

AGENDA

**Town of Hempstead Local Development Corporation
Board Meeting
Nathan L. Bennett Pavilion*
One Washington Street, Hempstead, NY
Monday, December 20, 2021, 9:30 AM
or following the Town of Hempstead IDA Meeting**

*Notes:

- **AS MANDATED BY GOVERNOR KATHY HOCHUL, MASKS MUST BE WORN AT THE TOWN OF HEMPSTEAD FACILITY. Social Distancing is also encouraged.**
- A Livestream of the meeting may also be viewed at www.tohldc.org. Select "Watch Meetings."

Confirm Roll call and attendance

New Business:

The Agenda will include but not be limited to:

AGENDA:

- Confirm the presence of a Quorum
- Public Comment with respect to Agenda Items

New Business:

- Consideration and Adoption of 2022 LDC Meeting Schedule
- Consideration of a resolution for the LDC to set aside \$750,000.00 for a program, to assist in Career Planning, Occupational Skills, Training Programs, Career and Computer skills workshops and other job training programs that may be created or available to the residents of the Town of Hempstead through the Department of Occupational Resources.
- Confidential Board Member Evaluations
- Consideration of a Salary Resolution for Frederick Parola

- Consideration of a Salary Resolution for Edie Longo
- Consideration and Re-Adoption of the LDC Sexual Harassment Policy
- Consideration and Adoption of the 2022 LDC Contract with Sheehan and Co. for the 2021 Audited Financials
- Consideration and Adoption of the LDC Contract with Giovatto Agency for 2022 to maintain and update the website.

Reading and approval of the minutes:

- Consideration and approval of the Minutes of November 18, 2021

Report of the treasurer:

- Financial Statements & Expenditure List
November 12, 2021 – December 13, 2021

Committee Updates:

Adjournment:

Chairman's Approval: 12/7/21

2022 LDC Meeting Schedule

All board meetings will begin at 9:30 a.m., or to follow the TOH IDA Meetings, within the Nathan L. Bennett Pavilion, Hempstead Town unless another designation is made.

January 31	February 24	March 24
April 21	May 19	June 17
July 21	August 18	September 22
October 20	November 17	December 15

Adopted: 12/20/21

Resolution: 050 – 2021 LDC

Ayes:

Nays:

Chairman, Florestano Girardi

Town of Hempstead Local Development Corporation
LDC Agreement with D.O.O.R.

WHEREAS, the Town of Hempstead Local Development Corporation (the "LDC") was incorporated on June 22, 1966 under the New York Membership Corporation Law as a not-for-profit Local Development Corporation on behalf of the Town of Hempstead and continues as such under Section 1411 of the New York Not-For-Profit Corporation Law; and

WHEREAS, pursuant to Section 1411(c) of the Not-For-Profit Corporation Law, the LDC is empowered to enter into agreements consistent with its corporate purpose for Career Planning, Occupational Skills Training Programs, Career and Computer skills workshops and other job training programs, (collectively the "Services") that may be created or available within the Town of Hempstead Department of Occupational Resources; and

WHEREAS, The LDC desires to enter into an agreement (the "Services Agreement") with the Town of Hempstead Department of Occupational Resources to provide the Services outlined above for an amount not to exceed \$750,000.00; and

WHEREAS, the Services Agreement has been approved and adopted by the Hempstead Town Board, on November 16, 2021 by Case #24824 to be effective prior to January 1, 2022.

WHEREAS, the Local Development Corporation is hereby presenting the Services Agreement for consideration and adoption as approved by the Hempstead Town Board.

NOW THEREFORE, BE IT RESOLVED: That the proposed action is a Type II Action pursuant to Article 8 of the New York Environmental Conservation Law (including the regulations thereunder, "SEQR") involving "continuing agency administration" which does not involve "new programs or major reordering or priorities that may affect the environment" (6 NYCRR §617.5 (C) (20)) and therefore no findings or determinations of significance are required under SEQR; and

BE IT FURTHER RESOLVED: The Town of Hempstead Local Development Corporation approves the services agreement between the Town of Hempstead Department of Occupational Resources and the Corporation for an amount not to exceed \$750,000.00, to provide services to D.O.O.R. through the Hempstead Works program, not renewable at any other time, unless a new service agreement is entered into.

