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OFFICIAL LOCAL DEVELOPMENT CORPORATION MINUTES

PROCEEDINGS AND VERBATIM DISCUSSIONS OF THE  
HUNTINGTON LOCAL DEVELOPMENT CORPORATION  
MEETING, HELD ON THE 17TH DAY OF OCTOBER, 2017  
AT 8:46 P.M., AT TOWN HALL, 100 MAIN STREET,  
HUNTINGTON, NEW YORK.

PRESENT:

- FRANK P. PETRONE, Chairman
- MARK A. CUTHBERTSON, Member
- SUSAN A. BERLAND, Member
- EUGENE COOK, Member
- TRACEY A. EDWARDS, Member
  
- JO-ANN RAIK, Town Clerk
  
- CINDY ELAN-MANGANNO, ESQ., Town Attorney

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CHAIRMAN PETRONE: We're now sitting as the Local  
Development Corporation.

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1 RESOLUTION 2017-LDC2

2 MEMBER EDWARDS: I offer Resolution LDC2.

3 (Authorize the Chairman to release funding  
4 to the Huntington Community Development  
5 Agency to support operations at Huntington  
6 Opportunity Resource Center.)

7 CHAIRMAN PETRONE: Second.

8 MRS. COLAMUSSI: Seconded by Chairman Petrone.

9 All in favor?

10 Any opposed?

11 Resolution is adopted, five-zero.

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RESOLUTION 2017-LDC3

MEMBER EDWARDS: I offer Resolution Number LDC3.  
(Authorize the Chairman to execute an  
extension to the contract with Cullen &  
Danowski, LLP, Certified Public Accountants,  
to conduct an independent audit for the  
fiscal year ending December 31, 2017.)

MEMBER BERLAND: Second.

MRS. COLAMUSSI: Seconded by Member Berland.

All in favor?

Any opposed?

Resolution is adopted, five-zero.

1 CHAIRMAN PETRONE: That concludes our Local  
2 Development Corporation Meeting. I'll  
3 entertain a motion to close this meeting.

4 MEMBER BERLAND: Motion.

5 CHAIRMAN PETRONE: Ms. Berland seconded by.

6 MEMBER COOK: Second.

7 CHAIRMAN PETRONE: Mr. Cook.

8 All in favor?

9 [WHEREUPON THE MOTION MADE AND SECONDED WAS  
10 VOTED ON AND CARRIED.]

11 CHAIRMAN PETRONE: Thank you and have a pleasant  
12 evening.

13 [WHEREUPON THE MEETING OF THE LOCAL  
14 DEVELOPMENT CORPORATION OF THE TOWN OF  
15 HUNTINGTON WAS CLOSED BY THE CHAIRMAN, FRANK  
16 P. PETRONE, AT 8:47 P.M.]

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# 2017- LDC 2

## RESOLUTION AUTHORIZING THE CHAIR TO RELEASE FUNDING TO THE HUNTINGTON COMMUNITY DEVELOPMENT AGENCY TO SUPPORT OPERATIONS AT HUNTINGTON OPPORTUNITY RESOURCE CENTER

Resolution for Local Development Corporation Board meeting dated: October 17, 2017

The following resolution was offered by: **MEMBER EDWARDS**

and seconded by: **CHAIRMAN PETRONE**

WHEREAS, the Town of Huntington Local Development Corporation (“THLDC”) is a New York local development corporation formed pursuant to Section 1411 of the New York State Not-For-Profit Corporation Law; and

WHEREAS, the Huntington Community Development Agency, acting in partnership with the County of Suffolk’s Departments of Labor and Social Services, operates the Huntington Opportunity Resource Center (“HORC”); and

WHEREAS, with its facilities located in Huntington Station, New York, HORC assists unemployed and underemployed residents of the Town of Huntington with resume preparation, job searches, career options, job training, tips for interview success, job readiness, DSS applications, not-for profit service referrals, etc.; and

WHEREAS, in fulfillment of its own mission and purposes, the THLDC, on November 4, 2015, entered into a Memorandum of Understanding with the Huntington Community Development Agency, to align itself to, collaborate with, and support the operations and job training initiatives provided at the Huntington Opportunity Resource Center; and

WHEREAS, the THLDC wishes to continue to partner with and support HORC by releasing funding for its 2017 operations; and

WHEREAS, the subject of this resolution is not an action as defined by 6 N.Y.C.R.R. Section 617.2(b) and therefore no further SEQRA review is required.

