the Supervisor is hereby authorized to execute any and all documents, subject to approval of the Town Attorney, to enter into a contract with Ralph W. Plotke Inc., DBA Roof Services for contract DAT 2021-004, Main Terminal Atrium Roof Coping Replacement at Long Island MacArthur Airport in the amount of \$29,100.00.

**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 contract.

Upon a vote being taken, the result was:

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

**No. 15**

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

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

---

**Authorization for the Supervisor to exercise the Fourth Option Year to the Contract with Safety Marking, Inc. for Runway Rubber and Paint Removal and Re-stripping at Long Island MacArthur Airport.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA.

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

**Shelly LaRose**

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

enclosure:

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

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

---

**INSTRUCTIONS:** All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

---

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

To authorize the Supervisor, on behalf of the Town of Islip, to to exercise the Fourth Option Year to the Contract with Safety Marking Inc. for Runway Rubber and Paint Removal and Re-stripping at Long Island MacArthur Airport, subject to approval of the Town Attorney, extending the Contract through December 18, 2022 in the amount of \$0.0895 per square foot for rubber removal, \$0.72 per square foot for paint removal and \$0.78 per square foot for re-painting.

---

**SPECIFY WHERE APPLICABLE:**

1. Entity or individual benefitted by resolution: Town of Islip
  2. Site or location effected by resolution: Long Island MacArthur Airport
  3. Cost: \$0.0895 sq. ft rubber removal, \$0.72 sq. ft for paint removal and \$0.78 sq. ft for re-painting
  4. Budget Line: CT5610.4-4300
  5. Amount and source of outside funding: N/A
- 

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

- ☐ Type 1 action under 6 NYCRR, Section 617.4(b), number \_\_\_\_\_. Full EAF required.
- ☒ Type 2 action under 6 NYCRR, Section 617.5(c), number 26. SEQR review complete.
- ☐ Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
- 

  
\_\_\_\_\_  
Signature of Commissioner/Department Head Sponsor

12/23/2021

\_\_\_\_\_  
Date

January \_\_, 2022  
Resolution No.

**RESOLUTION AUTHORIZING** the Supervisor to exercise the Fourth Option Year to the Contract with Safety Marking, Inc. for Runway Rubber and Paint Removal and Re- Stripping Services at Long Island MacArthur Airport.

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

**WHEREAS**, periodically the Airport runways require rubber and paint removal and repainting to maintain FAA standards; and

**WHEREAS**, the Department of Aviation and Transportation previously solicited sealed bids for Runway Rubber and Paint Removal and Re- Stripping Services at the Airport; and

**WHEREAS**, Safety Marking, Inc. of 255 Hancock Avenue, Bridgeport CT 06605, was the lowest responsible bidder in which the Town of Islip deemed beneficial to the Town; and

**WHEREAS**, on November 21, 2017 the Town Board by Resolution No. 20 authorized the Supervisor to execute a contract with Safety Marking Inc. for a bid price of \$0.099 per square foot for rubber removal, \$1.25 per square foot for paint removal and \$.74 per square foot for re-painting in the first year with four (4) additional (1) year options, at the sole discretion of the Town at a cost of \$0.099; \$0.0845; \$0.0875; and \$0.0895 per square foot for rubber removal, \$1.25; \$0.72; \$0.72; \$0.72 per square foot for paint removal and \$0.75; \$0.76; \$0.77 and \$0.78 per square foot for re-painting for each option year, respectively; and

**WHEREAS**, the Town entered into Contract DAT 2017-5 with Safety Marking Inc. on December 19, 2017 (the "Contract"); and

**NOW THEREFORE** be it, on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, be it

**RESOLVED**, that the Supervisor is hereby authorized to exercise the Fourth Option Year to the Contract with Safety Marking Inc. for Runway Rubber and Paint Removal and Re-stripping at Long Island MacArthur Airport, subject to approval of the Town Attorney, extending the Contract through December 18, 2022 in the amount of \$0.0895 per square foot for rubber removal, \$0.72 per square foot for paint removal and \$0.78 per square foot for re-painting.

