

**TOWN OF NORTH HEMPSTEAD COMMUNITY DEVELOPMENT AGENCY**

**Minutes of  
ANNUAL MEETING  
March 12, 2014  
7:30 PM**

**Call to Order**

Mr. Bailey, Chairman of the Town of North Hempstead Community Development Agency (the “Agency”), called the meeting to order at 7:40 p.m.

**Attendance**

Members of the Agency (the “Members”) in attendance were:

Lamont R. Bailey  
Jeffrey M. Greilsheimer  
Rodney A. Caines (*arrived at 8:05 p.m.*)  
Howard Weitzman

Agency staff present consisted of:

Dermot F. Kelly, Executive Director  
Joseph Santamaria, Assistant Executive Director/Project Manager  
Patrice P. Allen, Administrative Assistant  
Peter Dzwilewski, In-house Counsel

**Minutes of Meeting Held on December 18, 2013**

Upon the motion of Mr. Weitzman, seconded by Mr. Greilsheimer. The minutes of the meeting held December 18, 2013 were accepted.

**Executive Director’s Report**

The Executive Director’s Report consisted of the following:

*Community Development Block Grant (“CDBG”) Program:*

*Operations:*

**TOWN OF NORTH HEMPSTEAD COMMUNITY DEVELOPMENT AGENCY**

**Minutes of  
ANNUAL MEETING  
March 12, 2014  
7:30 PM**

According to OCD, the Agency's current chart of account balance as of 2/27/14 is \$1,621,291.94. Approximately \$359,000 in claims are currently pending.

*Cash Balances as of 3/11/14 are:*

- Citibank –Lump Sum Account - \$468,362.51
- Citibank – Escrow Account - \$11,167.20
- Valley National Bank - Program Income Account - \$812,364.06

*New Cassel Urban Renewal Plan*

*Site A: No Change*

The Developer continues to market the remaining 10,540 sq. ft. of commercial space.

*Site B: No Change*

The Supermarket – “Ideal Food Basket” had its grand opening on October 2, 2014. The Agency was represented well by Chairman Bailey and Board Member Weitzman.

The Bank of New York Mellon (“BONYM”) through its real estate holding company NY CRE Asset Holdings, LLC sold the remaining 3,180 square feet of the retail condominium space to Prospect New Castle Realty, Inc. (“Prospect”) the holding company for Worthy NYC, Inc. (“Worthy”) for \$425,000. Worthy, a sneaker and apparel store, applied to the Town of North Hempstead (the “Town”) for permits and anticipates to be opened by March or April 2014.

*Site C:*

Residential units have been fully occupied since April 2011.

BONYM is pursuing a purchaser for the remaining 3,700 square feet of commercial space. The asking price is \$300,000 to \$350,000. The Agency is working with a possible tenant, which is a Not-for-Profit corporation that will offer job counseling and other services to the community. The Agency's staff requested additional information from the prospective Buyer and their Broker and will report progress at the next Board meeting.

**TOWN OF NORTH HEMPSTEAD COMMUNITY DEVELOPMENT AGENCY**

**Minutes of  
ANNUAL MEETING  
March 12, 2014  
7:30 PM**

*Site D:*

BONYM and 139 LLC a holding company for James J. Vilardi (“Developer”) signed the agreement to complete the development, construction and sale of the Project. Mr. Vilardi will sign the Amended Land Disposition Agreement (“LDA”) (approved by the Agency in September 2011) the Title will be transferred to them based on an agreement with BONYM. The agreement was approved by the Nassau County Industrial Development Agency at their December 18, 2013 meeting. BONYM states on February 4<sup>th</sup> 2014 that a contract from Nassau County for additional HOME funds is still pending. The County’s Office of Community Development anticipates issuing a commitment letter for \$250,000 by the end of March 2014 with a closing occurring thereafter.

*Site E: No Change*

Site work is completed. The ribbon cutting was on October 29<sup>th</sup> and was very well attended by local elected officials, Chairman Baily spoke on behalf of the Agency and Board Members Weitzman and Nathan were in attendance. The project was hailed by many as a model for affordable housing nationwide.

