

GLEN COVE INDUSTRIAL DEVELOPMENT AGENCY
City Hall – 9 Glen St., Glen Cove, New York 11542

Minutes of Meeting January 10, 2023

Resolution #7a)

RESOLUTION OF THE GLEN COVE INDUSTRIAL DEVELOPMENT AGENCY FOR ANNUAL APPOINTMENT OF OFFICERS

BE IT RESOLVED that the following officers are appointed for a one-year term effective January 1, 2023 to December 31, 2023:

Vincent C. Hartley	Vice Chairperson/Treasurer/Ethics Officer
Ann S. Fangmann	Executive Director/Chief Executive Officer
Margo Zoldessy	Chief Financial Officer/Assistant Secretary
Camille Byrne	Secretary/Records Management Officer

The question of adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<u>VOTING</u>
Pamela D. Panzenbeck, Chairperson	AYE
Vincent C. Hartley, Vice Chair	AYE
James Capiello	AYE
Grady Farnan	AYE
John Fielding	AYE
Thomas Hopke	AYE
David V. Jimenez	AYE

The foregoing Resolution is thereupon declared duly adopted.

GC-IDA
ENTERED
01-24-23
CB

GLEN COVE INDUSTRIAL DEVELOPMENT AGENCY
City Hall – 9 Glen St., Glen Cove, New York 11542

Minutes of Meeting January 24, 2023

Resolution #7c

RESOLUTION OF THE GLEN COVE INDUSTRIAL DEVELOPMENT AGENCY (GC-IDA) AUTHORIZING BANK SIGNATORIES FOR GC-IDA BANK ACCOUNTS WITH AMERICAN COMMUNITY BANK

BE IT RESOLVED that the following officers are authorized bank signatories for Glen Cove Industrial Development Agency bank accounts with American Community Bank:

Pamela D. Panzenbeck	Chairperson
Vincent C. Hartley	Treasurer
Ann S. Fangmann	Executive Director
Margo Zoldessy	Chief Financial Officer

The question of adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<u>VOTING</u>
Pamela D. Panzenbeck, Chairperson	AYE
Vincent C. Hartley, Vice Chair	AYE
James Cappiello	AYE
Grady Farnan	AYE
John Fielding	AYE
Thomas Hopke	AYE
David V. Jimenez	AYE

The foregoing Resolution was thereupon declared duly adopted.

GC-IDA
ENTERED
01.24.23
CB

GLEN COVE INDUSTRIAL DEVELOPMENT AGENCY
City Hall – 9 Glen St., Glen Cove, New York 11542

Minutes of Meeting January 24, 2023

Resolution #7e

**RESOLUTION OF THE GLEN COVE INDUSTRIAL DEVELOPMENT AGENCY
APPOINTING MEMBERS TO THE AUDIT/FINANCE COMMITTEE**

BE IT RESOLVED that the following members shall serve on the Audit/Finance Committee for a one-year term effective January 1, 2023 to December 31, 2023:

Vincent C. Hartley	Committee Chairperson
John Fielding	Committee Member
Tom Hopke	Committee Member

The question of adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<u>VOTING</u>
Pamela D. Panzenbeck, Chairperson	AYE
Vincent C. Hartley, Vice Chair	AYE
James Cappiello	AYE
Grady Farnan	AYE
John Fielding	AYE
Thomas Hopke	AYE
David V. Jimenez	AYE

The foregoing Resolution was thereupon declared duly adopted.

GC-IDA
ENTERED
01-24-23
CB

GLEN COVE INDUSTRIAL DEVELOPMENT AGENCY
City Hall – 9 Glen St., Glen Cove, New York 11542

Minutes of Meeting January 24, 2023

Resolution #7g

**RESOLUTION OF THE GLEN COVE INDUSTRIAL DEVELOPMENT AGENCY
APPOINTING MEMBERS TO THE GOVERNANCE COMMITTEE**

BE IT RESOLVED that the following members shall serve on the Governance Committee for a one-year term effective January 1, 2023 to December 31, 2023:

Pamela D. Panzenbeck	Committee Chairperson
James J. Cappiello	Committee Member
Grady Farnan	Committee Member

The question of adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<u>VOTING</u>
Pamela D. Panzenbeck, Chairperson	AYE
Vincent C. Hartley, Vice Chair	AYE
James Cappiello	AYE
Grady Farnan	AYE
John Fielding	AYE
Thomas Hopke	AYE
David V. Jimenez	AYE

The foregoing Resolution was thereupon declared duly adopted.

