

**GLEN COVE INDUSTRIAL DEVELOPMENT AGENCY
LOCAL ECONOMIC ASSISTANCE CORP.
City Hall - 9 Glen Street, Glen Cove, NY 11542**

**Minutes of Jt. Meeting
November 13, 2018**

The Glen Cove Industrial Development Agency held a joint business meeting with the Local Economic Assistance Corporation on Tuesday, November 13, 2018 in the 2nd floor conference room, City Hall, Glen Cove, NY 11542. The meeting was called to order at 6:08 p.m. and the following members were present:

IDA/GCLEAC Members:

Timothy Tenke, Chairman
Vincent Hartley
James Cappiello
Joseph Gioino
John Tetta

Also Present:

A. Fangmann, Executive Director
A. LaMorte, CFO/Assistant Secretary
C. Byrne, Secretary
M. Zarin, Esq. – Legal Counsel IDA

The Secretary reported that the notice of joint meeting was served in accordance with the IDA and GCLEAC by laws.

Chairman Tenke made a motion to adopt the minutes of the IDA/GCLEAC meeting held September 25, 2018 and asked for a second. The motion was seconded by Vincent Hartley. Motion carried as follows:

IDA/GCLEAC MEMBERS

Timothy Tenke
Vincent Hartley
James Cappiello
John Tetta
Joseph Gioino

VOTING

AYE
AYE
AYE
AYE
Abstained

EXECUTIVE DIRECTOR'S REPORT:

Chairman Tenke suggested we defer the Executive Director's report toward the latter portion of the meeting, to ensure we had adequate time to get through the meeting agenda.

UNFINISHED BUSINESS:

The Secretary made two announcements as follows:

- Any board members who haven't yet completed the ABO webinar training to please sign up for one of the next webinar training dates in December. The schedule will be posted soon and this will be the last opportunity to do so in 2018.
- Please return your confidential board evaluation survey to the Secretary's attention at your earliest convenience; they were mailed to each member's home.

NEW BUSINESS:

- Personnel policies: The IDA and GCLEAC seek to adopt the New York State Sexual Harassment Policy as required by New York State. The Agencies used the model policy and procedures provided by the NY State and distributed it to the members for review. In addition the Agencies also seek adopt the Workplace Violence Prevention policy; Social Media policy and Title VI/Nondiscrimination policy, all of which are attached for your information.

- Temporary Road Easement Agreement/License Agreement for temporary use of ferry terminal site for storage of construction materials. Chairman Tenke and Ms. Fangmann provided the members with a detailed overview of this matter.
- First Amendment to Trust Indenture – Garvies Point: Michael Zarin provided the members with a detailed overview of this matter.

RESOLUTIONS:

Chairman Tenke made a motion to adopt IDA resolutions 7(a) and 7(b) and asked for a second:

- Resolutions 7 (a) and (b): IDA/GCLEAC resolution adopting the following personnel policies for the Agency: Sexual Harassment; Workplace Violence Prevention; Social Media; Title VI/Nondiscrimination Policy

Motion to adopt IDA resolution 7(a) and 7(b) was seconded by Vincent Hartley. Motion carried as follows:

<u>IDA MEMBERS</u>	<u>VOTING</u>
Timothy Tenke	AYE
Vincent Hartley	AYE
James Cappiello	AYE
Joseph Gioino	AYE
John Tetta	AYE

Chairman Tenke made a motion to adopt IDA resolution 7(c) and asked for a second:

- Resolution 7 (c): IDA resolution approving certain documents in connection with the City Road Project – Road Construction Documents

Motion to adopt IDA resolution 7(c) was seconded by Vincent Hartley. Motion carried as follows:

<u>IDA MEMBERS</u>	<u>VOTING</u>
Timothy Tenke	AYE
Vincent Hartley	AYE
James Cappiello	AYE
Joseph Gioino	AYE
John Tetta	AYE

Chairman Tenke made a motion to adopt IDA resolution 7 (d) and asked for a second.

- Resolution 7 (d): IDA resolution authorizing the Acknowledgment and Consent to the First Amendment to Trust Indenture and Related Documents with respect to the Garvies Point Public Improvement Project

Motion to adopt IDA resolution 7(d) was seconded by Vincent Hartley. Motion carried as follows:

IDA MEMBERS

Timothy Tenke
Vincent Hartley
James Cappiello
Joseph Gioino
John Tetta

VOTING

AYE
AYE
AYE
AYE
AYE

As there was no further business to come before the board, Chairman Tenke made a motion to adjourn the meeting. The motion was duly seconded by Vincent Hartley. Motion carried and the meeting was adjourned at 6:55PM.

Respectfully Submitted,

Camille Byrne
Secretary – IDA/GCLEAC

DRAFT