

GLEN COVE LOCAL ECONOMIC ASSISTANCE CORP.
City Hall – 9 Glen St., Glen Cove, New York 11542

Minutes of Meeting January 27, 2026

Resolution #7b

RESOLUTION OF THE GLEN COVE LOCAL ECONOMIC ASSISTANCE CORPORATION FOR ANNUAL APPOINTMENTS

BE IT RESOLVED that the following officers are appointed for a one-year term effective January 1, 2026 to December 31, 2026:

| | |
|----------------------|---|
| Pamela D. Panzenbeck | Chairperson |
| John J. Fielding | Vice Chairman/Treasurer/Ethics Officer |
| Ann S. Fangmann | Executive Director/Contracting 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 |
| John J. Fielding, Vice Chair | AYE |
| James J. Cappiello | AYE |
| David V. Jimenez | AYE |
| Peter T. McCarthy | AYE |
| Tom Scott | AYE |
| Lisa Travatello | ABSENT |

The foregoing Resolution was thereupon declared duly adopted.

GC-LEAC
ENTERED
01-27-26
CB

GLEN COVE LOCAL ECONOMIC ASSISTANCE CORP.

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

Minutes of Meeting January 27, 2026

Resolution #7d

RESOLUTION OF THE GLEN COVE LOCAL ECONOMIC ASSISTANCE CORPORATION (GC-LEAC) AUTHORIZING BANK SIGNATORIES FOR GC-LEAC BANK ACCOUNTS WITH AMERICAN COMMUNITY BANK

BE IT RESOLVED that the following officers are authorized bank signatories for Glen Cove Local Economic Assistance Corporation bank accounts with American Community Bank:

| | |
|----------------------|-------------------------|
| Pamela D. Panzenbeck | Chairperson |
| John J. Fielding | 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 |
| John J. Fielding, Vice Chair | AYE |
| James J. Cappiello | AYE |
| David V. Jimenez | AYE |
| Peter T. McCarthy | AYE |
| Tom Scott | AYE |
| Lisa Travatello | ABSENT |

The foregoing Resolution was thereupon declared duly adopted.

GC-LEAC
ENTERED
01-27-26
CB

GLEN COVE LOCAL ECONOMIC ASSISTANCE CORP.
City Hall – 9 Glen St., Glen Cove, New York 11542

Minutes of Meeting January 27, 2026

Resolution #7f

**RESOLUTION OF THE GLEN COVE LOCAL ECONOMIC ASSISTANCE CORP.
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, 2026 to December 31, 2026:

| | |
|-------------------|-----------------------|
| John J. Fielding | Committee Chairperson |
| Peter T. McCarthy | Committee Member |
| Dave Jimenez | 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 |
| John J. Fielding, Vice Chair | AYE |
| James J. Cappiello | AYE |
| David V. Jimenez | AYE |
| Peter T. McCarthy | AYE |
| Tom Scott | AYE |
| Lisa Travatello | ABSENT |

The foregoing Resolution was thereupon declared duly adopted.

GC-LEAC
ENTERED
01-27-26
CB

GLEN COVE LOCAL ECONOMIC ASSISTANCE CORP.
City Hall – 9 Glen St., Glen Cove, New York 11542

Minutes of Meeting January 27, 2026

Resolution #7h

**RESOLUTION OF THE GLEN COVE LOCAL ECONOMIC ASSISTANCE CORP.
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, 2026 to December 31, 2026:

| | |
|----------------------|-----------------------|
| Pamela D. Panzenbeck | Committee Chairperson |
| James J. Cappiello | Committee Member |
| Tom Scott | 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 |
| John J. Fielding, Vice Chair | AYE |
| James J. Cappiello | AYE |
| David V. Jimenez | AYE |
| Peter T. McCarthy | AYE |
| Tom Scott | AYE |
| Lisa Travatello | ABSENT |

The foregoing Resolution was thereupon declared duly adopted.

GC-LEAC
ENTERED
01-27-26
CB

GLEN COVE LOCAL ECONOMIC ASSISTANCE CORP.
City Hall – 9 Glen St., Glen Cove, New York 11542

Minutes of Meeting January 27, 2026

Resolution #7j

**RESOLUTION OF THE GLEN COVE LOCAL ECONOMIC ASSISTANCE CORP.
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, 2026 to December 31, 2026:

| | |
|----------------------|-----------------------|
| Pamela D. Panzenbeck | Committee Chairperson |
| Ann S. Fangmann | Committee Member |
| LEAC 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 |
| John J. Fielding, Vice Chair | AYE |
| James J. Cappiello | AYE |
| David V. Jimenez | AYE |
| Peter T. McCarthy | AYE |
| Tom Scott | AYE |
| Lisa Travatello | ABSENT |

The foregoing Resolution was thereupon declared duly adopted.