*Site I:*

Cornerstone Developers have been selected by the Agency’s Board and Town Board to develop eleven (11) – three (3) bedroom Townhouses and a public roadway on the site. A zoning analysis has been completed and Zoning Compliance letter has been issued by the Town’s Planning Department and Cornerstone has submitted an application to the County for a major sub-division including the 11 individual lots and public roadway. The County process will take at least four more months. The Developer will then submit plans to the Town’s Building Department for approval. A lottery for the houses will be conducted by the Long island Housing Partnership (“LIHP”) after the approval for the subdivision is received from the County. Once buyers have been selected and approved and all necessary permits have been issued, the construction will commence. The project has experienced some delays because the NYS Housing Affordable Housing Assistance application round which is normally in April or May was delayed until January. However, the Agency’s Staff worked with the County has been successful in replacing the NYS funds with additional HOME funds. The contract for the HOME funds was forwarded to the County and executed. The Developer now has all the public financing in place. To assist potential buyers a request was submitted to NYS on January 8, 2014 through LIHP for down payment subsidy funding in the amount of \$40,000 per housing unit. The Agency’s Staff, Developer’s and the County will meet every two weeks for projects status updates.

**TOWN OF NORTH HEMPSTEAD COMMUNITY DEVELOPMENT AGENCY**

**Minutes of  
ANNUAL MEETING  
March 12, 2014  
7:30 PM**

*Site M:*

Site M is property owned by the Agency, located at 215 & 216 Brooklyn Avenue and 989 Prospect Avenue. The Agency is in the process of developing plans for a mixed used development. There is a new possibility that the Agency may purchase 985 Prospect Avenue.

Possible Development Options:

Option 1:

Issue an RFP for the redevelopment of 989 Prospect to construct a 2,600 Sq. Ft. commercial building to house a bank or credit unit with a drive-up window.

215 & 216 Brooklyn will then, with the assistance of LIHP, be developed into single family 3 bedroom homes. A Resolution was approved at the November meeting regarding obtaining grant money and other assistance of this project from LIHP.

Option 2:

Issue an RFP for the redevelopment of the property at 989 Prospect into a three-story mixed-use building. The first floor will be designed to accommodate a bank or credit union with drive-up windows. The second and third floors will house approximately 6 one bedroom and studio rental apartments. The rental can be limited to residents of the Town over 55 years of age and "Artists". Additionally, residents of the Westbury School District will be given preference. 215 & 216 Brooklyn Avenue will be used for parking for the building at 989 Prospect.

Option 3:

Purchase 985 Prospect Avenue and issue an RFP for a larger mixed-use site as described in Option 2.

All of the aforementioned options conform to the New Cassel Urban Renewal Plan, but still have to be discussed with the Town Supervisor's office and the Town's Planning Department.

*Third Street-* Construction of a new three bedroom home -Bowne's Subdivision documents were filed in early September and the Town issued a Zoning Compliance approval letter in November. The Nassau County Minor Subdivision application was filed with the Nassau

**TOWN OF NORTH HEMPSTEAD COMMUNITY DEVELOPMENT AGENCY**

**Minutes of  
ANNUAL MEETING  
March 12, 2014  
7:30 PM**

County Planning Commission and the Hearing was held on January 9, 2014. The Agency does expect to receive the approval notice from the County later this month. The Design and Building Department Documents are being developed and also should be complete by the end of the month. After completion of the design work and the necessary subdivision approval has been received with the new tax lot generated, the Agency will submit an application for permits to the Building Department.

*265 Covert Street-* The Agency closed on the purchase of a 7500 sq. ft. vacant lot located in New Cassel. The Agency is planning to build a three bedroom house on this lot utilizing the three bedroom house plans being designed for the Third Street property. L.I.H.P will assist the Agency in obtaining grants and marketing this property.

*Brush Hollow Road -* The Agency purchased 876 Brush Hollow Road. The Plans are to renovate the 3 bedroom home. The Applications for a Zoning Compliance letter was submitted to the Town and approved and the letter has been issued. The Agency filed a minor sub-division application with Nassau County which was heard before the Nassau County Planning Commission January 9, 2014. Expectations to receive the approval notice from the County should take place later this month. The Agency submitted Bowne's plans to the Town's Building Department on January 13, 2014 along with applications for permits. The Agency is in the process of relocating the tenants pursuant to HUD Regulations. Once the pre-construction process is completed the Agency will commence issuance of RFP's for procurement of contractors for asbestos abatement, demolition and construction.

