

MINUTES OF MEETING OF MONDAY, JANUARY 12, 2009

Meeting was called to order by Chairman McCabe at 5:03 p.m.
(Meeting scheduled for January 5, 2009 was adjourned without quorum to January 12, 2009)

Present: Sean McCabe
James Csorny
Jack Orben
Hank Boerner
Angela Devito
Lori Taggart
Kathleen Wojciechowski
Lucille Sullivan
Richard Ehlers, Counsel

#1-09 - APPROVES MINUTES OF MEETING OF 12/1/08

Jack Orben offered the following resolution, which was seconded by Kathleen Wojciechowski.

RESOLVED, the minutes of the meeting of December 1, 2008 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: 7 yes
0 absent

#2-09 - ACCEPTS REPORT OF EXPENSES AND AUTHORIZES PAYMENT OF BILLS

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

WHEREAS, the CFO has prepared and submitted a report of expenses of the RIDA for the period 12/1/08 to 12/31/08 as attached.

NOW, THEREFORE, BE IT RESOLVED, that said report of expenses dated 1/1/2009 be and is hereby accepted and expenses as listed are authorized for payment.

Vote: 7 yes
0 absent

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#3-09 - APPOINTS RICHARD A. EHLERS AS LEGAL COUNSEL TO AGENCY

Lori Taggart offered the following resolution, which was seconded by Hank Boerner.

RESOLVED, that Richard A. Ehlers, be and is hereby appointed as general legal counsel to the Agency at an hourly rate of \$150 per hour, to be paid upon presentation of an itemized statement.

Vote: 7 yes
0 absent

#4-09 - DESIGNATES JP MORGAN CHASE BANK AS OFFICIAL DEPOSITORY

Lori Taggart offered the following resolution, which was seconded by Jack Orben.

RESOLVED, that J P Morgan Chase Bank be and is hereby designated as the official depository of this Agency for the year 2009.

Vote: 7 yes
0 absent

#5-09 - DESIGNATES MARKOWITZ, FENELON & BANK, LLP AS OFFICIAL AUDITING FIRM

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

RESOLVED, that Markowitz, Fenelon & Bank, LLP be and is hereby designated as the official auditing firm of this Agency and that said books are to be audited annually with a copy of said audit to be provided to the Agency and become part of the record of such Agency.

Vote: 7 yes
0 absent

#6-09 - DESIGNATES OFFICERS OF THE RIVERHEAD INDUSTRIAL DEVELOPMENT AGENCY

Lori Taggart offered the following resolution, which was seconded by Jack Orben.

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 at the annual meeting of the Agency.

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NOW, THEREFORE, BE IT RESOLVED, that the officers of the Riverhead Industrial Development Agency be and are hereby appointed as follows:

SEAN McCABE	Chairman
JAMES CSORNY	Vice Chairman
ANGELA DeVITO	Secretary/Treasurer
JACK ORBEN	Asst. Secretary

Vote: 7 yes
0 absent

#7-09 - DESIGNATES THE NEWS REVIEW AS OFFICIAL NEWSPAPER

Lori Taggart offered the following resolution, which was seconded by Angela DeVito.

RESOLVED, that The News Review be and is hereby designated as the official newspaper of the Riverhead Industrial Development Agency, and be it further

RESOLVED, that a certified copy of this resolution shall be forwarded to The News Review.

Vote: 7 yes
0 absent

#8-09 - AUTHORIZES PUBLICATION OF NOTICE OF MEETING

Angela DeVito offered the following resolution, which was seconded by Hank Boerner.

RESOLVED, that the following Notice of Meeting shall be published once in The News Review:

PUBLIC NOTICE

PLEASE TAKE NOTICE, that the meetings of the Riverhead Industrial Development Agency shall take place on the first Monday of each and every month at 5:00 p.m. at the Riverhead Town Hall, 200 Howell Avenue, Riverhead, New York. If a legal holiday should occur on the first Monday of a month then the meeting will be held on the second Monday of that month, unless otherwise amended by resolution of this Board.

BY ORDER OF THE BOARD OF DIRECTORS
RIVERHEAD INDUSTRIAL DEVELOPMENT
AGENCY

Angela DeVito, Secretary

Vote: 7 yes
0 absent

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#9-09 – APPOINTS FULBRIGHT & JAWORSKI AS BOND COUNSEL TO AGENCY

Jack Orben offered the following resolution, which was seconded by Kathleen Wojciechowski.

RESOLVED, that Fulbright & Jaworski LLP be and is hereby appointed as Bond Counsel to the Agency to be paid upon the presentation of an itemized statement.

Vote: 7 yes
0 absent

Discussion was held regarding the Executive Director position. A unanimous consensus was reached that this was not the time to search for a full-time Executive Director based on the current economic climate and expense. The personnel committee was charged with the task to develop a part-time Executive Director job description for an independent contractor and begin a search. After this discussion, the Board took the following action.

#10-09 – AUTHORIZES PERSONNEL COMMITTEE TO DEVELOP JOB DESCRIPTION FOR PART-TIME EXECUTIVE DIRECTOR

Jack Orben offered the following resolution, which was seconded by Hank Boerner.

RESOLVED, that the Personnel Committee be and is hereby authorized to develop a job description for a part-time Executive Director who would not be an employee of the Agency, and

BE IT FURTHER RESOLVED, that the Personnel Committee is hereby authorized to commence a search to fill said position.

Vote: 7 yes
0 absent

Personnel Committee will report its progress at the February meeting.

The need for a cohesive plan for the orderly economic development of Riverhead was presented. The Board agreed that a meeting should be planned with the EDZ, CDA and IDA boards to coordinate this approach.

Discussion was held regarding the need for more detailed minutes. This could be accomplished by using the Town Board recorder and employing a typist to produce a verbatim transcript or more detailed minutes could be taken by the Secretary. The matter will be further discussed at the next meeting.

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The meeting concluded with a report by Ms. Sullivan that all payment in lieu of tax bills had been sent and all paid except four. Mr. Ehlers and Ms. Sullivan would meet at the office to contact the delinquent companies and report at the next meeting.

There being no further business the meeting was adjourned at approximately 6:15 p.m.