GC-IDA
ENTERED
01-24-23
CB

GLEN COVE INDUSTRIAL DEVELOPMENT AGENCY

City Hall – 9 Glen St., Glen Cove, New York 11542

Minutes of Meeting January 24, 2023

Resolution #7i

**RESOLUTION OF THE GLEN COVE INDUSTRIAL DEVELOPMENT AGENCY
APPOINTING MEMBERS TO THE TRANSACTION COMMITTEE**

BE IT RESOLVED that the following members shall serve on the Transaction Committee for a one-year term effective January 1, 2023 to December 31, 2023:

Pamela D. Panzenbeck	Committee Chairperson
Ann S. Fangmann	Committee Member
IDA Legal Counsel	Committee Member

The question of adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<u>VOTING</u>
Pamela D. Panzenbeck, Chairperson	AYE
Vincent C. Hartley, Vice Chair	AYE
James Cappiello	AYE
Grady Farnan	AYE
John Fielding	AYE
Thomas Hopke	AYE
David V. Jimenez	AYE

The foregoing Resolution was thereupon declared duly adopted.

GC-IDA
ENTERED
 01-24-23
 CB

GLEN COVE INDUSTRIAL DEVELOPMENT AGENCY
City Hall – 9 Glen St., Glen Cove, New York 11542

Minutes of Meeting January 24, 2023

Resolution #7k

**RESOLUTION OF THE GLEN COVE INDUSTRIAL DEVELOPMENT AGENCY
APPROVING THE 2023 BOARD MEETING SCHEDULE**

BE IT RESOLVED that the Glen Cove Industrial Development Agency members hereby approve the 2023 board meeting schedule (attached herein).

The question of adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<u>VOTING</u>
Pamela D. Panzenbeck, Chairperson	AYE
Vincent C. Hartley, Vice Chair	AYE
James Cappiello	AYE
Grady Farnan	AYE
John Fielding	AYE
Thomas Hopke	AYE
David V. Jimenez	AYE

The foregoing Resolution was thereupon declared duly adopted.

Gc-IDA
ENTERED
01-24-23
CA

2023 CITY OF GLEN COVE MEETING SCHEDULE
CITY COUNCIL/COMMUNITY DEVELOPMENT AGENCY (CDA) &
INDUSTRIAL DEVELOPMENT AGENCY (IDA)/LOCAL ECONOMIC ASSISTANCE CORPORATION (LEAC)
Meetings held on Tuesday evenings at 6PM unless otherwise specified

PRE-COUNCIL 6:30PM	CITY COUNCIL 7:30PM	CDA 6:00PM	IDA/LEAC 6:00PM
January 3, 2023	January 10, 2023	January 10, 2023 @ 6PM Annual Meeting	
January 17, 2023	January 24, 2023		January 24, 2023 @ 6PM Annual Meeting
February 7, 2023 CDBG Public Hearing	February 14, 2023 CDBG Public Hearing	<i>February 14, 2023 @ 6PM Governance Committee</i>	
February 21, 2023 CDBG Close Public Hrg.	February 28, 2023 CDBG Close Public Hrg.		<i>February 28, 2023 @ 6PM Governance Committee</i>
March 7, 2023	March 14, 2023 – CDBG Review/Approval	March 14, 2023 @ 6PM CDBG Review/Approval	
		<i>March 16, 2023 @ 5:30PM * Finance Committee</i>	<i>March 16, 2023 @ 6:30PM * Finance Committee</i>
March 21, 2023	March 28, 2023	March 28, 2023 @ 6PM Approval of ABO Reports	March 28, 2023 @ <u>6:30PM</u> * Approval of ABO Reports
April 4, 2023	April 11, 2023		April 11, 2023 @ 6PM
April 18, 2023	April 25, 2023	April 25, 2023 @ 6PM	
May 2, 2023	May 9, 2023		May 9, 2023 @ 6PM
May 16, 2023	May 23, 2023	May 23, 2023 @ 6PM	
June 20, 2023	June 27, 2023	June 27, 2023 @ 6PM	June 27, 2023 @ 6:30PM*
July 18, 2023	July 25, 2023	July 25, 2023 @ 6PM	July 25, 2023 @ 6:30PM*
August 15, 2023	August 22, 2023	<i>August 22, 2023 @ 6PM Finance Committee</i>	<i>August 22, 2023 @ 6:30PM* Finance Committee</i>
September 19, 2023	September 26, 2023	September 26, 2023 @ 6PM Budget Approval	September 26, 2023 @ 6:30PM* Budget Approval
October 3, 2023	October 10, 2023		October 10, 2023 @ 6PM
October 17, 2023	October 24, 2023	October 24, 2023 @ 6PM	
November 8, 2023 (Wednesday)	November 14, 2023		November 14, 2023 @ 6PM
November 21, 2023	November 28, 2023	November 28, 2023 @ 6PM	
December 5, 2023	December 12, 2023		December 12, 2023 @ 6PM
December 19, 2023	December 26, 2023	December 26, 2023 @ 6PM	

NOTE: CDA/IDA/LEAC Board Chairperson reserves the right to cancel above meetings if no business to discuss or resolution for adoption.