LIHP Assistance:

A resolution was approved at the November Board meeting regarding obtaining grants and marketing assistance for the Brush Hollow Road, Third Street, Cover Street and Brooklyn Avenue projects from LIHP. A lottery for the houses will be conducted by the LIHP after all necessary approvals are received. Once buyers have been selected and approved and all necessary permits issued, the construction will commence.

Upon the motion of Mr. Bailey, duly seconded by Mr. Greilsheimer, the Executive Director's Report, to the extent of the Members' knowledge of the events referred to, was accepted and approved unanimously.

**TOWN OF NORTH HEMPSTEAD COMMUNITY DEVELOPMENT AGENCY**

**Minutes of  
ANNUAL MEETING  
March 12, 2014  
7:30 PM**

**For Consideration**

**RESOLUTION NO. 1 (2014)**

**A RESOLUTION SETTING DATES FOR THE ANNUAL MEETING  
AND REGULAR MEETINGS OF THE AGENCY.**

**WHEREAS**, Article V, Section 2 of the By - Laws (the “By-Laws”) of the Town of North Hempstead Community Development Agency (the "Agency") requires the members of the Agency (“Members”) to hold an annual meeting (the “Annual Meeting”) to receive a report on the state of the Agency, as more fully set forth therein; and

**WHEREAS**, Article V, Section 3 of the By - Laws of the Agency require the Members to hold regular meetings (the “Regular Meetings”) to transact such business as may come before them; and

**WHEREAS**, the Members wish to establish a schedule identifying the dates and times of their Annual Meeting and Regular Meetings for calendar year 2014.

**NOW, THEREFORE, BE IT**

**RESOLVED**, that members of the Agency hereby adopt the schedule for the conducting of the Annual Meeting and Regular Meetings for calendar year 2014 set forth in Schedule “A”, attached hereto and made a part hereof, which meetings shall be called to order at approximately 7:30 p.m. on each such day listed; and be it further

**RESOLVED**, that the Executive Director or any officer of the Agency is hereby authorized to take such action as may be necessary to effectuate the foregoing.

**SCHEDULE “A”  
SCHEDULE OF TOWN OF NORTH HEMPSTEAD COMMUNITY  
DEVELOPMENT AGENCY MEMBERS’ MEETINGS FOR CALENDAR YEAR  
2014  
March 12, 2014**

March 12, 2014 (Annual Meeting)  
April 9, 2014  
May 14, 2014

**TOWN OF NORTH HEMPSTEAD COMMUNITY DEVELOPMENT AGENCY**

**Minutes of  
ANNUAL MEETING  
March 12, 2014  
7:30 PM**

June 18, 2014  
September 10, 2014  
October 8, 2014  
November 12, 2014  
December 10, 2014

Upon the motion of Mr. Weitzman and seconded by Mr. Greilsheimer, the resolution was unanimously adopted.

\*\*\*\*\*

**RESOLUTION NO. 2 (2014)**

**A RESOLUTION REVIEWING AND ACCEPTING AN  
OPERATIONS AND ACCOMPLISHMENTS REPORT FOR THE  
AGENCY.**

**WHEREAS**, the Public Authorities Accountability Act of 2005, as amended by the Public Authorities Reform Act of 2009, and Section 2 (1) of Article V of the By-laws of the Town of North Hempstead Community Development Agency (the “Agency”) requires the members of the Agency (the “Members”) to annually review and accept an Operations and Accomplishments Report (the “Report”); and

**WHEREAS**, staff of the Agency have composed the Report included with the materials presented at this meeting; and

**WHEREAS**, the Members have reviewed and wish to accept the Report, with changes as to figures made by the Executive Director of the Agency (the “Executive Director”).

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Members hereby accept the Report; and be it further

**RESOLVED**, that the Members hereby authorize the Executive Director to file the Report with the Chief Executive Officer of the Agency, the Chief Financial Officer of the Agency, the New York State Authorities Budget Office, and the Supervisor of the Town of North Hempstead, and to take such other action as may be necessary to effectuate the foregoing.

**TOWN OF NORTH HEMPSTEAD COMMUNITY DEVELOPMENT AGENCY**

**Minutes of  
ANNUAL MEETING  
March 12, 2014  
7:30 PM**

Upon the motion of Mr. Greilsheimer and seconded by Mr. Bailey, the resolution was unanimously adopted.

