

**MINUTES OF THE ANNUAL MEETING
RIVERHEAD INDUSTRIAL DEVELOPMENT AGENCY**

January 4, 2021

Meeting was called to order at 5:09PM by Chairman Thomas Cruso.

Present: Thomas (Tom) Cruso, Chairman
Lori Ann Pipczynski, Vice Chairwoman
Bob Kern, Treasurer (Virtual)
Anthony (Tony) Barresi, Secretary
James Farley, Asst. Treasurer

Absent:
Signifying a quorum.

Others in Attendance: Tracy Stark-James, Executive Director (Virtual)
Richard Ehlers, Counsel (Virtual)
Tim Hubbard, TOR Liaison (Virtual)

James Farley moved to adopt the proposed agenda. Anthony Barresi seconded. The agenda was adopted.

ORGANIZATIONAL RESOLUTIONS:

#01-21 RESOLUTION DESIGNATES OFFICERS OF THE RIVERHEAD INDUSTRIAL DEVELOPMENT AGENCY FOR THE ORGANIZATIONAL YEAR 2021

Lori Ann Pipczynski offered the following resolution as amended, which was seconded by Tony Barresi.

WHEREAS, in accordance with Article II 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.

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

Thomas Cruso	Chairman
Lori Ann Pipczynski	Vice Chairperson
Anthony Barresi	Secretary
Bob Kern	Asst. Secretary
Bob Kern	Treasurer
James Farley	Asst. Treasurer

Vote: 5 Yes

RESOLUTION #01-21B ESTABLISHES MEMBERSHIP OF COMMITTEES FOR THE RIVERHEAD IDA 2020

Lori Ann Pipczynski offered the following resolution, which was seconded by Anthony Barresi.

RESOLVED, that the following is the membership of the Board committees:

Audit Committee – **Chair Thomas Cruso**, Bob Kern, Anthony Barresi
Governance Committee – **Chair Lori Pipczynski**, Thomas Cruso, Anthony Barresi
Finance Committee – **Chair Bob Kern**, James Farley, Thomas Cruso

Vote: 5 Yes

#02-21 RESOLUTION AUTHORIZING ENDORSMENT FOR DEPOSITORY ACCOUNTS FOR 2021

Lori Ann Pipczynski offered the following resolution, which was seconded by Tony Barresi.

WHEREAS, Peoples United Bank have been designated official depository for the Agency, and

WHEREAS it is necessary to reauthorize the current endorsements and authorize representatives to sign and otherwise act on behalf of the Agency, and

NOW THEREFORE BE IT RESOLVED, that Lori Ann Pipczynski as Vice Chairwoman, Robert Kern as Treasurer, James Farley as Asst. Treasurer and Tracy Stark-James as Executive Director/CEO be and are hereby designated as the official authorized representatives to sign and otherwise act on behalf of the Riverhead Industrial Development Agency with respect to accounts, banking transactions or services for the Riverhead Industrial Development Agency as assigned to Peoples United Bank Operating and PILOT accounts.

BE IT FURTHER RESOLVED, that the Agency authorizes each of these designees to countersign checks in the amount of \$3,000 or more that require dual signatures consistent with the policies and procedures of the Agency.

Vote: 5 Yes

#03-21 RESOLUTION APPOINTS RICHARD A. EHLERS AS LEGAL COUNSEL TO AGENCY

Lori Ann Pipczynski offered the following resolution, which was seconded by Tony Barresi.

RESOLVED, that Richard A. Ehlers, be and is hereby appointed as general legal counsel to the Agency for 2021, to be paid upon presentation of an itemized statement.

#03-21B RESOLUTION APPOINTS DENISE M. COOPER AS CHIEF FINANCIAL OFFICER TO THE RIVERHEAD IDA

Lori Ann Pipczynski offered the following resolution, which was seconded by Tony Barresi

RESOLVED, that Denise M. Cooper, be and is hereby appointed as Chief Financial Officer for 2021 to the Riverhead IDA, to be paid upon presentation of an itemized statement.

VOTE: 5 Yes

#04-21 RESOLUTION DESIGNATES THE NEWS REVIEW AS OFFICIAL NEWSPAPER

Lori Ann Pipczynski offered the following resolution, which was seconded by Tony Barresi.