01-27-26
ENTERED
GC-LEAC
CB

GLEN COVE LOCAL ECONOMIC ASSISTANCE CORP.
City Hall – 9 Glen St., Glen Cove, New York 11542

Minutes of Meeting January 27, 2026

Resolution #7L

**RESOLUTION OF THE GLEN COVE LOCAL ECONOMIC ASSISTANCE CORP.
APPROVING THE 2026 BOARD MEETING SCHEDULE**

BE IT RESOLVED that the Glen Cove Local Economic Assistance Corp. members hereby approve the 2026 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 |
| John J. Fielding, Vice Chair | AYE |
| James J. Cappiello | AYE |
| David V. Jimenez | AYE |
| Peter T. McCarthy | AYE |
| Tom Scott | AYE |
| Lisa Travatello | ABSENT |

The foregoing Resolution was thereupon declared duly adopted.

GC-LEAC
ENTERED
01-27-26
CB

**2026 CITY OF GLEN COVE MEETING SCHEDULE
CITY COUNCIL/COMMUNITY DEVELOPMENT AGENCY (CDA) & INDUSTRIAL DEVELOPMENT AGENCY
(IDA)/LOCAL ECONOMIC ASSISTANCE CORP (LEAC)**

| <u>PRE-COUNCIL</u> 6:30 P.M. | <u>COUNCIL</u> 7:30 P.M. | <u>CDA</u> BOARD MTG | <u>IDA/LEAC</u> BOARD MTG |
|---|--|---|---|
| January 6, 2026 | January 13, 2026 | | |
| January 20, 2026 | January 27, 2026 | January 27, 2026 CDA Annual Mtg 5:30PM | January 27, 2026 IDA/LEAC Annual Mtg 6:00PM |
| February 3, 2026 CDBG Public Hearing | February 10, 2026 CDBG Public Hearing | | |
| | | Thursday, February 12, 2026 CDA Governance Committee 5:30PM | Thursday, February 12, 2026 IDA/LEAC Governance Committee 6:30PM |
| February 17, 2026 CDBG Close Public Hearing | February 24, 2026 CDBG Close Public Hearing | | February 24, 2026 IDA/LEAC Board Meeting 5:30PM |
| March 3, 2026 (review CDBG application) | March 10, 2026 (review/approve CDBG application) | March 10, 2026 CDA Board Meeting 5:30PM Review/approve CDBG application | |
| | | Thursday, March 19, 2026 5:30PM CDA Audit Committee | Thursday, March 19, 2026 6:30PM IDA/LEAC Audit Committee |
| March 17, 2026 | March 24, 2026 | Tuesday, March 24, 2026 CDA Board Meeting 5:30PM (approve ABO submission) | Tuesday, March 24, 2026 IDA/LEAC Board Meeting 6:00PM (approve ABO submission) |
| April 7, 2026 | April 14, 2026 | | April 14, 2026 IDA/LEAC Board Meeting 5:30PM |
| April 21, 2026 | April 28, 2026 | April 28, 2026 CDA Board Meeting 6PM | |
| May 5, 2026 | May 12, 2026 | | May 12, 2026 IDA/LEAC Board Meeting 5:30PM |
| May 19, 2026 | May 26, 2026 | May 26, 2026 CDA Board Meeting 6PM | |
| June 16, 2026 <i>SUMMER SCHEDULE</i> | June 23, 2026 <i>SUMMER SCHEDULE</i> | June 23, 2026 CDA Board Meeting 5:30PM | June 23, 2026 IDA/LEAC Board Meeting 6:00PM |

**2026 CITY OF GLEN COVE MEETING SCHEDULE
CITY COUNCIL/COMMUNITY DEVELOPMENT AGENCY (CDA) & INDUSTRIAL DEVELOPMENT AGENCY
(IDA)/LOCAL ECONOMIC ASSISTANCE CORP (LEAC)**