\*\*\*\*\*

**RESOLUTION NO. 3 (2014) (Amended)**

**A RESOLUTION ADOPTING A POLICY REGARDING  
EXTENSION OF CREDIT.**

**WHEREAS**, the Public Authorities Accountability Act of 2005, as amended by the Public Authorities Reform Act of 2009, requires the members (the “Members”) of the Town of North Hempstead Community Development Agency (the “Agency”) to adopt a policy regarding the extension of credit (the “Policy”); and

**WHEREAS**, staff of the Agency have composed the Policy included with the materials presented at this meeting; and

**WHEREAS**, the Members have reviewed and wish to adopt the Policy.

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Members hereby adopt the Policy; and be it further

**RESOLVED**, that the Members hereby authorize the Executive Director to post the Policy on the Agency’s webpage, and to take such other action as may be necessary to effectuate the foregoing.

Upon the motion of Mr. Greilsheimer and seconded by Mr. Weitzman, the resolution was unanimously tabled.

\*\*\*\*\*

**RESOLUTION NO. 4 (2014)**

**A RESOLUTION REVIEWING AND ACCEPTING AN INTERNAL CONTROL  
MANUAL.**



**TOWN OF NORTH HEMPSTEAD COMMUNITY DEVELOPMENT AGENCY**

**Minutes of  
ANNUAL MEETING  
March 12, 2014  
7:30 PM**

**WHEREAS**, pursuant to Resolution No. 6 (2008), as amended by Resolution No. 3(2012), duly adopted at their meetings held on March 27, 2008 and March 21, 2012, respectively, members (the “Members”) of the Town of North Hempstead Community Development Agency (the “Agency”) adopted and approved an internal control manual (the “Manual”); and

**WHEREAS**, staff of the Agency have composed the Manual included with the materials presented at this meeting; and

**WHEREAS**, the Members have reviewed and wish to approve the Manual (the “Staff Recommendations”).

**NOW THEREFORE, BE IT**

**RESOLVED**, that the Members hereby authorize and approve the Staff Recommendation; and be it further

**RESOLVED**, that the Executive Director of the Agency and any officer thereof are hereby authorized to execute such instruments and documents and to take such other action as may be necessary to carry out the foregoing.

Upon the motion of Mr. Weitzman and seconded by Mr. Bailey, the resolution was unanimously adopted.

\*\*\*\*\*

**RESOLUTION NO. 5 (2014)**

**A RESOLUTION REVIEWING AND ACCEPTING THE  
PROCUREMENT POLICY OF THE AGENCY.**

**WHEREAS**, the Public Authorities Accountability Act of 2005, as amended by the Public Authorities Reform Act of 2009, requires the members (the “Members”) of the Town of North Hempstead Community Development Agency (the “Agency”) to annually review and accept a Procurement Policy (the “Policy”); and

**WHEREAS**, staff of the Agency have composed the Policy included with the materials presented at this meeting; and

**WHEREAS**, the Members have reviewed and wish to accept the Policy.

**TOWN OF NORTH HEMPSTEAD COMMUNITY DEVELOPMENT AGENCY**

**Minutes of  
ANNUAL MEETING  
March 12, 2014  
7:30 PM**

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Members hereby accept the Policy; and be it further

**RESOLVED**, that the Members hereby authorize the Executive Director to post the Policy on the Agency’s webpage, and to take such other action as may be necessary to effectuate the foregoing.

Upon the motion of Mr. Greilsheimer and seconded by Mr. Bailey, the resolution was unanimously adopted.

\*\*\*\*\*

**RESOLUTION NO. 6 (2014)**

**A RESOLUTION REVIEWING AND ACCEPTING THE  
INVESTMENT POLICY OF THE AGENCY.**

**WHEREAS**, the Public Authorities Accountability Act of 2005, as amended by the Public Authorities Reform Act of 2009, requires the members (the “Members”) of the Town of North Hempstead Community Development Agency (the “Agency”) to annually review and accept an Investment Policy (the “Policy”); and

**WHEREAS**, staff of the Agency have composed the Policy included with the materials presented at this meeting; and

**WHEREAS**, the Members have reviewed and wish to accept the Policy.

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Members hereby accept the Policy; and be it further

**RESOLVED**, that the Members hereby authorize the Executive Director to post the Policy on the Agency’s webpage, and to take such other action as may be necessary to effectuate the foregoing.

Upon the motion of Mr. Weitzman and seconded by Greilsheimer, the resolution was unanimously adopted.

