



**MEETING OF THE TOWN OF ISLIP  
ECONOMIC DEVELOPMENT CORPORATION**

**April 22, 2014**

**Agenda**

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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 Islip Industrial Development Agency on January 14, 2014.
3. To consider the adoption of a Resolution to authorize the Town of Islip Economic Development Corporation to enter into a one year contract with the Town's auditors, Albrecht, Viggiano, Zureck & Co., to perform the audit for the year ended December 31, 2013.
4. To consider the adoption of a Resolution to authorize the Town of Islip Economic Development Corporation to enter into a contract with the Islip Arts Council, for sponsorship of the 2014 Concerts, including the 'Annual Concert in the Park to Honor our Hometown Heroes' in the amount of \$10,000.00.
5. To consider any other business that may come before the Corporation.



**MEETING OF THE TOWN OF ISLIP  
ECONOMIC DEVELOPMENT CORPORATION**

**January 14, 2014**

**Meeting Minutes**

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1. The Special Meeting of the Town of Islip Economic Development Corporation was called to order on a motion by Councilman Steve Flotteron and seconded by Councilman John Cochrane. All members were present except for Chairman Tom Croci, who is on military leave.

Motions were presented to approve and adopt the following resolution on the January 14, 2014 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 Special Meeting of the Members of the Town of Islip Industrial Development Agency on October 28, 2013. On a motion by Councilwoman Trish Bergin Weichbrodt and seconded by Councilman Anthony Senft, said resolution was approved unanimously.
3. 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 Steven J. Flotteron, John C. Cochrane, Jr., and Ronald Devine to that committee. On a motion by Councilman Anthony Senft and seconded by Councilman John Cochrane, said resolution was approved unanimously.
4. To consider the adoption of a Resolution on behalf of the Town of Islip Economic Development Corporation to adopt a Code of Ethics in compliance with the Public Authority Accountability Act ("PAAA") and to appoint the Board of Ethics of the Town of Islip as its Ethics Officer. On a motion by Councilman John Cochrane and seconded by Councilman Steve Flotteron, said resolution was approved unanimously.
5. 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 Trish Bergin Weichbrodt, Anthony S. Senft, Jr. and Eric Hofmeister to that committee. On a motion by Councilman John Cochrane and seconded by Councilwoman Trish Bergin Weichbrodt, said resolution was approved unanimously.
6. 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 Thomas D. Croci, Trish Bergin Weichbrodt and John C. Cochrane, Jr. to that committee. On a motion by

Councilman Anthony Senft and seconded by Councilwoman Trish Bergin Weichbrodt, said resolution was approved unanimously.

7. To consider the adoption of a Resolution on behalf of the Town of Islip Economic Development Corporation to adopt an Investment Policy which shall apply to all operating funds, bond proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the financial statements of the Corporation. On a motion by Councilman John Cochrane and seconded by Councilman Anthony Senft, said resolution was approved unanimously.
8. To consider the adoption of a Resolution on behalf of the Town of Islip Economic Development Corporation to adopt a Procurement Policy which will apply to the procurement for goods and services not subject to the competitive bidding requirements set forth in General Municipal Law Section 103 and which goods and services are paid for and used by the Corporation. On a motion by Councilman Anthony Senft and seconded by Councilman Steve Flotteron, said resolution was approved unanimously.
9. To consider a Resolution on behalf of the Town of Islip Economic Development Corporation to adopt the Travel Authorization and Mileage Reimbursement guidelines as stated in the Town of Islip Administrative Procedures Manual, Section 303, as recommended by the New York State Authorities Budget Office. On a motion by Councilman John Cochrane and seconded by Councilwoman Trish Bergin Weichbrodt, said resolution was approved unanimously.
10. The January 14, 2014 meeting of the EDC Board was adjourned on a motion by Councilwoman Trish Bergin Weichbrodt and seconded by Councilman Anthony Senft.

April 22, 2014

**WHEREAS**, on April 8<sup>th</sup> 2014, the Town Board authorized the Supervisor to enter into an extension of an agreement with Albrecht, Viggiano, Zureck & Co., P.C. to provide auditing services to the Town of Islip, and;

**WHEREAS**, it is desirable that the Town of Islip Economic Development Corporation contract with the same firm used by the Town for auditing services, and;

**WHEREAS**, Albrecht, Viggiano, Zureck & Co., P.C. has provided exceptional technical guidance and support to the Town of Islip and the Town of Islip Industrial Development Agency, and;

**WHEREAS**, it is desirous of the Town of Islip Economic Development Corporation to use Albrecht, Viggiano, Zureck & Co., P.C. as the Corporation's auditors to perform the audit of the Corporation for the year ended December 31, 2013.

**NOW, THEREFORE**, on a motion of Member Senft ,

Seconded by Member Cochrane , be it

**RESOLVED**, that the Town of Islip Economic Development Corporation authorizes the Chairperson or designee to execute a one year contract with Albrecht, Viggiano, Zureck & Co., P.C. by mutual written consent for Auditing and Accounting Services for an amount not to exceed the sum of \$5,000.

Upon a vote being taken, the result was: 4-0

April 22, 2014

WHEREAS, the Town of Islip Economic Development Corporation (the "EDC") was formed to promote and conduct economic development activities in the Town; and

WHEREAS, the "EDC" undertakes various marketing, sponsorship and promotional activities to raise the awareness of its existence to the business community at large; and

WHEREAS, the Islip Arts Council, Inc., a New York Not For Profit Corporation with its principal place of business located at 50 Irish Lane in East Islip, NY 11730 (hereinafter, the IAC), is dedicated to the development, advancement and support of the quality of life of all Islip residents, including the business community; and

WHEREAS, the IAC is committed to providing diverse cultural services to Town of Islip residents and business leaders which provide job opportunities, enrichment to the Town's downtown areas, and enhanced economic activity; and

WHEREAS, the EDC has determined that as a matter of public policy the IAC can directly advance the EDC's mission by expanding the public's knowledge of the EDC, increasing awareness of the opportunities that exist in the Town of Islip and by bringing more visitors to the Town of Islip thereby increasing the utilization of the Town's local businesses and stimulating its economic growth.

NOW, THEREFORE on motion of Member Bergin Weichbrodt, seconded by Member Senft; be it

RESOLVED, that the Chairman of the Town of Islip Economic Development Corporation, or his designee, is hereby authorized to enter into a contract with the Islip Arts Council, Inc., for sponsorship of IAC 2014 programming the amount of \$10,000; and be it further

RESOLVED, that in consideration for these sponsorship funds the IAC will increase awareness of the EDC by inclusion in all marketing and advertising for events, including the "Concert in the Park", as well as other promotional activities associated with the IAC.

Upon a vote being taken, the result was: 4-0