Town of Hempstead Local Development Corporation

Name: Frederick E. Parola
Title: CEO

Name: Florestano Girardi
Title: Chairman

Adopted: 12/20/21
Resolution: 043 – 2021 LDC (ayes)

(nays)

Confidential Evaluation of Board Performance 2021 - TOH LDC

Criteria	Agree	Somewhat Agree	Somewhat Disagree	Disagree
Board members have a shared understanding of the mission and purpose of the Authority.				
The policies, practices and decisions of the Board are always consistent with this mission.				
Board members comprehend their role and fiduciary responsibilities and hold themselves and each other to these principles.				
The Board has adopted policies, by-laws, and practices for the effective governance, management and operations of the Authority and reviews these annually.				
The Board sets clear and measurable performance goals for the Authority that contribute to accomplishing its mission.				
The decisions made by Board members are arrived at through independent judgment and deliberation, free of political influence, pressure or self-interest.				
Individual Board members communicate effectively with executive staff so as to be well informed on the status of all important issues.				
Board members are knowledgeable about the Authority's programs, financial statements, reporting requirements, and other transactions.				
The Board meets to review and approve all documents and reports prior to public release and is confident that the information being presented is accurate and complete.				
The Board knows the statutory obligations of the Authority and if the Authority is in compliance with state law.				
Board and committee meetings facilitate open, deliberate and thorough discussion, and the active participation of members.				
Board members have sufficient opportunity to research, discuss, question and prepare before decisions are made and votes taken.				
Individual Board members feel empowered to delay votes, defer agenda items, or table actions if they feel additional information or discussion is required.				
The Board exercises appropriate oversight of the CEO and other executive staff, including setting performance expectations and reviewing performance annually.				
The Board has identified the areas of most risk to the Authority and works with management to implement risk mitigation strategies before problems occur.				
Board members demonstrate leadership and vision and work respectfully with each other.				

Date Completed: _____

Summary Results of Confidential Evaluation of Board Performance 2021 – TOH LDC

Criteria	Agree	Somewhat Agree	Somewhat Disagree	Disagree
Board members have a shared understanding of the mission and purpose of the Authority.				
The policies, practices and decisions of the Board are always consistent with this mission.				
Board members comprehend their role and fiduciary responsibilities and hold themselves and each other to these principles.				
The Board has adopted policies, by-laws, and practices for the effective governance, management and operations of the Authority and reviews these annually.				
The Board sets clear and measurable performance goals for the Authority that contribute to accomplishing its mission.				
The decisions made by Board members are arrived at through independent judgment and deliberation, free of political influence or self-interest.				
Individual Board members communicate effectively with executive staff so as to be well informed on the status of all important issues.				
Board members are knowledgeable about the Authority's programs, financial statements, reporting requirements, and other transactions.				
The Board meets to review and approve all documents and reports prior to public release and is confident that the information being presented is accurate and complete.				
The Board knows the statutory obligations of the Authority and if the Authority is in compliance with state law.				
Board and committee meetings facilitate open, deliberate and thorough discussion, and the active participation of members.				
Board members have sufficient opportunity to research, discuss, question and prepare before decisions are made and votes taken.				
Individual Board members feel empowered to delay votes, defer agenda items, or table actions if they feel additional information or discussion is required.				
The Board exercises appropriate oversight of the CEO and other executive staff, including setting performance expectations and reviewing performance annually.				
The Board has identified the areas of most risk to the Authority and works with management to implement risk mitigation strategies before problems occur.				
Board members demonstrate leadership and vision and work respectfully with each other.				

Name of Authority: TOWN OF HEMPSTEAD LOCAL DEVELOPMENT CORPORATION

Date Completed: _____

RESOLUTION
Town of Hempstead
Local Development Corporation

SALARY INCREASE OF FREDERICK E. PAROLA
CHIEF EXECUTIVE OFFICER
OF THE TOWN OF HEMPSTEAD LDC

WHEREAS, the Town of Hempstead Local Development Corporation will continue to employ a part time Chief Executive Officer for the LDC, and

WHEREAS, Frederick E. Parola began employment January 1st, 2019 as the part-time CEO of the Hempstead LDC as an hourly employee, and

WHEREAS, Frederick E. Parola shall earn an hourly salary of \$____, plus reimbursable expenses, payable in arrears on alternate Fridays coinciding with payroll of full time employees annually, and

NOW, THEREFORE, BE IT

RESOLVED, effective January 1st, 2022, the Corporation increases the hourly wage of Frederick E. Parola, Chief Executive Officer and pay an hourly salary of \$____, plus reimbursable expenses granted by the Town of Hempstead Local Development Corporation.

