

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

December 5, 2022

Meeting was called to order at 5:13 PM by Chairman James Farley.

Present: James Farley, Chairman  
Lori Ann Pipczynski, Vice Chair  
Lee Mendelson, Treasurer  
Doug Williams

Absent: Anthony (Tony) Barresi, Secretary

Signifying a quorum.

Others in Attendance: Tracy Stark-James, Executive Director  
William Weir, Counsel (virtual attendance)

Lee Mendelson moved to adopt the proposed agenda. Lori Ann Pipczynski seconded. The agenda was adopted.

**MINUTES:**

The Board moved to dispense with the reading of and voted on the November 7, 2022 meeting minutes.

**#51-22 RESOLUTION APPROVES MINUTES OF REGULAR MEETINGS OF November 7, 2022.**

Member Doug Williams offered the following resolution, which was seconded by Member Lee Mendelson.

**RESOLVED**, the minutes of the meetings of November 7, 2022 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:** 4 Yes  
1 Absent

The Chairman moved to recess the meeting to hold the public hearing on video conferencing.

**PUBLIC HEARING:** The public hearing on authorizing video conferencing for was opened at 5:14pm. Counsel for the Agency, William Weir, explained that public officers law requires

that the Agency pass a resolution after holding a public hearing if it would like to adopt a policy to conduct its meeting and utilize videoconferencing. A draft of a policy was presented to the board and reviewed. It was discussed that the Agency does not have to use videoconferencing unless requested by a board member. A quorum must be present at the regular meeting location in order to authorize a board member to attend virtually. The video conferencing can be used by clients. Notice of virtual attendance will be provided in advance of the meeting as soon as practicable.

There were no members of the public that attended the meeting, therefore no statements from the public. The chairman then moved to close the public hearing by motion of Lori Ann Pipczynski and seconded by Doug Williams. The hearing was declared closed at 5:23pm

The Chairman resumed the regular meeting at 5:23pm

**CORRESPONDENCE:** None

**TREASURER'S REPORT:**

Cash Balance as of November 30th	\$79,656.71
Money Market	\$45,035.78
Revenue for November	\$2,512.55
Profit and Loss	\$-15,389.86
Total Expenses Paid	\$17,902.41

The Fourth quarter installment payment from Atlantis was received and will be distributed in early December.

**#52-22 RESOLUTION ACCEPTS REPORT OF EXPENSES AND AUTHORIZES PAYMENT OF BILLS AS OF November 30<sup>th</sup>, 2022.**

**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 November 1, 2022 to November 30, 2022 **as attached**,

**NOW, THEREFORE, BE IT RESOLVED**, said monthly financial reports dated December 2, 2022 covering the month of November be and are hereby accepted and expenses as listed are authorized for payment.

Member Doug Williams made a motion to accept Treasurer's Report, which was seconded by Member Lee Mendelson. **Motion approved.**

**VOTE:** 4 Yes  
1 Absent

**COMMITTEE REPORTS:**

Audit: None

Governance Committee: None

Finance Committee: None

**OLD BUSINESS:** None

**NEW BUSINESS:**

**#53-22 RESOLUTION AUTHORIZES PUBLICATION OF NOTICE OF MEETING**

Lori Ann Pipczynski offered the following resolution, which was seconded by Lee Mendelson.

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

**PUBLIC NOTICE**

**PLEASE TAKE NOTICE**, that the meetings of the Riverhead Industrial Development Agency and the Riverhead IDA Economic Job Development Corporation shall take place on the first Monday of each month at 5:00pm at the Riverhead Town Hall, 200 Howell Avenue, Riverhead, New York. The annual meetings will take place in January of the calendar year. 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 this Board. One additional meeting is scheduled at the end of March and only held as necessary to meet NYS deadlines.

BY ORDER OF THE BOARD OF DIRECTORS  
RIVERHEAD INDUSTRIAL DEVELOPMENT AGENCY

---

Anthony Barresi, Secretary

**2023 Meeting Schedule**

**January 9, 2023 Annual**

February 6, 2023

March 6, 2023

**March 27, 2023**

April 3, 2023

May 1, 2023

June 5, 2023

**July 10, 2023**

August 7, 2023

**September 11, 2023**

October 2, 2023

**November 13, 2023**

December 4, 2023

**Vote:** 4 Yes  
1 Absent

**EXECUTIVE DIRECTORS REPORT**

The ED reported that the office had received 3 foils this month, two on SEQRA for EPCAL and one requesting project revenue for the past 10 years. She explained that although the Agency can access a sale report from quick books, not all bookkeeping was consistent throughout the years, so she is working on responding to that foil.

The board then voted to go into Executive Session to discuss matters of litigation at 5:40pm. Lee Mendelson motioned to go into executive session, Anthony Barresi seconded.

**EXECUTIVE SESSION**

No action was taken in executive session.

Anthony Barresi motioned to come out of executive session at 6:37pm. Lee Mendelson seconded.

Seeing no further business, the Chairman moved to adjourn the meeting. Anthony Barresi motioned to close the meeting. Lee Mendelson seconded. The meeting adjourned at 6:37pm

Dated: 12/21/2022

  
Secretary/Chairman