**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 contract.

Upon a vote being taken, the result was:

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

**No. 16**

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

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

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**Authorization for the Supervisor to enter into a contract with Symbrant Aviation Services for Contract DAT 2021-006, Automatic Door Preventative Maintenance and Repair Contract at Long Island MacArthur Airport.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA.

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

**Shelly LaRose**

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

enclosure:

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



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

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**INSTRUCTIONS:** All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

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

To authorize the Supervisor, on behalf of the Town of Islip, to execute any and all documents, subject to approval of the Town Attorney, to enter into a contract with Symbrant Aviation Services for Contract DAT 2021-006, Automatic Door Preventative Maintenance and Repair Contract at Long Island MacArthur Airport, in the amount of \$102,864.00: \$14,560.00 for preventative maintenance for the first year with four (4) additional one (1) year options, at the discretion of the Town Board at a cost of \$14,996.00; \$15,446.00; \$15,910.00; and \$16,387.00 for each option year, respectively, plus the cost of repairs paid to contractor estimated at \$25,565.00.

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**SPECIFY WHERE APPLICABLE:**

1. Entity or individual benefitted by resolution: Town of Islip
  2. Site or location effected by resolution: Long Island MacArthur Airport
  3. Cost: \$14,560.00 in the first year
  4. Budget Line: TBD
  5. Amount and source of outside funding: N/A
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**ENVIRONMENTAL IMPACT:** What type of action is being authorized by this resolution?

- ☐ Type 1 action under 6 NYCRR, Section 617.4(b), number \_\_\_\_\_. Full EAF required.
- ☒ Type 2 action under 6 NYCRR, Section 617.5(c), number 26. SEQR review complete.
- ☐ Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
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\_\_\_\_\_  
Signature of Commissioner/Department Head Sponsor

12/20/2021

\_\_\_\_\_  
Date



January \_\_, 2022  
Resolution #

**RESOLUTION AUTHORIZING** the Supervisor to execute a contract for preventative maintenance and repair of the automatic doors in the main terminal building at Long Island MacArthur Airport.

**WHEREAS**, the Town of Islip (the "Town") owns and operates Long Island MacArthur Airport (the "Airport") an FAA Part 139 certificated airport with commercial and general aviation operations; and

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

**WHEREAS**, the Department of Aviation and Transportation solicited sealed bids for Contract DAT 2021-006, Automatic Door Preventative Maintenance and Repair Contract at Long Island MacArthur Airport; and

**WHEREAS**, bids were opened on December 9, 2021; and

**WHEREAS**, upon review of the bids, Symbrant Aviation Services of 14 Farmview Drive, Dix Hills, New York 11746, was the lowest responsible bidder with a total bid price of \$102,864.00: \$14,560.00 for preventative maintenance for the first year with four (4) additional one (1) year options, at the discretion of the Town Board at a cost of \$14,996.00; \$15,446.00; \$15,910.00; and \$16,387.00 for each option year, respectively, plus the cost of repairs paid to contractor estimated at \$25,565.00; and

**WHEREAS**, Symbrant Aviation Services has been determined to be a responsible bidder;

**WHEREAS**, the Commissioner of the Department of Aviation and Transportation recommends award of contract DAT 2021-006 to Symbrant Aviation Services; and

**NOW THEREFORE** be it, on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, be it

**RESOLVED**, that the Supervisor is hereby authorized to execute any and all documents, subject to approval of the Town Attorney, to enter into a contract with Symbrant Aviation Services for Contract DAT 2021-006, Automatic Door Preventative Maintenance and Repair Contract at Long Island MacArthur Airport, in the amount of \$102,864.00: \$14,560.00 for preventative maintenance for the first year with four (4) additional one (1) year options, at the discretion of the Town Board at a cost of \$14,996.00; \$15,446.00; \$15,910.00; and \$16,387.00 for each option year, respectively, plus the cost of repairs paid to contractor estimated at \$25,565.00.

**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 contract.

Upon a vote being taken, the result was:

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

**No. 17**

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

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

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**Town Board approval to waive the renewal application requirements for those sections specified in Executive Order 11.1 for the 2022/23 tax year.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA.

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

**Anne Danziger**

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

enclosure:

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

Date: January 11, 2022  
Resolution No.