Adopted: 12/20/21

(ayes)

(nays)

Resolution: 046 – 2021 LDC

Chairman: _____

RESOLUTION
Town of Hempstead
Local Development Corporation

SALARY INCREASE OF EDIE M. LONGO
CHIEF FINANCIAL OFFICER
OF THE TOWN OF HEMPSTEAD LDC

WHEREAS, the Town of Hempstead Local Development Corporation will continue to employ a part time Chief Financial Officer for the LDC, and

WHEREAS, Edie M. Longo began part-time employment effective October 1st, 2018 as the part-time CFO of the Hempstead LDC as an hourly employee, and

WHEREAS, Edie M. Longo shall earn an hourly salary of \$_____, plus reimbursable expenses, payable in arrears on alternate Fridays coinciding with payroll of full time employees and shall not be paid in excess of \$30,000.00 annually, and

NOW, THEREFORE, BE IT

RESOLVED, effective January 1, 2022, the Corporation increases the hourly wage of: Edie M. Longo at an hourly salary of \$_____, for an amount not to exceed \$30,000.00 annually plus reimbursable expenses granted by the Town of Hempstead Local Development Corporation.

Adopted: 12/20/21

(ayes) 5
(nays) 0

Resolution: 047- 2021 LDC

Chairman: _____

Town of Hempstead



Local
Development
Corporation

Sexual Harassment Policy

The Town of Hempstead Local Development Corporation is committed to maintaining a workplace free from sexual harassment. Sexual harassment is a form of workplace discrimination. All employees are required to work in a manner that prevents sexual harassment in the workplace. This Policy is one component of The Town of Hempstead Local Development Corporation's commitment to a discrimination-free work environment. Sexual harassment is against the law and all employees have a legal right to a workplace free from sexual harassment and employees are urged to report sexual harassment by filing a complaint internally with The Town of Hempstead Local Development Corporation. Employees can also file a complaint with a government agency or in court under federal, state or local antidiscrimination laws.

Policy:

1. The Town of Hempstead Local Development Corporation's policy applies to all employees, applicants for employment, interns, whether paid or unpaid, contractors and persons conducting business, regardless of immigration status, with The Town of Hempstead Local Development Corporation. In the remainder of this document, the term "employees" refers to this collective group.
2. Sexual harassment will not be tolerated. Any employee or individual covered by this policy who engages in sexual harassment or retaliation will be subject to remedial and/or disciplinary action (e.g., counseling, suspension, termination).
3. Retaliation Prohibition: No person covered by this Policy shall be subject to adverse action because the employee reports an incident of sexual harassment, provides information, or otherwise assists in any investigation of a sexual harassment complaint. The Town of Hempstead Local Development Corporation will not tolerate such retaliation against anyone who, in good faith, reports or provides information about suspected sexual harassment. Any employee of The Town of Hempstead Local Development Corporation who retaliates against anyone involved in a sexual harassment investigation will be subjected to disciplinary action, up to and including termination. All employees, paid or unpaid interns, or non-employees working in the workplace who believe they have been subject to such retaliation should inform a supervisor, manager, Chairman, or Agency Counsel. All employees, paid or unpaid interns or

non-employees who believe they have been a target of such retaliation may also seek relief in other available forums, as explained below in the section on Legal Protections.