NOW, THEREFORE

THE BOARD OF THE TOWN OF HUNTINGTON LOCAL DEVELOPMENT CORPORATION HEREBY

AUTHORIZES the Chair to release funding in an amount not to exceed the sum of TWENTY FIVE THOUSAND & XX/100 (\$25,000.00) DOLLARS to Huntington Community Development Agency to support operations at the Huntington Opportunity Resource Center located at 1264 and/or 1268 New York Avenue, Huntington Station, New York.

# 2017- LDC 2

VOTE:                    AYES:    5                    NOES:    0                    ABSTENTIONS: 0

Chairman Frank P. Petrone	<b>AYE</b>
Member Susan A. Berland	<b>AYE</b>
Member Eugene Cook	<b>AYE</b>
Member Mark A. Cuthbertson	<b>AYE</b>
Member Tracey A. Edwards	<b>AYE</b>

THE RESOLUTION WAS THEREUPON DECLARED DULY ADOPTED.

RESOLUTION AUTHORIZING THE CHAIRMAN TO EXECUTE AN EXTENSION TO THE CONTRACT WITH CULLEN & DANOWSKI, LLP, CERTIFIED PUBLIC ACCOUNTANTS, TO CONDUCT AN INDEPENDENT AUDIT FOR THE FISCAL YEAR ENDING DECEMBER 31, 2017

Resolution for Local Development Corporation Board meeting dated: October 17, 2017

The following resolution was offered by: **MEMBER EDWARDS**

and seconded by Board Member: **MEMBER BERLAND**

WHEREAS, the Huntington Town Board has solicited written quotes to conduct an independent audit of the Town of Huntington Local Development Corporation and based on experience with the Town and pricing, it is both advantageous and cost effective for the Local Development Corporation to contract for and be audited in conjunction with the Town's audit; and

WHEREAS, the requirements of the New York State Comptroller's Office requires Local Development Corporations to obtain an annual independent audit; and

WHEREAS, pursuant to Section 1411 of the Not-for-Profit Corporation Law the Town of Huntington Local Development Corporation was established in 2010 as a not-for-profit local development corporation of the State to enhance economic development and business opportunities within the Town of Huntington;

WHEREAS, Cullen & Danowski, LLP, Certified Public Accountants, has provided auditing services for that last four years with the Town and has extensive knowledge of the Town; and

WHEREAS, the execution of this contract is a Type II action pursuant to 6 N.Y.C.R.R. §617.5 (c)(20), and therefore no further SEQRA review is required.

NOW, THEREFORE

THE TOWN OF HUNTINGTON LOCAL DEVELOPMENT CORPORATION

HEREBY AUTHORIZES the Chairman to execute the fourth extension to the contract with Cullen & Danowski, LLP, Certified Public Accounts, to conduct an audit for the fiscal year ending December 31, 2017, for an amount not to exceed the sum of TWO THOUSAND FIVE HUNDRED NO/100 (\$2,500.00) DOLLARS.

10-17-2017

# LDC- 2017<sup>3</sup>

VOTE:                      AYES: 5                      NOES: 0                      ABSTENTIONS: 0

Chairman Frank P. Petrone	<b>AYE</b>
Member Susan A. Berland	<b>AYE</b>
Member Eugene Cook	<b>AYE</b>
Member Mark A. Cuthbertson	<b>AYE</b>
Member Tracey A. Edwards	<b>AYE</b>

THE RESOLUTION WAS THEREUPON DECLARED DULY ADOPTED.

10-17-2017

RESOLUTION ADOPTING THE TOWN OF HUNTINGTON LOCAL DEVELOPMENT CORPORATION'S ANNUAL BUDGET FOR 2018 AND MULTI-YEAR FINANCIAL PLAN AS REQUIRED BY THE PUBLIC AUTHORITIES ACCOUNTABILITY ACT OF 2005

Resolution for Local Development Corporation meeting dated: October 17, 2017

The following resolution was offered by: Chairman Petrone

and seconded by Board Member: **MEMBER BERLAND**

WHEREAS, New York State Public Authorities law requires public authorities in the State of New York to submit an annual budget report and multi-year financial plan prior to the start of each fiscal year; and

WHEREAS, it is the law's intent to encourage public authorities to become engaged in long range fiscal planning and in setting programmatic goals; and

WHEREAS, the Town of Huntington Local Development Corporation's fiscal year begins on January 1 and therefore the fiscal year 2018 budget must be adopted by the Town of Huntington Local Development Corporation Board prior to electronically submitting said budget and plan to the State of New York Authority Budget Office by November 1; and

WHEREAS, the state recognizes that said adopted budget, together with the proposed financial plan for the subsequent four years, can and should be modified over time to reflect actual activity; and

WHEREAS, it is the Town of Huntington Local Development Corporation's intent to comply with all aspects of the Public Authorities Accountability Act of 2005; and

WHEREAS, the authorization for submission of an annual budget report and multi-year financial plan is a Type II action pursuant to 6 N.Y.C.R.R. §617.5(c) (20), and therefore no further SEQRA review is required.