**WHEREAS**, in response to a novel new coronavirus, COVID-19, a global pandemic of respiratory disease, posing a serious world public health risk, the Governor Kathy Hochul executed Executive Order No. 11.1; and

**WHEREAS**, Executive Order 11.1 provides that the Governor is temporarily suspending certain provisions of Real Property Tax Law (“RPTL”) Sections 467 and 459-c (low-income senior and low-income disability), such that no application for renewal of an exemption granted pursuant to those certain provisions is required for the 2022/23 tax year; and

**WHEREAS**, Executive Order 11.1 further provides that the Town may, by enactment of a resolution, allow the Assessor to require a renewal application where an owner who qualified for the exemption for the 2021/22 tax year has since changed his or her primary residence, added another owner to the deed, transferred the property to a new owner, or died; and

**WHEREAS**, Anne M. Danziger, Assessor, hereby recommends that the Town Board pass a resolution to allow the Assessor to waive the renewal application requirements for the 2022/23 tax year, dispensing with the requirement for the Assessor to mail renewal applications to such persons, and to allow the Assessor to grant said renewals; and

**WHEREAS**, Anne M. Danziger, Assessor, hereby recommends that the Town Board pass a resolution to allow the Assessor to require a renewal application where an owner who qualified for the exemption for the 2021/22 tax year has since changed his or her primary residence, added another

owner to the deed, transferred the property to a new owner, or died.

**NOW, THEREFORE,** on motion of \_\_\_\_\_,

seconded by \_\_\_\_\_, be it hereby

**RESOLVED,** that the Town Board hereby passes this resolution to allow the Assessor to waive the renewal application requirements for those sections specified in Executive Order 11.1 for the 2022/23 tax year, dispensing with the requirement for the Assessor to mail renewal applications to such persons, and to allow the Assessor to grant said renewals; and be it

**FURTHER RESOLVED,** that the Town board hereby passes this resolution to allow the Assessor to require a renewal application relative to RPTL Sections 467 and 459-c (low-income senior and low-income disability) where an owner who qualified for the exemption for the 2021/22 tax year has since changed his or her primary residence, added another owner to the deed, transferred the property to a new owner, or died; and be it

**FURTHER RESOLVED,** that in the event that the Assessor believes that an owner who qualified for a real property tax exemption pursuant to RPTL Sections 467 and 459-c (low-income senior and low-income disability) for the 2021/22 tax year has since changed his or her primary residence, added another owner to the deed, transferred the property to a new owner, or died, the Assessor shall promptly mail out a renewal application to the address on record.

Upon a vote being taken, the result was:

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

**No. 18**

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

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

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**Town Board approval to extend the authorization granted to the Town of Islip Department of Planning and Development to issue temporary outdoor dining permits through January 31, 2023.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA.

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

**Ron Meyer**

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

enclosure:

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

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

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**INSTRUCTIONS:** All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

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

This resolution extends the authorization granted to the Town of Islip Department of Planning and Development to issue temporary outdoor dining permits through January 31, 2023, in accordance with all requirements and restrictions contained in the resolution adopted June 15, 2020.


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**SPECIFY WHERE APPLICABLE:**

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

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

- ☐ Type 1 action under 6 NYCRR, Section 617.4(b), number \_\_\_\_\_. Full EAF required.
- ☒ Type 2 action under 6 NYCRR, Section 617.5(c), number 32. SEQR review complete.
- ☐ Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.
- 

  
\_\_\_\_\_  
Signature of Commissioner/Department Head Sponsor

1/6/2022  
\_\_\_\_\_  
Date

January 11, 2022  
Resolution #

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

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

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

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

**WHEREAS**, that authorization to issue temporary outdoor dining permits is set to expire on January 31, 2022; and

**WHEREAS**, due to the anticipated continuation of COVID-19 related restrictions, in order to further assist establishments required to operate at a reduced interior capacity, the Town Board wishes to extend the temporary outdoor dining permitting timeframe until January 31, 2023; and

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

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

**NOW, THEREFORE**, on motion of Councilperson \_\_\_\_\_; seconded by Councilperson \_\_\_\_\_, be it

**RESOLVED**, that the Town Board hereby authorizes extending the Town Department of Planning and Development's ability to issue temporary outdoor dining permits through January 31, 2023, in accordance with all requirements and restrictions contained in the resolution adopted June 15, 2020.