4. Sexual harassment is offensive, is a violation of our policies, is unlawful, and may subject The Town of Hempstead Local Development Corporation to liability for harm to targets of sexual harassment. Harassers may also be individually subject to liability. Employees of every level who engage in sexual harassment, including managers and supervisors who engage in sexual harassment or who allow such behavior to continue, will be penalized for such misconduct.
5. The Town of Hempstead Local Development Corporation will conduct a prompt and thorough investigation that ensures due process for all parties, whenever management receives a complaint about sexual harassment, or otherwise knows of possible sexual harassment occurring. The Town of Hempstead Local Development Corporation will keep the investigation confidential to the extent possible. Effective corrective action will be taken whenever sexual harassment is found to have occurred. All employees, including managers and supervisors, are required to cooperate with any internal investigation of sexual harassment.
6. All employees are encouraged to report any harassment or behaviors that violate this policy. The Town of Hempstead Local Development Corporation will provide all employees a complaint form for employees to report harassment and file complaints.
7. Managers and supervisors are **required** to report any complaint that they receive, or any harassment that they observe or become aware of, to Corporation Counsel of the LDC
8. This policy applies to all employees, paid or unpaid interns, and non-employees and all must follow and uphold this policy. This policy must be provided to all employees and should be posted prominently in all work locations to the extent practicable (for example, in a main office, not an offsite work location) and be provided to employees upon hiring.

What Is “Sexual Harassment”?

Sexual harassment is a form of sex discrimination and is unlawful under federal, state, and (where applicable) local law. Sexual harassment includes harassment on the basis of sex, sexual orientation, self-identified or perceived sex, gender expression, gender identity and the status of being transgender.

Sexual harassment includes unwelcome conduct which is either of a sexual nature, or which is directed at an individual because of that individual's sex when:

- Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment, even if the reporting individual is not the intended target of the sexual harassment;
- Such conduct is made either explicitly or implicitly a term or condition of employment; or

- Submission to or rejection of such conduct is used as the basis for employment decisions affecting an individual's employment.

A sexually harassing hostile work environment includes, but is not limited to, words, signs, jokes, pranks, intimidation or physical violence which are of a sexual nature, or which are directed at an individual because of that individual's sex. Sexual harassment also consists of any unwanted verbal or physical advances, sexually explicit derogatory statements or sexually discriminatory remarks made by someone which are offensive or objectionable to the recipient, which cause the recipient discomfort or humiliation, which interfere with the recipient's job performance.

Sexual harassment also occurs when a person in authority tries to trade job benefits for sexual favors. This can include hiring, promotion, continued employment or any other terms, conditions or privileges of employment. This is also called "quid pro quo" harassment.

Any employee who feels harassed should report so that any violation of this policy can be corrected promptly. Any harassing conduct, even a single incident, can be addressed under this policy.

Examples of sexual harassment

The following describes some of the types of acts that may be unlawful sexual harassment and that are strictly prohibited:

- Physical acts of a sexual nature, such as:
 - Touching, pinching, patting, kissing, hugging, grabbing, brushing against another employee's body or poking another employee's body;
 - Rape, sexual battery, molestation or attempts to commit these assaults.
- Unwanted sexual advances or propositions, such as:
 - Requests for sexual favors accompanied by implied or overt threats concerning the target's job performance evaluation, a promotion or other job benefits or detriments;
 - Subtle or obvious pressure for unwelcome sexual activities.
- Sexually oriented gestures, noises, remarks or jokes, or comments about a person's sexuality or sexual experience, which create a hostile work environment.
- Sex stereotyping occurs when conduct or personality traits are considered inappropriate simply because they may not conform to other people's ideas or perceptions about how individuals of a particular sex should act or look.
- Sexual or discriminatory displays or publications anywhere in the workplace, such as:
 - Displaying pictures, posters, calendars, graffiti, objects, promotional material, reading materials or other materials that are sexually demeaning or pornographic. This includes such sexual displays on workplace computers or cell phones and sharing such displays while in the workplace.
- Hostile actions taken against an individual because of that individual's sex, sexual orientation, gender identity and the status of being transgender, such as:

- Interfering with, destroying or damaging a person's workstation, tools or equipment, or otherwise interfering with the individual's ability to perform the job;
- Sabotaging an individual's work;
- Bullying, yelling, name-calling.

Who can be a target of sexual harassment?

Sexual harassment can occur between any individuals, regardless of their sex or gender. New York Law protects employees, paid or unpaid interns, and non-employees, including independent contractors, and those employed by companies contracting to provide services in the workplace. Harassers can be a superior, a subordinate, a coworker or anyone in the workplace including an independent contractor, contract worker, vendor, client, customer or visitor.

Where can sexual harassment occur?