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: 5 Yes

#05-21 RESOLUTIONS AUTHORIZES ENGAGEMENT AND APPOINTS BOND COUNSEL TO THE AGENCY

Lori Ann Pipczynski offered the following resolution, which was seconded by Tony Barresi

RESOLVED, that Norton Rose Fulbright US LLP be and is hereby appointed as Bond Counsel to the Agency for 2021 to be paid upon the presentation of an itemized statement.

VOTE: 5 Yes

MINUTES:

The Board moved to dispense with the reading of and voted on the December 7, 2020 meeting minutes.

#06-21 RESOLUTION APPROVES MINUTES OF REGULAR MEETING OF December 7, 2020. Member Lori Ann Pipczynski offered the following resolution, which was seconded by Member Bob Kern.

RESOLVED, the minutes of the meeting of December 7, 2020 as prepared and e-mailed be and are hereby approved, and

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

VOTE: 5 Yes

CORRESPONDENCE: To be discussed under New Business

TREASURER'S REPORT:

Cash Balance in as of December 31	\$ 33,450.59
Money Market	\$ 45,535.12
Revenue for October	\$ 7,250
Profit and Loss	\$ -6,287.58
Total Expenses Paid	\$ 38,587.70

#07-21 RESOLUTION ACCEPTS REPORT OF EXPENSES AND AUTHORIZES PAYMENT OF BILLS AS OF December 31, 2020

WHEREAS, Denise Cooper, CPA and Tracy Stark-James, Executive Director, submitted monthly financial reports, including a report of expenses, to the Riverhead Industrial Development Agency for the period of December 1 to December 31, 2020 **as attached,**

NOW, THEREFORE, BE IT RESOLVED, said monthly financial report dated December 31, 2020 covering the month of December be and are hereby accepted and expenses as listed are authorized for payment.

Member Lori Ann Pipczynski made a motion to accept Treasurer's Report, which was seconded by Member Bob Kern. **Motion approved.**

VOTE: 5 Yes

COMMITTEE REPORTS:

Audit: None

Governance Committee: None

Finance Committee: None

Bob Kern motioned to accept that there were no committee reports. Anthony Barresi seconded. Motion approved.

OLD BUSINESS: None

NEW BUSINESS:

The ED explained that correspondence was received today from Calverton Addiction Treatment, LLC that requires timely review and consideration. It is a request to split the PILOT payment. Lori Ann Pipczynski asked how this might affect the school districts anticipated funds and if they had been notified. The ED explained that there was insufficient time prior to the meeting to notify the jurisdictions but they will be. Additionally, the split PILOT payment timeline is consistent with

the tax payments due to the town which is all within the first half of the year and after consulting with counsel, is not anticipated that it should be a grave difference in the cash flow of the districts given the proximity of payments.

**RESOLUTION #08-21 AUTHORIZES AMENDMENT TO PILOT AGREEMENT
WITH CALVERTON ADDICTION and TREATMENT, LLC**

Lori Ann Pipczynski offered the following resolution, which was seconded by Bob Kern

Whereas, through proceedings held, the Agency approved the application for financial assistance by Calverton Addition and Treatment, LLC for the Project located at Jan Way, Calverton, NY 11901 known as SCTM #0600-135.00-01.00-007.56 which approval authorized the Agency to enter into a certain Payment In Lieu of Tax Agreement dated as of August 1, 2018 ("PILOT") which was duly executed by the Agency and Calverton Addiction and Treatment, LLC and filed with the Riverhead Board of Assessors on October 29, 2018 along with Real Property Tax Law form 412-a, and

Now, Therefore, Be It Resolved, that Payment In Lieu of Tax Agreement dated as of August 1, 2018 by and between the Riverhead Industrial Development Agency and Calverton Addiction and Treatment, LLC be and hereby is amended as follows: the annual PILOT payment shall be payable in two equal installments at the option of Calverton Addiction and Treatment, LLC upon the payment of an annual fee currently set at \$250 by separate check with the first installment to be paid no later than January 10th and the second installment to be paid no later than June 1st. Delinquent PILOT payments must be paid in full with all applicable penalty and fees, and

Be It Further Resolved that this resolution shall take effect immediately upon amendment to the written agreement as accepted and agreed. Thereafter a copy of this resolution shall be provided to the Riverhead Board of Assessors and the affected taxing jurisdictions.

VOTE: 5 Yes

Seeing no further business, Lori Ann Pipczynski motioned to adjourn the meeting. Anthony Baressi seconded. The meeting adjourned at 5:27pm

Dated: 3/01/21


Secretary/Asst.