

IDA GOVERNANCE COMMITTEE 2019

Meeting Minutes 9-23-19

The committee meeting was called to order at 5:45pm.

In attendance: Committee Chair Lori Pipczynski

Tom Cruso

Tony Barresi

Tracy Stark-James

Dick Ehlers

- I. Annual Project Review – The Agency followed up on 9 companies and requested an explanation as why their job goals for calendar year 2018 had either dipped below their projection or had not met their projection. All companies responded. Responses were reviewed by the committee. Some discussion was had regarding the various explanations. Reasons included cost of minimum wage increase, fluctuations in seasonality, changes in commercial tenancy, delays in necessary infrastructure approvals, challenges to parking and customer base, over estimations and lack of anticipated revenue growth and the use of third party services versus employees. After discussion, the committee concurred that the businesses had met their overall capital investment goals, that the explanations provided for lower job levels had merit, and no additional action except continued monitoring is warranted at this time

- II. Town Board Work Session Recap – The committee reviewed the topics that were discussed during the meeting with the Town Board. It was decided that resources should be used to maintain the current website and to ensure the new website meets the level of reporting requested by the board upon its new construction. The ED provided a copy of the annual compliance report and the committee decided that collection of the zip codes, the number of employees that reside in Riverhead and the construction completion report were sufficient to meet the needs of collecting local data. Increasing the clawback provision was also briefly discussed Counsel reminded the board that the clawbacks are percentages based on meeting goals, certain timelines and review. It is not a single, easy calculation. No further discussion was necessary.

Additionally, the suggestion to increase annual compliance fees (such as to cover costs for video streaming) was deliberated. Given the diverse size of the companies, it was decided to continue the fees as currently set since they were recently increased anyway.

The committee also discussed the request of Councilwoman Giglio for a letter of support for legislation which would be intended to prevent Suffolk County IDA from doing projects within the boundaries of the Town of Riverhead. The ED informed the board that although the request was relayed to the Chairman, she had requested that a draft or detail of the request be in writing from the Councilwoman so it could be brought to the board. The information was never received. Chairman Cruso, ED and counsel will follow up with Councilwoman Giglio.

The committee also discussed the Town Supervisor's inquiry as to planning for the future on Route 58. Discussion was reserved for a later meeting.

III. Board of Assessors – Counsel informed the committee of ongoing discrepancies with the Assessor's office. The ED reminded the committee that the Agency attempted for almost an entire year to coordinate a meeting with the Board of Assessors to see how the Agency and Assessor's office could better integrate. Counsel shared correspondence from Scott DeSimone on behalf of Board of Assessors regarding the fire district exemption. Further updates will be provided as they become available.

V. Policy Review– The committee reviewed the Statement of Board Duties and Responsibilities and moved to recommend its adoption to the board. Tom Cruso motioned to recommend the amendment to the Statement of Board Duties and Responsibilities to the board for approval. Anthony Barresi seconded. Motion approved.

The committee reviewed the proposed Sexual Harassment Policy which mimics the Towns. Tom Cruso motioned to recommend the policy's approval to the board pending approval by the Town of Riverhead to the use of their designated Compliance Officers. Anthony Barresi seconded. Motion approved.

Tom Cruso motioned to adjourn the meeting. Anthony Barresi seconded.
The meeting was adjourned at 7:13pm.