Unlawful sexual harassment is not limited to the physical workplace itself. It can occur while employees are traveling for business or at employer sponsored events or parties. Calls, texts, emails, and social media usage by employees can constitute unlawful workplace harassment, even if they occur away from the workplace premises, on personal devices or during non-work hours.

Retaliation

Unlawful retaliation can be any action that could discourage a worker from coming forward to make or support a sexual harassment claim. Adverse action need not be job-related or occur in the workplace to constitute unlawful retaliation (e.g., threats of physical violence outside of work hours).

Such retaliation is unlawful under federal, state, and (where applicable) local law. The New York State Human Rights Law protects any individual who has engaged in "protected activity." Protected activity occurs when a person has:

- made a complaint of sexual harassment, either internally or with any anti-discrimination agency;
- testified or assisted in a proceeding involving sexual harassment under the Human Rights Law or other anti-discrimination law;
- opposed sexual harassment by making a verbal or informal complaint to management, or by simply informing a supervisor or manager of harassment;
- reported that another employee has been sexually harassed; or
- encouraged a fellow employee to report harassment.

Even if the alleged harassment does not turn out to rise to the level of a violation of law, the individual is protected from retaliation if the person had a good faith belief that the practices were unlawful. However, the retaliation provision is not intended to protect persons making intentionally false charges of harassment.

Reporting Sexual Harassment

Preventing sexual harassment is everyone's responsibility. The Town of Hempstead Local Development Corporation cannot prevent or remedy sexual harassment unless it knows about it. Any employee, paid or unpaid intern or non-employee who has been subjected to behavior that may constitute sexual harassment is encouraged to report such behavior to Management, CEO, Counsel or Chairman. Anyone who witnesses or becomes aware of potential instances of sexual harassment should report such behavior to a supervisor, manager, CEO, Counsel, or Chairman.

Reports of sexual harassment may be made verbally or in writing. A form for submission of a written complaint is attached to this Policy, and all employees are encouraged to use this complaint form. Employees who are reporting sexual harassment on behalf of other employees should use the complaint form and note that it is on another employee's behalf.

Employees, paid or unpaid interns or non-employees who believe they have been a target of sexual harassment may also seek assistance in other available forums, as explained below in the section on Legal Protections.

Supervisory Responsibilities

All supervisors and managers who receive a complaint or information about suspected sexual harassment, observe what may be sexually harassing behavior or for any reason suspect that sexual harassment is occurring, **are required** to report such suspected sexual harassment to CEO or Chairman.

In addition to being subject to discipline if they engaged in sexually harassing conduct themselves, supervisors and managers will be subject to discipline for failing to report suspected sexual harassment or otherwise knowingly allowing sexual harassment to continue.

Supervisors and managers will also be subject to discipline for engaging in any retaliation.

Complaint and Investigation of Sexual Harassment

All complaints or information about sexual harassment will be investigated, whether that information was reported in verbal or written form. Investigations will be conducted in a timely manner, and will be confidential to the extent possible.

An investigation of any complaint, information or knowledge of suspected sexual harassment will be prompt and thorough, commenced immediately and completed as soon as possible. The investigation will be kept confidential to the extent possible. All persons involved, including complainants, witnesses and alleged harassers will be accorded due process, as outlined below, to protect their rights to a fair and impartial investigation.

Any employee may be required to cooperate as needed in an investigation of suspected sexual harassment. The Town of Hempstead Local Development Corporation will not tolerate retaliation against employees who file complaints, support another's complaint or participate in an investigation regarding a violation of this policy.

While the process may vary from case to case, investigations should be done in accordance with the following steps:

- Upon receipt of complaint, the CEO or the Chairman will conduct an immediate review of the allegations, and take any interim actions (e.g., instructing the respondent to refrain from communications with the complainant), as appropriate. If complaint is verbal, encourage the individual to complete the "Complaint Form" in writing. If he or she refuses, prepare a Complaint Form based on the verbal reporting.
- If documents, emails or phone records are relevant to the investigation, take steps to obtain and preserve them.
- Request and review all relevant documents, including all electronic communications.
- Interview all parties involved, including any relevant witnesses;
- Create a written documentation of the investigation (such as a letter, memo or email), which contains the following:
 - A list of all documents reviewed, along with a detailed summary of relevant documents;
 - A list of names of those interviewed, along with a detailed summary of their statements;
 - A timeline of events;
 - A summary of prior relevant incidents, reported or unreported; and
 - The basis for the decision and final resolution of the complaint, together with any corrective action(s).
- Keep the written documentation and associated documents in a secure and confidential location.
- Promptly notify the individual who reported and the individual(s) about whom the complaint was made of the final determination and implement any corrective actions identified in the written document.
- Inform the individual who reported of the right to file a complaint or charge externally as outlined in the next section.

