

## **MINUTES OF MEETING OF MONDAY, FEBRUARY 5, 2007**

Meeting was called to order by Chairman McCabe at 5:00 p.m.

Present: Sean McCabe  
William Belmonte  
James Csorny  
Angela DeVito  
Kathleen Wojciechowski  
Monique J. Gablenz, Acting Executive Director  
Richard Ehlers, Counsel

Absent: Jack Orben  
Robert J. Gaffney

Ms. Gablenz reviewed with the Board the officer positions to be filled. After discussion, the Board took the following action.

### **#10-07 - DESIGNATES CHAIRMAN OF RIVERHEAD INDUSTRIAL DEVELOPMENT AGENCY**

Angela DeVito offered the following resolution, which was seconded by James Csorny.

WHEREAS, in accordance with Section 9 of the By-Laws of the Riverhead Industrial Development Agency, it is necessary to make appointment of the officers of the Agency.

NOW, THEREFORE, BE IT RESOLVED, that Sean McCabe be and is hereby appointed as Chairman of the Riverhead Industrial Development Agency.

**Vote: 5 yes**  
**2 absent**

### **#11-07 - DESIGNATES VICE CHAIRMAN OF RIVERHEAD INDUSTRIAL DEVELOPMENT AGENCY**

Angela DeVito offered the following resolution, which was seconded by Kathleen Wojciechowski.

WHEREAS, in accordance with Section 9 of the By-Laws of the Riverhead Industrial Development Agency, it is necessary to make appointment of the officers of the Agency.

NOW, THEREFORE, BE IT RESOLVED, that James Csorny be and is hereby appointed as Vice Chairman of the Riverhead Industrial Development Agency.

**Vote: 5 yes**  
**2 absent**

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**#12-07 - DESIGNATES SECRETARY/TREASURER OF RIVERHEAD INDUSTRIAL DEVELOPMENT AGENCY**

William Belmonte offered the following resolution, which was seconded by Kathleen Wojciechowski.

WHEREAS, in accordance with Section 9 of the By-Laws of the Riverhead Industrial Development Agency, it is necessary to make appointment of the officers of the Agency.

NOW, THEREFORE, BE IT RESOLVED, that Jack Orben be and is hereby appointed as Secretary/Treasurer of the Riverhead Industrial Development Agency.

**Vote: 5 yes  
2 absent**

**#13-07 - DESIGNATES ASSISTANT SECRETARY/TREASURER OF RIVERHEAD INDUSTRIAL DEVELOPMENT AGENCY**

Kathleen Wojciechowski offered the following resolution, which was seconded by Angela DeVito.

WHEREAS, in accordance with Section 9 of the By-Laws of the Riverhead Industrial Development Agency, it is necessary to make appointment of the officers of the Agency.

NOW, THEREFORE, BE IT RESOLVED, that Robert J. Gaffney be and is hereby appointed as Assistant Secretary/Treasurer of the Riverhead Industrial Development Agency.

**Vote: 5 yes  
2 absent**

**#14-07 – AMENDS BY-LAWS OF RIVERHEAD IDA TO INCLUDE CHARTER FOR GOVERNANCE COMMITTEE**

Angela DeVito offered the following resolution, which was seconded by William Belmonte.

WHEREAS, the Public Authority Accountability Act of 2005 requires the establishment of a Governance Committee of the Riverhead IDA; and

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WHEREAS, the Board of Directors has developed a charter for the establishment of said Governance Committee.

NOW, THEREFORE, BE IT RESOLVED, that Section 10.1 of the By-Laws of the Riverhead IDA be amended to include the charter of the Governance Committee of the agency as so attached.

**(Charter is provided on following pages.)**

**Vote: 5 yes  
2 absent**

**#15-07 – AMENDS BY-LAWS OF RIVERHEAD IDA TO INCLUDE CHARTER FOR AUDIT COMMITTEE**

Kathleen Wojciechowski offered the following resolution, which was seconded by James Csorny.

WHEREAS, the Public Authority Accountability Act of 2005 requires the establishment of an Audit Committee of the Riverhead IDA; and

WHEREAS, the Board of Directors has developed a charter for the establishment of said Audit Committee.

NOW, THEREFORE, BE IT RESOLVED, that Section 10.2 of the By-Laws of the Riverhead IDA be amended to include the charter of the Audit Committee of the agency as so attached.

**(Charter is provided on following pages.)**

**Vote: 5 yes  
2 absent**

**#16-07 - APPROVES MINUTES OF MEETING OF 12/4/06**

James Csorny offered the following resolution, which was seconded by William Belmonte.

RESOLVED, the minutes of the meeting of December 4, 2006 as prepared and submitted be and are hereby approved; and

BE IT FURTHER RESOLVED, that a copy of said minutes be maintained in the files of the Agency and become a part of the record of the Agency.

**Vote: 3 yes  
2 absent  
2 abstain (DeVito & Wojciechowski only appointed board members by resolution of Riverhead Town Board adopted 12/8/06.)**

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**#17-07 - APPROVES MINUTES OF MEETING OF 1/22/07**

Kathleen Wojciechowski offered the following resolution, which was seconded by James Csorny.

RESOLVED, the minutes of the meeting of January 22, 2007 as prepared and submitted be and are hereby approved; and

BE IT FURTHER RESOLVED, that a copy of said minutes be maintained in the files of the Agency and become a part of the record of the Agency.

**Vote: 5 yes  
2 absent**

**#18-07 - ACCEPTS REPORT OF EXPENSES AND AUTHORIZES PAYMENT OF BILLS**

Kathleen Wojciechowski offered the following resolution, which was seconded by James Csorny.

WHEREAS, the Executive Director has prepared and submitted a report of expenses of the RIDA for the period 1/1/07 to 1/31/07 as attached.

**NOW, THEREFORE, BE IT RESOLVED**, that said report of expenses dated 2/1/07 be and is hereby accepted and expenses as listed are authorized for payment.

**Vote: 5 yes  
2 absent**

The Board considered draft of a resolution regarding the application for financial assistance of Browning Hotel Properties, LLC. After discussion, the Board took the following action.

**#19-07 – A RESOLUTION DETERMINING THE PROPOSED BROWNING HOTEL PROPERTIES, LLC PROJECT A “PROJECT,” APPROVING THE PROVIDING OF FINANCIAL ASSISTANCE BY THE TOWN OF RIVERHEAD INDUSTRIAL DEVELOPMENT AGENCY TO BROWNING HOTEL PROPERTIES, LLC WITH RESPECT THERETO, APPOINTING BROWNING HOTEL PROPERTIES, LLC AGENT OF THE TOWN OF RIVERHEAD INDUSTRIAL DEVELOPMENT AGENCY AND APPROVING DOCUMENTS IN CONNECTION THEREWITH**

James Csorny offered the following resolution, which was seconded by Kathleen Wojciechowski.

**(Transcript of resolution is provided on the following pages.)**

**Vote: 5 yes  
2 absent**

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Member Belmonte recused himself from the discussion regarding review of applicants for position of Executive Director and left the meeting. It was the consensus of the members present to discuss the applicants at the next meeting when all members may be present.

Ms. Gablenz distributed to and reviewed with all Board members present a copy of the schedule of the distribution of PILOT payments for 2007 and copies of all the worksheets providing the calculations for all PILOT payments.

There being no further business the meeting was adjourned at approximately 6:25 p.m.