| <u>PRE- COUNCIL 6:30 P.M.</u> | <u>COUNCIL 7:30 P.M.</u> | <u>CDA BOARD MTG.</u> | <u>IDA/LEAC BOARD MTG.</u> |
|--|--|---|---|
| July 21, 2026 SUMMER SCHEDULE | July 28, 2026 SUMMER SCHEDULE | July 28, 2026 CDA Board Meeting 5:30PM | July 28, 2026 IDA/LEAC Board Meeting 6:00PM |
| August 18, 2026 <i>SUMMER SCHEDULE</i> <i>Section 8 Admin Plan public hearing</i> | August 25, 2026 <i>SUMMER SCHEDULE</i> <i>Section 8 Admin Plan public hearing</i> | August 25, 2026 CDA Finance Committee (Budget Review) 5:30PM | August 25, 2026 IDA/LEAC Finance Committee (Budget Review) 6:30PM |
| September 15, 2026 <i>END SUMMER SCHEDULE</i> <i>Close Section 8 Admin Plan public hearing</i> <i>Certify Section 8 Administrative Plan</i> | September 22, 2026 <i>END SUMMER SCHEDULE</i> <i>Close Section 8 Admin Plan public hearing</i> <i>Certify Section 8 Administrative Plan</i> | September 22, 2026 CDA Board Meeting 5:30PM <i>Adopt CDA/Section 8 Budgets</i> <i>Certify Section 8 Administrative Plan</i> | September 22, 2026 IDA/LEAC Board Meeting 6:00PM <i>Adopt IDA/LEAC Budgets</i> |
| October 6, 2026 | October 13, 2026 | October 13, 2026 CDA Board Meeting 6PM | |
| October 20, 2026 | October 27, 2026 | | October 27, 2026 IDA/LEAC Board Meeting 5:30PM |
| November 4, 2026 (Wednesday) | November 10, 2026 | November 10, 2026 CDA Board Meeting 6PM | |
| November 17, 2026 | November 24, 2026 | | November 24, 2026 IDA/LEAC Board Meeting 5:30PM |
| December 1, 2026 | December 8, 2026 | December 8, 2026 CDA Board Meeting 6PM | |
| December 15, 2026 | December 22, 2026 | | December 22, 2026 IDA/LEAC Board Meeting 5:30PM |

NOTE: CDA/IDA/LEAC BOARD CHAIRPERSON RESERVES THE RIGHT TO CANCEL ABOVE MEETINGS, IF THERE IS NO BUSINESS TO DISCUSS OR RESOLUTION FOR ADOPTION.

GLEN COVE LOCAL ECONOMIC ASSISTANCE CORP.
City Hall – 9 Glen St., Glen Cove, New York 11542

Minutes of Meeting January 27, 2026

Resolution #7n

**RESOLUTION OF THE GLEN COVE LOCAL ECONOMIC ASSISTANCE CORP.
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 Local Economic Assistance Corp. 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 |
| John J. Fielding, Vice Chair | AYE |
| James J. Cappiello | AYE |
| David V. Jimenez | AYE |
| Peter T. McCarthy | AYE |
| Tom Scott | AYE |
| Lisa Travatello | ABSENT |

The foregoing Resolution was thereupon declared duly adopted.

GC-LEAC
ENTERED
01-27-26
CB

GLEN COVE LOCAL ECONOMIC ASSISTANCE CORP.

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

Minutes of Meeting January 27, 2026

Resolution #7p

RESOLUTION OF THE GLEN COVE LOCAL ECONOMIC ASSISTANCE CORP. (GC-LEAC) AUTHORIZING CONTINUATION OF FIXED FEE ARRANGEMENT FOR STANDARD GENERAL COUNSEL SERVICES WITH PHILLIPS LYTTLE LLP FOR GC-LEAC LEGAL SERVICES

BE IT RESOLVED that the Glen Cove Local Economic Assistance Corp. members hereby authorize continuation of a fixed fee arrangement for standard general counsel services with Phillips Lytle LLP for GC-LEAC legal services in accordance with the 2025 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 |
| John J. Fielding, Vice Chair | AYE |
| James J. Cappiello | AYE |
| David V. Jimenez | AYE |
| Peter T. McCarthy | AYE |
| Tom Scott | AYE |
| Lisa Travatello | ABSENT |

The foregoing Resolution was thereupon declared duly adopted.

GC-LEAC
ENTERED
01-27-26
CB



Phillips Lytle LLP

January 3, 2025

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 2025

Dear Ann:

Phillips Lytle is pleased to represent the Agency and GCLEAC again in 2025. 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 2025 for a fixed fee of \$8,600, payable at the rate of \$2,150 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.

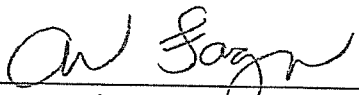
Very truly yours,

PHILLIPS LYTTLE LLP

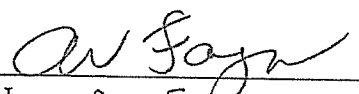
By: Milan K. Tyler
Milan K. Tyler

Accepted and Agreed:

GLEN COVE INDUSTRIAL
DEVELOPMENT AGENCY

By: 
Name: Ann Fongmann
Title: Executive Director

GLEN COVE LOCAL ECONOMIC
ASSISTANCE CORPORATION

By: 
Name: Ann Fongmann
Title: CEO