Legal Protections And External Remedies

Sexual harassment is not only prohibited by The Town of Hempstead Local Development Corporation but is also prohibited by state, federal, and, where applicable, local law.

Aside from the internal process at The Town of Hempstead Local Development Corporation, employees may also choose to pursue legal remedies with the following governmental entities. While a private attorney is not required to file a complaint with a governmental agency, you may seek the legal advice of an attorney.

In addition to those outlined below, employees in certain industries may have additional legal protections.

State Human Rights Law (HRL)

The Human Rights Law (HRL), codified as N.Y. Executive Law, art. 15, § 290 et seq., applies to all employers in New York State with regard to sexual harassment, and protects employees, paid or unpaid interns and non-employees, regardless of immigration status. A complaint alleging violation of the Human Rights Law may be filed either with the Division of Human Rights (DHR) or in New York State Supreme Court.

Complaints with DHR may be filed any time **within one year** of the harassment. If an individual did not file at DHR, they can sue directly in state court under the HRL, **within three years** of the alleged sexual harassment. An individual may not file with DHR if they have already filed a HRL complaint in state court.

Complaining internally to The Town of Hempstead Local Development Corporation does not extend your time to file with DHR or in court. The one year or three years is counted from date of the most recent incident of harassment.

You do not need an attorney to file a complaint with DHR, and there is no cost to file with DHR.

DHR will investigate your complaint and determine whether there is probable cause to believe that sexual harassment has occurred. Probable cause cases are forwarded to a public hearing before an administrative law judge. If sexual harassment is found after a hearing, DHR has the power to award relief, which varies but may include requiring your employer to take action to stop the harassment, or redress the damage caused, including paying of monetary damages, attorney's fees and civil fines.

DHR's main office contact information is: NYS Division of Human Rights, One Fordham Plaza, Fourth Floor, Bronx, New York 10458. You may call (718) 741-8400 or visit: www.dhr.ny.gov.

Contact DHR at (888) 392-3644 or visit dhr.ny.gov/complaint for more information about filing a complaint. The website has a complaint form that can be downloaded, filled out, notarized and mailed to DHR. The website also contains contact information for DHR's regional offices across New York State.

RESOLUTION

TOWN OF HEMPSTEAD
LOCAL DEVELOPMENT CORPORATION

CONTRACT WITH SHEEHAN AND COMPANY
2022

WHEREAS, the Town of Hempstead Local Development Corporation deems it necessary to have all financial information reviewed and audited by a certified public accountant and;

WHEREAS, the Corporation has selected the firm of Sheehan and Company to audit the financial records of the Corporation for the calendar year of 2021 and;

WHEREAS, Sheehan and Company will enter into a contract with the LDC to file all necessary tax documents, and to furnish the Board with audited financial statements, as well as assistance with the preparation of the Budget and State Report for 2021.

NOW, THEREFORE, BE IT

RESOLVED, the Town of Hempstead Local Development Corporation hereby retains Sheehan and Company, 165 Orinoco Drive, Brightwaters, as the auditors for the Corporation, subject to the approval of a contract as to form by Corporation Counsel, for an amount not to exceed \$10,300.00.

Adopted: 12/20/21

(ayes)

(nays)

Resolution Number: 048 2021 LDC

Florestano Girardi
Chairman

RESOLUTION

TOWN OF HEMPSTEAD
LOCAL DEVELOPMENT CORPORATION

PROCUREMENT OF ADVERTISING/MARKETING FIRM
Giovatto Agency
2021 Contract

WHEREAS, the Advertising/Marketing Committee of the Town of Hempstead Local Development Corporation (TOHLDC) makes a recommendation to the full board at meeting on December 20, 2021 to hire Giovatto Agency, 307 West Penn St, Long Beach, NY, 11561 to host and maintain the TOHLDC website and;

WHEREAS, the budget has been allocated for hosting and maintenance of the TOHIDA website, for an amount not to exceed \$5,000.00 for the calendar year 2022;

NOW, THEREFORE, BE IT

RESOLVED, that the Town of Hempstead Local Development Corporation has chosen to enter into a contract with Giovatto Agency, 307 West Penn St, Long Beach, NY, 11561, for the period beginning January 1, 2022 – December 31, 2022, to host and maintain the TOHIDA website, for an amount not to exceed \$5,000.00 for the calendar year 2022, subject to approval of a contract as to form by Corporation Counsel.

