

**GLEN COVE INDUSTRIAL DEVELOPMENT AGENCY
LOCAL ECONOMIC ASSISTANCE CORP.**

City Hall - 9 Glen Street, Glen Cove, NY 11542

**Minutes of Joint Meeting
June 25, 2019**

The Glen Cove Industrial Development Agency and Local Economic Assistance Corp. held a joint business meeting on Tuesday, June 25, 2019 in the 2nd floor conference room, City Hall, Glen Cove, NY 11542. The meeting was called to order at 6:36 p.m. and the following members were present:

MEMBERS

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

Also Present:

A. Fangmann, Executive Director
A. LaMorte, CFO/Assistant Secretary
C. Byrne/Secretary
M. Tyler, Legal Counsel
Interested public

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

MINUTES:

Chairman Tenke made a motion to adopt the minutes of the IDA/GCLEAC meeting held March 26, 2019 and asked for a second. The motion was seconded by Vincent Hartley. Motion carried as follows:

MEMBERS

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

VOTING

AYE
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AYE
Abstain
Abstain

Chairman Tenke made a motion to adopt the minutes of the IDA/GCLEAC special meeting held May14, 2019 and asked for a second. The motion was seconded by Jim Cappiello. Motion carried as follows:

MEMBERS

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

VOTING

AYE
AYE
AYE
AYE
AYE

EXECUTIVE DIRECTOR'S REPORT:

- Ms. Fangmann provided the members with an update on the Prevailing Wage policy for public projects receiving IDA financial assistance which is under consideration by Albany. Mr. Tyler further explained the impact of this potential policy.
- Ms. Fangmann also provided an update on the Brownfield Opportunity Area Step III Implementation Plan for the Orchard Neighborhood and Sea Cliff Avenue Corridor. She reminded the members that a public hearing is scheduled on Thursday, June 27th at 7PM in the main chambers of City Hall to accept comments on the Draft Generic Environmental Impact Statement (DGEIS) before the Final Generic Environmental Impact Statement (FGEIS) goes to City Council for approval. Comments received at the public hearing will be addressed in the FGEIS.

UNFINISHED BUSINESS:

- Personnel Update: Ms. Fangmann announced that for the immediate future, following her return from family leave, she will continue in her current position as Executive Director but work on a part-time basis as follows: Tuesday, Wednesday and Thursday in the office (generally 9AM to 5PM) but noted that there are some morning meetings that start as early as 8AM and most Tuesday nights she will attend Board meetings and pre-council/council meetings in which case those days tend to be as long as 12 hours. She will be available remotely by phone/email on Monday and Friday. Ms. Fangmann noted that, while she is working part-time, she does not participate in the CDA health insurance plan and is forfeiting her eligibility for accrual of sick/vacation time and is not eligible for personal/floating days as a part-time employee.
- Staff Bonus: Mayor Tenke reminded the Board that at the January 2019 meeting, wherein Ann Fangmann announced her impending leave of absence in February for a period of three/four months, that the IDA staff (Anne LaMorte, Camille Byrne, Nicolas Shearman and Jocelyn Wenk) were going to be faced with additional responsibility to cover projects otherwise covered by the Executive Director. The Board voted to allocate \$10,000.00 (shared with the GC-CDA) to be split among the IDA/CDA staff upon the return of the Executive Director which occurred in June 2019. The Treasurer and Chairman met with the CFO and made a recommendation to allocate the bonuses as follows:

Employee	Bonus \$ Amount
Anne LaMorte	\$3,507.68
Camille Byrne	\$3,106.68
Nicolas Shearman	\$2,031.87
Jocelyn Wenk	\$1,353.77

Vice Chairman Hartley also reminded the Board that during the time frame that Ms. Fangmann was on leave, she received a stipend to be on-call for work related matters and that the IDA/CDA, even with payment of the \$10,000.00 bonus, still saved money in this personnel matter.

Chairman Tenke made a motion to approve payment of the bonuses as outlined above to the staff and asked for a second. The motion was seconded by Vincent Hartley. Motion carried as follows:

MEMBERS

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

VOTING

AYE
AYE
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AYE
AYE

- Chairman Tenke provided an update on the NYS Senate Standing Committee on Investigations and Government Operations Public Authorities Reform Act (PARA) and NYS GML Audit:

- Anne LaMorte emailed the Board members on May 28th that the Mayor received a letter from Senator James Skoufis regarding this audit. The Glen Cove IDA has learned that other IDAs in both Nassau and Suffolk County have also received this request. Ann, Anne and Camille are working on assembling the requested information and they are confident that our formal response will be delivered by the deadline on Friday, June 28th.
- Chairman Tenke advised the Board that the IDA will adopt the use of a “Form of Annual Employment and Financial Assistance Certification Letter,” included in Board member packets, for all projects receiving Glen Cove IDA financial assistance. Anne LaMorte made mention of her intent to implement this reporting method during our May 14th meeting and the IDA will be asked to adopt a resolution this evening formalizing the use of this reporting form.

NEW BUSINESS:

- A discussion was held concerning the suggestion of providing to the City Council copies of a project’s financial impact statement report (i.e., the Camoin report). It was explained that while this report has always been available upon request, that in the spirit of transparency and convenience to the City Council members, that this report be emailed directly to the City Council members. It was further discussed that the agendas of upcoming IDA/GCLEAC meetings also be emailed to the City Council members as well.

Chairman Tenke made a motion that the IDA adopt a policy that (subject to any exclusions under FOIL) copies of a project’s fiscal impact statement report and the agendas of upcoming meetings/public hearings be emailed to the City Council members. Motion was seconded by Vincent Hartley. Motion carried as follows:

MEMBERS

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

VOTING

AYE
 AYE
 AYE
 AYE
 AYE

Resolutions:

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

7(a) Adoption of “Form of Annual Employment and Financial Assistance Certification Letter” for all projects receiving Glen Cove IDA financial assistance (attached herein).

The motion was seconded by Vincent Hartley. Motion carried as follows:

MEMBERS

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

VOTING

AYE
 AYE
 AYE
 AYE
 AYE

As there was no further business to come before the Boards, the Chairman made a motion to adjourn the meeting. The motion was duly seconded by Vincent Hartley.

MEMBERS

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

VOTING

AYE
AYE
AYE
AYE
AYE

Motion carried as follows and the meeting was adjourned at 7:10 p.m.

Respectfully Submitted,

Camille Byrne, Secretary
Glen Cove IDA/Local Economic Assistance Corp.