\*\*\*\*\*

**TOWN OF NORTH HEMPSTEAD COMMUNITY DEVELOPMENT AGENCY**

**Minutes of  
ANNUAL MEETING  
March 12, 2014  
7:30 PM**

**RESOLUTION NO. 7 (2014)**

**A RESOLUTION REVIEWING AND ACCEPTING THE  
GUIDELINES FOR THE DISPOSAL OF PROPERTY OF THE  
AGENCY.**

**WHEREAS**, the Public Authorities Accountability Act of 2005, as amended by the Public Authorities Reform Act of 2009, requires the members (the “Members”) of the Town of North Hempstead Community Development Agency (the “Agency”) to annually review and accept the Guidelines for the Disposal of Property (the “Guidelines”); and

**WHEREAS**, staff of the Agency have composed the Guidelines included with the materials presented at this meeting; and

**WHEREAS**, the Members have reviewed and wish to accept the Guidelines.

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Members hereby accept the Guidelines; and be it further

**RESOLVED**, that the Members hereby authorize the Executive Director to post the Guidelines on the Agency’s webpage, and to take such other action as may be necessary to effectuate the foregoing.

Upon the motion of Mr. Greilsheimer and seconded by Mr. Weitzman, the resolution was unanimously adopted.

\*\*\*\*\*

**RESOLUTION NO. 8 (2014)**

**A RESOLUTION REVIEWING AND ACCEPTING A MISSION  
STATEMENT AND PERFORMANCE MEASUREMENT REPORT  
FOR THE AGENCY.**

**WHEREAS**, the Public Authorities Accountability Act of 2005, as amended by the Public Authorities Reform Act of 2009, and Section 2 (3) of Article V of the By-laws of the Town of North Hempstead Community Development Agency (the “Agency”) requires the

**TOWN OF NORTH HEMPSTEAD COMMUNITY DEVELOPMENT AGENCY**

**Minutes of  
ANNUAL MEETING  
March 12, 2014  
7:30 PM**

members (the “Members”) of the Agency to annually review and accept a Mission Statement and Performance Measurement Report (the “Mission Statement”); and

**WHEREAS**, staff of the Agency have composed the Mission Statement included with the materials presented at this meeting; and

**WHEREAS**, the Members have reviewed and wish to accept the Mission Statement.

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Members hereby accept the Mission Statement; and be it further

**RESOLVED**, that the Members hereby authorize the Executive Director to file the Mission Statement with the Chief Executive Officer of the Agency, the Chief Financial Officer of the Agency, the New York State Authorities Budget Office, and the Supervisor of the Town of North Hempstead, and to take such other action as may be necessary to effectuate the foregoing.

Upon the motion of Mr. Bailey and seconded by, Mr. Greilsheimer, the resolution was unanimously adopted.

\*\*\*\*\*

**RESOLUTION NO. 9 (2014) (Amended)**

**A RESOLUTION AUTHORIZING THE FILING OF THE 2013 AUDITED FINANCIAL STATEMENTS AND RELATED DOCUMENTS AS RECOMMENDED BY THE AUDIT COMMITTEE OF THE AGENCY.**

**WHEREAS**, the independent certified public accounting firm of SaxBST Co. LLP (the “Auditors”) has completed and submitted (i) its report related to its audit (the “Audit”) on the financial statements of Town of North Hempstead Community Development Agency (the “Agency”) for the fiscal year ended December 31, 2013 (the “Financial Statements”), (ii) Statement on Auditing Standards No. 114, titled *The Auditor’s Communication to Those Charged With Governance*, with respect to the audit of the Financial Statements (the “SAS No. 114”), and (iii) the Single Audit Reports of the Agency for the year ended December 31, 2013 (the “Single Audit”; the Audit, the SAS No. 114, and the Single Audit are hereinafter referred to as the “Audit Documents”); and

**WHEREAS**, the Audit Committee of the Agency has reviewed drafts of the Audit Documents and has met with the Auditors, and has recommended that the final Audit

**TOWN OF NORTH HEMPSTEAD COMMUNITY DEVELOPMENT AGENCY**

**Minutes of  
ANNUAL MEETING  
March 12, 2014  
7:30 PM**

Documents be filed, provided they agree with the reviewed drafts as modified by the Audit Committee, if any (the “Audit Committee Recommendation”); and

**WHEREAS**, the Members wish to adopt the Audit Committee Recommendation.

**NOW THEREFORE, BE IT**

**RESOLVED**, that the Members hereby adopt the Audit Committee Recommendation; and be it further

**RESOLVED**, that the Executive Director of the Agency or any officer thereof is hereby directed to post the Financial Statements where legally required and to take any action as may be reasonably necessary to effectuate the foregoing.

