



MEETING OF THE TOWN OF ISLIP
INDUSTRIAL DEVELOPMENT AGENCY
January 15, 2019
Meeting Minutes

1. Call the meeting of the Town of Islip Industrial Development Agency to order on a motion by Councilman James P. O'Connor and seconded by Councilman John C. Cochrane Jr.

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 acknowledged a quorum.

Motions were presented to approve and adopt the following resolutions on the January 15, 2019 IDA Agenda. The resolutions were as follows:

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 18, 2018**. On a motion by Councilman James P. O'Connor and seconded by Councilwoman Trish Bergin Weichbrodt, said motion was approved 5-0.
3. To consider the adoption of a Resolution approving the 2018 IDA Meeting Schedule of the Town of Islip Industrial Development Agency. On a motion by Councilwoman Trish Bergin Weichbrodt and seconded by Councilman John C. Cochrane Jr., said motion was approved unanimously. 5-0.
4. To consider the adoption of a Resolution Appointing Officers of the Town of Islip Industrial Development Agency. On a motion by Councilwoman Trish Bergin Weichbrodt and seconded by Councilman John C. Cochrane Jr., said motion was approved unanimously. 5-0.
5. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development Agency to adopt an **Audit Committee** in compliance with the Public Authority Accountability Act ("PAAA") and to appoint John Cochrane, Mary Kate Mullen and Anne Danziger to that committee. On a motion by Councilwoman Trish Bergin Weichbrodt and seconded by Councilwoman Mary Kate Mullen, said motion was approved 5-0.
6. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development Agency to adopt a **Finance Committee** in compliance with the Public Authority Accountability Act ("PAAA") and to appoint Trish Bergin Weichbrodt, James P. O'Connor and Ron Meyer to that committee. On a motion by Councilwoman Trish Bergin Weichbrodt and seconded by Councilwoman Mary Kate Mullen, said motion was approved 5-0.

7. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development Agency to adopt a **Governance Committee** in compliance with the Public Authority Accountability Act (“PAAA”) and to appoint John Cochrane, Mary Kate Mullen and Brad Hemingway to that committee. On a motion by Councilwoman Trish Bergin Weichbrodt and seconded by Councilman James P. O’Connor, said motion was approved 5-0.
8. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development agency to adopt a **Code of Ethics Policy** in compliance with the Public Authority Accountability Act (“PAAA”) and to appoint the Board of Ethics of the Town of Islip as its Ethics Officer. On a motion by Councilman John C. Cochrane Jr., and seconded by Councilman James P. O’Connor, said motion was approved unanimously 5-0.
9. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development Agency to adopt an **Investment Policy** in compliance with the Public Authority Accountability Act (“PAAA”) which shall apply to all operating funds, bond proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the financial statements of the Agency. On a motion by Councilwoman Trish Bergin Weichbrodt and seconded by Councilwoman Mary Kate Mullen said motion was approved unanimously 5-0.
10. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development Agency to adopt a **Procurement Policy** in compliance with the Public Authority Accountability Act (“PAAA”) which will apply to the procurement for goods and services not subject to the competitive bidding requirements set forth in General Municipal Law Section 103 and which goods and services are paid for and used by the Agency. On a motion by Councilwoman Trish Bergin Weichbrodt and seconded by Councilwoman Mary Kate Mullen, said motion was approved unanimously 5-0..
11. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development Agency adopting a **Conflict of Interest Policy** in compliance with the Public Authority Accountability Act (“PAAA”) and amending the by-laws of the Agency. On a motion by Councilwoman Trish Bergin Weichbrodt and Councilman John C. Cochrane Jr., said motion was approved unanimously 5-0.
12. To consider a Resolution on behalf of the Town of Islip Industrial Development Agency to adopt the **Travel Authorization and Mileage Reimbursement** guidelines as stated in the Town of Islip Administrative Procedures Manual, Section 303, as recommended by the New York State Authorities Budget Office. On a motion by Chairman John C. Cochrane Jr., and seconded by Councilwoman Trish Bergin Weichbrodt, said motion was approved unanimously 5-0.
13. To consider the adoption of a Resolution to Authorize an annual Agreement between the Town of Islip Industrial Development Agency and **(CGR) Center for Governmental**

Research, Inc. of One South Washington Street, Suite 400, Rochester, New York. On a motion by Councilwoman Mary Kate Mullen and seconded by Councilwoman Trish Bergin Weichbrodt, said motion was approved unanimously 5-0.

14. To consider the adoption of a Resolution to Authorize the Town of Islip Economic Development to execute a one year extension contract with **Albrecht, Viggiano, Zureck & Co., P.C.** to perform the audit for the year ended December 31, 2019. On a motion by Councilman John C. Cochrane Jr., and seconded by Councilman James P. O'Connor, said motion was approved unanimously 5-0.
15. To consider the adoption of a Resolution on behalf of the Town of Islip Industrial Development Agency to enter into a contract with **Mike Siniski**, to provide computer programming services for the maintenance of an updated and improved IDA Assessment Roll and PILOT billing system including training Town of Islip staff at a rate of \$65.00 per hour, not to exceed \$5,000. On a motion by Councilwoman Trish Bergin Weichbrodt and seconded by Councilwoman Mary Kate Mullen, said motion approved unanimously 5-0.
16. To consider the adoption of an Authorizing Resolution between the Town of Islip Industrial Development Agency and **Ultraflex International, Inc.** Located at 10 Colt Court, Ronkonkoma. On a motion by Councilman John C. Cochrane Jr., and seconded by Councilwoman Trish Bergin Weichbrodt, said motion was approved unanimously 5-0.
17. To consider the adoption of an Inducement/Authorizing Resolution between the Town of Islip Industrial Development Agency and **MultiDyne Electronics**. Located at 35 Hoffman Ave, Hauppauge. On a motion by Councilwoman Mary Kate Mullen and seconded by Councilwoman Trish Bergin Weichbrodt, said motion was approved unanimously 5-0.
18. To consider the adoption of an Inducement/Authorizing Resolution between the Town of Islip Industrial Development Agency and **Certified Interiors**. Located at 300 Rabro Drive, Hauppauge. On a motion by Councilwoman Trish Bergin Weichbrodt and seconded by Councilman John C. Cochrane Jr., said motion was approved unanimously 5-0.
19. To consider **any other business** to come before the Agency. The meeting of the Town of Islip Industrial Development Agency adjourned on a motion by Councilman James P. O'Connor and seconded by Councilwoman Trish Bergin Weichbrodt.