Upon a vote being taken, the result was:

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

**No. 19**

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

FROM: JOHN R. DICIOCCIO, TOWN ATTORNEY

RE: TOWN BOARD DISCUSSION AGENDA

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**Authorization for the Supervisor to execute an amendment to the License Agreement to permit the Additional License Fee to be invested into repairs and improvements to Atlantique Marina.**

FOR INCLUSION ON THE TOWN BOARD DISCUSSION AGENDA.

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

**Thomas Owens**

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

enclosure:

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



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

---

**INSTRUCTIONS:** All submissions for placement on the Town Board Meeting agenda must be accompanied by a sponsor's memorandum, which shall be the covering document. All agenda submissions shall be reported to the Town Attorney no later than 14 days prior to the scheduled Town Board meeting.

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

The Department of Parks, Recreation and Cultural Affairs and Strong's Marine, LLC wish to amend the license agreement for the operation of Atlantique Marina to permit the Additional License Fee of 10% of gross revenues to be invested into repairs and improvements to Atlantique Marina.

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**SPECIFY WHERE APPLICABLE:**

- |   |  |
|---|--|
| 1. Entity or individual benefitted by resolution: | Town of Islip, Strong's Marina, Residents of the Town of Islip |
| 2. Site or location effected by resolution:       | Atlantique Marina  |
| 3. Cost:  | N/A  |
| 4. Budget Line:                                   | N/A  |
| 5. Amount and source of outside funding:          | N/A  |
- 

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

- ☐ Type 1 action under 6 NYCRR, Section 617.4(b), number \_\_\_\_\_. Full EAF required.
- ☐ Type 2 action under 6 NYCRR, Section 617.5©, number \_\_\_\_\_. SEQR review complete.
- ☒ Action not listed as Type I or Type II under Part 617 of the NYCRR. Short EAF required.

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Signature of Commissioner/Department Head Sponsor

Date

1/7/2022

**WHEREAS**, on March 9, 2021, by Resolution # 18, the Town Board of the Town of Islip (“the Town”) authorized the Town to enter into a license agreement (“License Agreement”) with Strong’s Marine, LLC for the operation and maintenance of Atlantique Marina, for a term of ten (10) years, with two (2) options to extend for five (5) year renewal periods upon the mutual consent of the Town and Strong’s Marine, LLC; and

**WHEREAS**, on July 20, 2021, by Resolution # 15, the Town Board authorized the Supervisor to execute a consent to the assignment and assumption of the License Agreement by and between Strong’s Marine, LLC and Strong’s & Grover’s at Atlantique LLC (hereinafter, “the Licensee”); and

**WHEREAS**, the License Agreement includes an option for the Licensee to invest \$125,000.00 per year (\$500,000.00 total) into infrastructure improvements to Atlantique Marina in lieu of paying the Base License Fee to the Town during each of the first four (4) License Years; and

**WHEREAS**, the License Agreement also requires the Licensee to pay an Additional License Fee to the Town for each License Year, the sum of which shall be equal to ten percent (10%) of the gross revenues from the rental of boat slips at Atlantique Marina during a License Year minus the Base License Fee; and

**WHEREAS**, the Licensee has requested the Town’s permission to invest the money it owes to the Town for the Additional License Fee into bulkhead and dock repairs to Atlantique Marina during the winter of 2022; and

**WHEREAS**, the Town and the Licensee wish to amend the License Agreement to permit the Additional License Fee to be invested into repairs and improvements to Atlantique Marina;

**NOW, THEREFORE**, on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, be it

**RESOLVED**, that the Supervisor is hereby authorized to execute an amendment to the License Agreement to permit the Additional License Fee to be invested into repairs and improvements to Atlantique Marina, the form and content of which shall be subject to the approval of the Town Attorney; and be it further

**RESOLVED**, that the Comptroller is hereby authorized to make the accounting entries necessary to amend the budget in accordance with the terms of the amended Licensee Agreement.

Upon a vote being taken, the result was \_\_\_\_\_.