Upon the motion of Mr. Weitzman and seconded by Mr. Greilsheimer, the resolution was unanimously adopted.

\*\*\*\*\*

**RESOLUTION NO. 10 (2014) (Amended)**

**A RESOLUTION AMENDING THE BY-LAWS OF THE AGENCY.**

**WHEREAS**, the staff of the Town of North Hempstead Community Development Agency (the “Agency”) have recommended that Agency’s by-laws be amended to (i) reduce the total number of regular meetings required to be held in a year from seven to six, (ii) move the annual meeting from April to March in order to comply with the reporting requirements to the New York State Authorities Budget Office pursuant to the Public Authorities Accountability Act of 2005, as amended by the Public Authorities Reform Act of 2009 and (iii) make formatting changes to create uniformity in the by-laws, as set forth in certain materials presented at this meeting (the “Amendments”); and

**WHEREAS**, the members of the Agency (the “Members”) wish to adopt the Amendments.

**NOW, THEREFORE, BE IT**

**RESOLVED**, the Members hereby adopt the Amendments; and be it further

**RESOLVED**, that the Executive Director of the Agency and any other officer thereof is hereby authorized to execute such instruments and documents and to take such other action as may be necessary to carry out the foregoing.

**TOWN OF NORTH HEMPSTEAD COMMUNITY DEVELOPMENT AGENCY**

**Minutes of  
ANNUAL MEETING  
March 12, 2014  
7:30 PM**

Upon the motion of Mr. Caines and seconded by Mr. Greilsheimer, the resolution was unanimously adopted.

\*\*\*\*\*

**RESOLUTION NO. 11 (2014)**

**A RESOLUTION AUTHORIZING SUBMISSION OF THE  
AGENCY'S 40<sup>TH</sup> PROGRAM YEAR COMMUNITY  
DEVELOPMENT BLOCK GRANT APPLICATION.**

**WHEREAS**, the Town of North Hempstead Community Development Agency (the "Agency") is a member of the Nassau County Community Development Block Grant ("CDBG") Consortium, and wishes to apply for an allocation of 40<sup>th</sup> Program Year CDBG Funds (the "Allocation"); and

**WHEREAS**, to apply for and receive the Allocation (the "Application"), it is required that the Agency seek public comment at a public hearing on its Application (the "Public Hearing"); and

**WHEREAS**, on March 5, 2014, the Agency held the Public Hearing.

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Members hereby authorize the Agency to submit the Application; and be it further

**RESOLVED**, that the Executive Director of the Agency and any other officer thereof is hereby authorized to execute such instruments and documents and to take such other action as may be necessary to carry out the foregoing.

Upon the motion of Mr. Greilsheimer and seconded by Mr. Caines, the resolution was unanimously adopted.

\*\*\*\*\*

**RESOLUTION NO. 12 (2014)**

**A RESOLUTION AUTHORIZING THE MAKING OF A HOME  
REHABILITATION DEFERRED PAYMENT EQUITY LOAN TO**

**TOWN OF NORTH HEMPSTEAD COMMUNITY DEVELOPMENT AGENCY**

**Minutes of  
ANNUAL MEETING  
March 12, 2014  
7:30 PM**

**FOREST L. AND WILLIE M. ROOKS OF 270 SOHMER PLACE,  
WESTBURY, NEW YORK 11590.**

**WHEREAS**, the Town of North Hempstead Community Development Agency (the “Agency”) has received an application from Forest L. and Willie M. Rooks (the “Owner”) of 270 Sohmer Place, Westbury New York 11590, identified on the Nassau County Land and Tax Map as Section 11, Block 91, Lots 118 and 117 (the “Premises”), for the Residential Rehabilitation Program (the “Program”), which provides financial assistance for the correction of existing conditions (the “Project”), as more particularly stated in the summary attached hereto (the “Case Summary”); and