NOW, THEREFORE

THE TOWN OF HUNTINGTON LOCAL DEVELOPMENT CORPORATION BOARD

HEREBY ESTABLISHES AND ADOPTS the Town of Huntington Local Development Corporation Annual Budget for 2018 and multi-year financial plan as attached hereto and made a part of this resolution.

# LDC-2017<sup>4</sup>

VOTE:                      AYES: 5                      NOES: 0                      ABSTENTIONS: 0

Chairman Frank P. Petrone	<b>AYE</b>
Member Susan A. Berland	<b>AYE</b>
Member Eugene Cook	<b>AYE</b>
Member Mark A. Cuthbertson	<b>AYE</b>
Member Tracey A. Edwards	<b>AYE</b>

THE RESOLUTION WAS THEREUPON DECLARED DULY ADOPTED.

**Budget Report for Town of Huntington Local Development Corporation**

Fiscal Year Ending 12/31/2018

Run Date: 09/28/2017

Status: UNSUBMITTED

**Budget & Financial Plan: Budgeted Revenues, Expenditures, and Changes in Current Net Assets**

	Last Year (Actual) 2016	Current Year (Estimated) 2017	Next Year (Adopted) 2018	Proposed 2019	Proposed 2020	Proposed 2021
<b>REVENUE &amp; FINANCIAL SOURCES</b>						
<b>Operating Revenues</b>						
Charges for services	\$0	\$0	\$0	\$0	\$0	\$0
Rentals & Financing Income	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating Revenues	\$0	\$0	\$0	\$0	\$0	\$0
<b>Nonoperating Revenues</b>						
Investment earnings	\$0	\$0	\$0	\$0	\$0	\$0
State subsidies / grants	\$0	\$0	\$0	\$0	\$0	\$0
Federal subsidies / grants	\$0	\$0	\$0	\$0	\$0	\$0
Municipal subsidies / grants	\$0	\$0	\$0	\$0	\$0	\$0
Public authority subsidies	\$0	\$0	\$0	\$0	\$0	\$0
Other Non-Operating Revenues	\$0	\$0	\$0	\$0	\$0	\$0
Proceeds from the issuance of debt	\$34,740	\$103,000	\$104,000	\$105,000	\$106,000	\$107,000
<b>Total Revenues &amp; Financing Sources</b>	<b>\$34,740</b>	<b>\$103,000</b>	<b>\$104,000</b>	<b>\$105,000</b>	<b>\$106,000</b>	<b>\$107,000</b>
<b>EXPENDITURES</b>						
<b>Operating Expenditures</b>						
Salaries and Wages	\$0	\$0	\$0	\$0	\$0	\$0
Other Employee Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services Contracts	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500
Supplies and Materials	\$15,225	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Other Operating Expenditures	\$25,510	\$27,000	\$27,000	\$27,000	\$27,000	\$27,000
<b>Nonoperating Expenditures</b>						
Payment of principal on bonds and financing arrangements	\$0	\$0	\$0	\$0	\$0	\$0
Interest and other financing charges	\$0	\$0	\$0	\$0	\$0	\$0
Subsidies to other public authorities	\$0	\$0	\$0	\$0	\$0	\$0
Capital asset outlay	\$0	\$0	\$0	\$0	\$0	\$0
Grants and Donations	\$0	\$0	\$0	\$0	\$0	\$0
Other Non-Operating Expenditures	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Expenditures</b>	<b>\$48,235</b>	<b>\$39,500</b>	<b>\$39,500</b>	<b>\$39,500</b>	<b>\$39,500</b>	<b>\$39,500</b>
Capital Contributions	\$0	\$0	\$0	\$0	\$0	\$0
<b>Excess (deficiency) of revenues and capital contributions over expenditures</b>	<b>(\$13,495)</b>	<b>\$63,500</b>	<b>\$64,500</b>	<b>\$65,500</b>	<b>\$66,500</b>	<b>\$67,500</b>

The authority's budget, as presented to the Board of Directors, is posted on the following website: The authority does not have a website or is unable to post documents to its website.

10-17-2017

2017-4DC4



PARIS  
Public Authorities Reporting Information System

Budget Report for Town of Huntington Local Development Corporation

Fiscal Year Ending 12/31/2018

Run Date: 09/28/2017

Status: UNSUBMITTED

Additional Comments:

2017-LDC4

10-17-2017