Adopted: 12/20/21

(ayes)

(nays)

Resolution Number: 049 2021 LDC

Florestano Girardi
Chairman

Frederick E. Parola
Chief Executive Officer

Town of Hempstead



Local
Development
Corporation

350 FRONT STREET HEMPSTEAD, NY 11550-4037
(516) 489-5000 EXT. 4200 • (516) 489-3179

Minutes

Town of Hempstead
Local Development Corporation Meeting
Nathan L.H. Bennett Pavilion
One Washington Street
Hempstead, New York 11550

Agenda

Thursday, November 18, 2021
9:30 AM (or after the IDA Meeting Closes)

- Agenda: Consideration of an amended Resolution, hiring Arlyn Eames and Laura Tomeo as 1099 Contract Employees for the Local Development Corporation, Consideration of an LDC Fund Balance Policy, Consideration of a resolution for the LDC to set aside \$750,000.00 for a program to assist in Career Planning, Occupational Skills, Training Programs, Career and Computer skills workshops and other job training programs that may be created or available to the residents of the Town of Hempstead through the Department of Occupational Resources, Consideration and approval of the minutes of October 21, 2021, Financial Statements & Expenditures List: October 15, 2021 – November 11, 2021

Those in Attendance: Florestano Girardi, Chairman
Eric Mallette, Treasurer
Jack Majkut, Secretary
Thomas Grech, Member

Excused: Robert Bedford, Member

Resigned: James Marsh
Cherice Vanderhall

Also in Attendance: Frederick E. Parola, CEO
Edie M. Longo, CFO
Arlyn Eames, Deputy CFO
Michael Lodato, Corporate Administrator

Laura Tomeo, Deputy Corporate Administrator
John E. Ryan, Esq., Corporation Counsel
William Weir, Esq., Bond Counsel
Paul O'Brien, Esq., Bond Counsel

The Chairman confirmed a Quorum. The Meeting was called to order at 9:53 AM

Consideration of an amended Resolution, hiring Arlyn Eames and Laura Tomeo as 1099 Contract Employees for the Local Development Corporation: Florestano Girardi made a motion to adopt an amended Resolution hiring Arlyn Eames and Laura Tomeo for the Town of Hempstead Local Development Corporation as 1099 Employees. This was seconded by Eric Mallette. All were in favor, motion carried.

Consideration of an LDC Fund Balance Policy: Florestano Girardi made a motion to adopt the Fund Balance Policy, as approved by the Finance/Investment Committee. This was seconded by Jack Majkut. All were in favor, motion carried.

Consideration of a resolution for the LDC to set aside \$750,000.00 for a program, to assist in Career Planning, Occupational Skills, Training Programs, Career and Computer skills workshops and other job training programs that may be created or available to the residents of the Town of Hempstead through the Department of Occupational Resources: Florestano Girardi made a motion to table this item until the December Board Meeting. This was seconded by Jack Majkut, All were in favor, motion carried.

Minutes of October 21, 2021: The board was furnished with a copy of the October 21, 2021 Board Meeting Minutes. Florestano Girardi made a motion to waive the reading of the minutes and adopt the minutes as presented for the October 21, 2021 meeting. This motion was seconded by Jack Majkut. All were in favor. Motion carried.

Treasurer's Report: The board was furnished with the Financial Statements and Expenditure List for October 15, 2021 –November 11, 2021. Eric Mallette advised the board all finances were in order.

With all business concluded, Florestano Girardi made a motion to close the meeting. This was seconded by Thomas Grech. All were in favor. Motion carried. The meeting was closed at 9:59 am.

Jack Majkut
Secretary
December 16, 2021