**WHEREAS**, Agency staff has determined that the Owner and the Project meet eligibility criteria for Program assistance, and qualify for a \$25,000 deferred payment equity loan at the rate of one (1) per centum per annum computed from the date of loan disbursement(s), and of which, accrued loan disbursements and interest become due and payable upon the sale of the property, change in borrower’s occupancy, rental of the property, death of the borrower or in the case where the deceased borrower is married and leaves a surviving spouse, then upon the death of the surviving spouse with no application fee or closing fee and which loan is secured by an Agency note and mortgage (the “Funding Assistance”); and

**WHEREAS**, Agency staff has recommended to the members of the Agency (the “Members”) that, based upon the Case Summary, they authorize the making of the Funding Assistance for procurement of professional services, if required, and for contracting services for the undertaking and completion of the Project (the “Staff Recommendation”); and

**WHEREAS**, the Members wish to authorize and adopt the Staff Recommendation.

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Members wish to authorize and adopt the Staff Recommendation; and it is further

**RESOLVED**, that the Executive Director of the Agency and any officer thereof are hereby authorized to execute such instruments and documents and to take such other action as may be necessary to carry out the foregoing.

Upon the motion of Mr. Greilsheimer and seconded by Mr. Weitzman, the resolution was adopted by affirmative vote of Mr. Bailey, Mr. Greilsheimer and Mr. Weitzman with Mr. Caines abstaining.

**TOWN OF NORTH HEMPSTEAD COMMUNITY DEVELOPMENT AGENCY**

**Minutes of  
ANNUAL MEETING  
March 12, 2014  
7:30 PM**

\*\*\*\*\*

**RESOLUTION NO. 13 (2014) (Amended)**

**A RESOLUTION APPOINTING MEMBERS TO SERVE ON THE  
GOVERNANCE AND AUDIT COMMITTEES OF THE AGENCY.**

**WHEREAS**, pursuant to Article VI of the By-laws of the Town of North Hempstead Community Development Agency (the “Agency”), the members of the Agency (the “Members”) appoint members to standing committees and select its Chair at the Agency’s annual meeting; and

**WHEREAS**, the Members of the Agency wishes to make appointments to the Governance and Audit Committees.

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Members hereby appoint Rodney A. Caines to serve as Chair of the Governance Committee and for Lamont R. Bailey and Sidhartha Nathan to serve as members of the Governance Committee; and be it further

**RESOLVED**, that the Members hereby appoint Howard S. Weitzman to serve as Chair of the Audit Committee and for Lamont R. Bailey and Jeffrey M. Greilsheimer to serve as members of the Audit Committee.

Upon the motion of Mr. Bailey and seconded by Mr. Greilsheimer, the resolution was unanimously adopted.

\*\*\*\*\*

**RESOLUTION NO. 14 (2014)**

**A RESOLUTION ELECTING AND APPOINTING OFFICERS OF THE  
AGENCY.**

**WHEREAS**, pursuant to Article II of the By-laws of the Town of North Hempstead Community Development Agency (the “Agency”), the members of the Agency (the



**TOWN OF NORTH HEMPSTEAD COMMUNITY DEVELOPMENT AGENCY**

**Minutes of  
ANNUAL MEETING  
March 12, 2014  
7:30 PM**

“Members”) must elect at its annual meeting a Chairperson, Vice-Chairperson, Treasurer and Secretary; and

**WHEREAS**, the Members may appoint someone to the position of Assistant Secretary of the Agency.

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Members hereby elect the following members to serve as officers of the Agency:

Lamont R. Bailey, Chairperson  
Jeffrey M. Greilsheimer, Vice-Chairperson  
Howard S. Weitzman, Treasurer  
Rodney A. Caines, Secretary

; and be it further

**RESOLVED**, that Patricia P. Allen is hereby appointed to the position of Assistant Secretary of the Agency and authorized to perform the duties of the Secretary, when the Secretary is either absent or unable to perform the duties set forth in the By-laws.

Upon the motion of Mr. Weitzman and seconded by Mr. Greilsheimer, the resolution was unanimously adopted.

**Chairman’s Annual Report**

Upon the motion of Mr. Weitzman, seconded by Mr. Greilsheimer, the Chairman’s Annual Report as presented on March 12, 2014 was unanimously accepted.

**Adjournment**

Upon a motion by Mr. Greilsheimer and seconded by Mr. Caines, the members of the Agency, by unanimous vote, adjourned the meeting at 8:38 p.m.