GLEN COVE INDUSTRIAL DEVELOPMENT AGENCY
City Hall – 9 Glen St., Glen Cove, New York 11542

Minutes of Meeting January 24, 2023

Resolution #7m

**RESOLUTION OF THE GLEN COVE INDUSTRIAL DEVELOPMENT AGENCY
AUTHORIZING THE CONTINUATION OF THE USE OF NEW YORK STATE
ARCHIVES RETENTION AND DISPOSITION SCHEDULE LGS-1 FOR MANAGEMENT
OF THE AGENCY’S RECORDS**

BE IT RESOLVED that the Glen Cove Industrial Development Agency members hereby authorize the continuation of the use of New York State Archives Retention and Disposition Schedule LGS-1 for management of the Agency’s records.

The question of adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<u>VOTING</u>
Pamela D. Panzenbeck, Chairperson	AYE
Vincent C. Hartley, Vice Chair	AYE
James Cappiello	AYE
Grady Farnan	AYE
John Fielding	AYE
Thomas Hopke	AYE
David V. Jimenez	AYE

The foregoing Resolution was thereupon declared duly adopted.

GC-IDA
ENTERED
01-24-23
CB

GLEN COVE INDUSTRIAL DEVELOPMENT AGENCY
City Hall – 9 Glen St., Glen Cove, New York 11542

Minutes of Meeting January 24, 2023

Resolution #70

RESOLUTION OF THE GLEN COVE INDUSTRIAL DEVELOPMENT AGENCY (GC-IDA) AUTHORIZING CERTAIN ACCEPTANCE OF FIXED FEE ARRANGEMENT FOR STANDARD GENERAL COUNSEL SERVICES WITH PHILLIPS LYTLE LLP FOR GC-IDA LEGAL SERVICES

BE IT RESOLVED that the Glen Cove Industrial Development Agency members hereby authorize acceptance of a fixed fee arrangements for standard general counsel services with Phillips Lytle LLP for GC-IDA legal services in accordance with the agreement attached herein.

The question of adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<u>VOTING</u>
Pamela D. Panzenbeck, Chairperson	AYE
Vincent C. Hartley, Vice Chair	AYE
James Cappiello	AYE
Grady Farnan	AYE
John Fielding	AYE
Thomas Hopke	AYE
David V. Jimenez	AYE

The foregoing Resolution was thereupon declared duly adopted.

GC-IDA
ENTERED
01-24-23
CB



Phillips Lytle LLP

December 30, 2022

Via E-Mail

Ann S. Fangmann
Executive Director
Glen Cove Industrial Development Agency
City Hall
9 Glen Street
Glen Cove, NY 11542

Re: Glen Cove Industrial Development Agency (the "Agency") and
Glen Cove Local Economic Assistance Corporation ("GCLEAC")
Retainer of Phillips Lytle LLP ("PL")
for Calendar Year 2023

Dear Ann:

Phillips Lytle is pleased to represent the Agency and GCLEAC again in 2023. You have asked us to consider a fixed fee arrangement for the standard general counsel services. Standard general counsel services include attendance at Board meetings, advice on corporate governance and governmental compliance and reporting and other customary services. We will alert you if we believe that any other requested legal services fall outside of this definition.



We would be happy to provide such services for the Agency calendar year 2023 for a fixed fee of \$8,000, payable at the rate of \$2,000 per quarter in arrears, and for GCLEAC for a fixed fee of \$1,000, payable at the rate of \$250 per quarter in arrears.

If you are comfortable with this arrangement, please execute and return a copy of this letter to us.

Very truly yours,

PHILLIPS LYTTLE LLP

By: *Milan K. Tyler*

Milan K. Tyler

Accepted and Agreed:

GLEN COVE INDUSTRIAL
DEVELOPMENT AGENCY

By: _____

Name:

Title:

GLEN COVE LOCAL ECONOMIC
ASSISTANCE CORPORATION

By: _____

Name:

Title: