

# AGENDA

Town of Hempstead  
Local Development Corporation  
BOARD MEETING  
AGENDA  
Nathan L. Bennett Pavilion  
One Washington Street, Hempstead, NY  
Tuesday, January 24 2023, 9:30 AM  
or following the Town of Hempstead IDA Meeting

\*\*Notes: Masks are no longer mandated. The Town of Hempstead LDC continues to encourage social distancing at public meetings.

A Livestream of the meeting may also be viewed at [www.tohldc.org](http://www.tohldc.org). Select "Watch Meetings."

## Confirm Roll call and attendance

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 of a Resolution to appoint the LDC Committee Members
- Consideration of a Resolution to appoint the LDC Officers of the Board
- Consideration of a Resolution to appoint the LDC Bond/Transaction Counsel
- Consideration of a Resolution to appoint the LDC Corporation Counsel
- Consideration and Adoption of the Construction Wage Policy
- Consideration of a Resolution to authorize Budget Line Transfers of the 2022 Budget.
- Summary of Confidential Board Evaluations
- Distribution of Board Self-Evaluation forms (included in meeting materials)

**Reading and approval of the minutes:**

- Consideration and approval of the Minutes of December 20, 2022

**Report of the treasurer:**

- Financial Statements & Expenditure List  
December 14, 2022 –January 17, 2023

**Committee Updates:**

**Adjournment:**

Chairman Approval: 1/11/23

Contact: Michael Lodato, Corporate Administrator  
mlodato@hempsteadny.gov  
516-489-5000 x3706

Local Development Corporation Committees

Records Retention/Disposition  
Jill Mollitor, Chair  
Robert Bedford  
Eric Mallette  
Jerry Kornbluth  
Arlyn Eames  
Mike Lodato  
Frederick Parola  
John Ryan

Advertising and Marketing:  
Thomas Grech, Chair  
Flo Girardi  
Jack Majkut  
Jerry Kornbluth  
Fred Parola  
Laura Tomeo  
Mike Lodato

Time Certification Records  
Personnel and Leave:  
Jerry Kornbluth, Chair  
Flo Girardi  
Thomas Grech  
Jill Mollitor  
Laura Tomeo  
Mike Lodato

Audit Committee:  
Robert Bedford, Chair  
Eric Mallette  
Jack Majkut  
Jill Mollitor  
Mike Lodato  
Fred Parola

Governance and Uniform Policies  
And Guidelines:  
Eric Mallette, Chair  
Thomas Grech  
Robert Bedford  
Edie Longo  
Arlyn Eames  
John Ryan

Finance and Investment Committee:  
Florestano Girardi, Chair  
Eric Mallette  
Robert Bedford  
Thomas Grech  
Mike Lodato  
Fred Parola

Note: The Board Chair and CEO shall be an ex-officio member of each standing committee.

Adopted: January 24, 2023

(ayes)  
(nays)

Resolution Number: 001-2023

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Chairman, Florestano Girardi

Resolution

TOWN OF HEMPSTEAD  
LOCAL DEVELOPMENT CORPORATION

Appointment of Officers  
2023

WHEREAS, pursuant to a special act of the Legislature, the Town of Hempstead Local Development Corp. was established in 1971 and;

WHEREAS, at the Corporations Meeting, the Town of Hempstead Local Development Corporation, appointed and serving at the pleasure of the Town of Hempstead Town Board, has elected the following members as officers for 2023:

Chairman, Florestano Girardi  
Vice Chairman, Thomas Grech  
Treasurer, Eric Mallette  
Secretary, Jack Majkut

NOW, THEREFORE, BE IT

RESOLVED, that the Local Development Corporation Board has hereby appointed the above named individuals as officers of the Town of Hempstead Local Development Corporation for a term of one year.

Adopted: 1/24/23

(ayes)  
(nays)

Resolution Number: 002-2023 LDC

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Florestano Girardi  
Chairman

Resolution

TOWN OF HEMPSTEAD  
LOCAL DEVELOPMENT CORPORATION.

Nixon Peabody/Phillips Lytle  
Bond/Transaction Counsel

WHEREAS, pursuant to a special act of the Legislature, the Town of Hempstead Local Development Corporation was established in 1971 and;

WHEREAS, the Town of Hempstead Local Development Corporation has elected to use both Nixon Peabody, LLP and Phillips Lytle, LLP in the position of Bond/Transaction Counsel to the Town of Hempstead Local Development Corporation and;

NOW, THEREFORE, BE IT

RESOLVED, that Nixon Peabody LLP & Phillips Lytle LLP are hereby appointed to serve as Bond/Transaction Counsels to the Town of Hempstead Local Development Corporation for 2023.

Adopted: 1/24/23

(ayes)

(nays)

Resolution Number: 003-2023 LDC

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Florestano Girardi  
Chairman

Resolution

TOWN OF HEMPSTEAD  
LOCAL DEVELOPMENT CORPORATION  
Appointing

John E. Ryan  
Corporation Counsel

WHEREAS, pursuant to a special act of the Legislature, the Town of Hempstead Local Development Corporation was established in 1971 and;

WHEREAS, at the Corporation's Board Meeting on January 24, 2023, the Town of Hempstead Local Development Corporation has elected to appointment of John E. Ryan, Esq., Corporation Counsel to the LDC, a position he has held since 2009 and;

NOW, THEREFORE, BE IT

RESOLVED, that John E. Ryan is hereby appointed Corporation Counsel to the Town of Hempstead Local Development Corporation

Adopted: 1/24/22

(ayes)

(nays)

Resolution Number: 004-2023 LDC

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Florestano Girardi  
Chairman

**CONSTRUCTION WAGE POLICY  
TOWN OF HEMPSTEAD  
LOCAL DEVELOPMENT CORPORATION  
EFFECTIVE January 24, 2023**

**This policy shall be in effect until it is superseded by New York State Legislation once it is in place.**

The purpose of the Hempstead LDC is to provide benefits that reduce costs and financial barriers to the creation and to the expansion of business and enhance the number of jobs in the Town.

The Corporation has consistently sought to ensure that skilled labor construction jobs in compliance with the state prevailing wage be encouraged in projects funded by the issuance of LDC tax exempt bonds in large projects.

The policy of the Town of Hempstead LDC with respect to prevailing wage shall apply to any project for which financial assistance is sought from the LDC with anticipated hard construction costs in excess of \$5,000,000.00 per site received after January 1, 2023 & prior to December 31, 2023.

Any applicant to the Corporation for tax-exempt bonds to finance all or a portion of the construction costs of a project shall agree to:

- a (i) Employ 90% of the workers for the project from within Nassau or Suffolk Counties; and purchase 90% of the building materials from within the bi-County region; and
- a (ii) Be governed by the prevailing wage requirements of Section 220 of Article 8 of the Labor Law of the State of New York; and when requested by the Corporation, implement an apprenticeship program that considers the intent of Town of Hempstead.

**OR**

- b (i) Provide to the Corporation a fully executed project labor agreement with the Building & Construction Trades Council of Nassau & Suffolk Counties which shall cover all construction trade employees anticipated to work on the project; and
- b (ii) Such project labor agreement shall be binding upon all parties and applicable to all construction costs attendant to the project for which benefits have been provided.

Furthermore, this policy may be waived, at the sole and final discretion of the Corporation, in the event that the applicant demonstrates to the Corporation special circumstances or economic hardship to justify a waiver to be in the best interests of the Town of Hempstead. This policy shall expire at the close of business (5:00 p.m. EST) on December 31, 2023.

Adopted: 1/24/23

Resolution Number: 005 -2023 LDC

(ayes)

(nays)

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Florestano Girardi  
Chairman



RESOLUTION

TOWN OF HEMPSTEAD  
Local Development Corporation  
BUDGET LINE TRANSFERS  
2022 Budget  
RATIFYING AND CONFIRMING

WHEREAS, the Town of Hempstead Local Development Corporation adopted a 2022 Budget by resolution 033- 2021 LDC, on October 21, 2021; and

WHEREAS, the Corporation authorizes the following budget line transfers to cover expenses incurred in 2022:

Transfer \$507.00 from Salary and Wages, to Postage and Delivery  
Transfer \$600.00 from Meeting Expenses, to Office Expenses

NOW, THEREFORE, BE IT

RESOLVED, the Town of Hempstead Local Development Corporation hereby authorizes the above outlined budget line transfers for the 2022 Budget.

Adopted: 1/24/22

(ayes)

(nays)

Resolution Number: 006-2023 LDC

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Chairman, Florestano Girardi

**Summary Results of Confidential Evaluation of Board Performance 2022 – TOH LDC**

Criteria	Agree	Somewhat Agree	Somewhat Disagree	Disagree
Board members have a shared understanding of the mission and purpose of the Authority.	6	1		
The policies, practices and decisions of the Board are always consistent with this mission.	7			
Board members comprehend their role and fiduciary responsibilities and hold themselves and each other to these principles.	6	1		
The Board has adopted policies, by-laws, and practices for the effective governance, management and operations of the Authority and reviews these annually.	6	1		
The Board sets clear and measurable performance goals for the Authority that contribute to accomplishing its mission.	5	2		
The decisions made by Board members are arrived at through independent judgment and deliberation, free of political influence or self-interest.	6	1		
Individual Board members communicate effectively with executive staff so as to be well informed on the status of all important issues.	6	1		
Board members are knowledgeable about the Authority's programs, financial statements, reporting requirements, and other transactions.	6	1		
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.	7			
The Board knows the statutory obligations of the Authority and if the Authority is in compliance with state law.	6	1		
Board and committee meetings facilitate open, deliberate and thorough discussion, and the active participation of members.	7			
Board members have sufficient opportunity to research, discuss, question and prepare before decisions are made and votes taken.	7			
Individual Board members feel empowered to delay votes, defer agenda items, or table actions if they feel additional information or discussion is required.	7			
The Board exercises appropriate oversight of the CEO and other executive staff, including setting performance expectations and reviewing performance annually.	7			
The Board has identified the areas of most risk to the Authority and works with management to implement risk mitigation strategies before problems occur.	6	1		
Board members demonstrate leadership and vision and work respectfully with each other.	7			

Name of Authority: TOWN OF HEMPSTEAD LOCAL DEVELOPMENT CORPORATION

Date Completed: 1/17/23

**Town of Hempstead Local Development Corporation  
Individual Board Member Evaluation Form  
2022 Review**

**Part I:**

Are you satisfied with your performance as a board member in the following areas?

Very Good

Adequate

Needs Work

Input in policy development  
& Decision making

Committee Participation

Business Outreach

- What factors contribute to your performance or lack of performance in the areas above?  
(Be specific)
  
- Here is what I would need from the LDC to maintain/increase my level of board commitment:

**Part II:**

Very Good

Adequate

Needs Work

You have full understanding of the  
Role and responsibility of the board

You understand the LDC's mission  
& Programs

Board has clear goals and actions  
Resulting from realistic strategic planning

Board received regular reports on budget,  
programs, performance, and other important matters.

Very Good

Adequate

Needs Work

Board effectively represents the  
Organization to the community

Board regularly evaluates progress  
Toward goals and program performance

Board has approved comprehensive  
Personnel policies, which have been  
Reviewed on an annual basis

Each member of the board feels involved  
And interested in the work of the LDC

All necessary skills and diversity are  
Represented on the board

**Part III:**

- List three to five points on which you believe the board should focus its attention in the next year. (Be specific)

**Part IV:**

Very Good

Adequate

Needs Work

Does the board set clear  
Expectations for the staff

Is the board furnished with  
Concise and necessary meeting  
Material to make the most  
Informed decision

- What can staff do to improve the flow of information to the board to effectuate better communication, understanding, and responsiveness to the Corporation's projects, programs, and mandates?

- Do you have any other comments or suggestions that will help the board and staff increase it's effectiveness?

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Position: \_\_\_\_\_

Follow up:

Board Members  
Florestano Girardi  
Thomas Grech  
Dr. Eric C. Mallette  
Jack Majkut  
Robert Bedford  
Jerry Kornbluth, Ph.D  
Jill Mollitor

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

Monday, December 20 2022  
9:30 AM (or after the IDA Meeting Closes)

Agenda: Consideration of an amended Bond Resolution for Evergreen Charter School, Consideration of a 2023 LDC Meeting Schedule, Confidential Board Member Evaluations Distributed, 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 of the 2023 LDC Contract with Sheehan and Co. for the 2022 Audited Financials, Consideration of the LDC Contract with Giovatto Agency for 2023 to maintain and update the website, Consideration and Re-Adoption of the LDC Standard Project Procedures, Consideration and Re-Adoption of the LDC Fund Balance Policy, Informational Update on the joint effort between the TOH LDC and the Department of Occupational Resources, regarding Career Planning, Occupational Skills, Training Programs, Career and Computer skills workshops and other job training programs that are available to the residents of the Town of Hempstead, Consideration of the Minutes of October 25, 2022, Financial Statements and Expenditure List: October 19, 2022 – December 13, 2022

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

Robert Bedford, Member  
Jerry Kornbluth, Member  
Jill Mollitor, Member

Excused: Jack Majkut, Secretary

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  
Barry Carrigan, Esq., Bond Counsel  
Paul O'Brien, Esq., Bond Counsel

The Chairman confirmed a Quorum. The Meeting was called to order at 10:45 AM

Consideration of an amended Bond Resolution for Evergreen Charter School: Evergreen's Counsel Andrew Komaromi spoke on behalf of the school. He expressed to the Board that a previously included LLC will no longer be part of the transaction. Florestano Girardi made a motion to adopt an amended Bond Resolution for Evergreen Charter School removing the LLC from the transaction. This motion was seconded by Thomas Grech. All were in favor. Motion carried.

Consideration and Adoption of a 2023 LDC Meeting Schedule: Florestano Girardi made a motion to adopt the 2023 LDC Meeting Schedule. This was seconded by Robert Bedford. All were in favor. Motion carried.

Confidential Board Member Evaluations:

Supplied the Board with the Confidential Board Member Evaluations to be completed and returned to the Corporation

Consideration of a Salary Resolution for Frederick Parola: Florestano Girardi made a motion to adopt a 3% Salary increase for Frederick Parola for 2023. This was seconded by Eric Mallete. All were in favor. Motion carried.

Consideration of a Salary Resolution for Edie Longo: Florestano Girardi made a motion to adopt a 3% Salary increase for a for Edie Longo for 2023. This was seconded by Thomas Grech. All were in favor. Motion carried.

Consideration and Re-Adoption of the LDC Sexual Harassment Policy: Florestano Girardi made a motion to re-adopt the LDC Sexual Harassment Policy as approved by the Governance Committee. This was seconded by Thomas Grech. All were in favor. Motion carried.

Consideration and Adoption of the 2023 Contract with Sheehan and Co. for the 2022 Audited Financials: Florestano Girardi made a motion to adopt the 2023 contract for Sheehan and Co. as the financial auditors

for the 2022 Audited Financial Statements for an amount not to exceed \$11,300.00. This was seconded by Thomas Grech. All were in favor. Motion carried.

Consideration of the 2023 Contract with Giovatto Agency for Website Hosting and Maintenance for 2023: Florestano Girardi made a motion to adopt a resolution hiring Giovatto Agency for the LDC Website Hosting and Maintenance for 2023 for an amount not to exceed \$5,000.00. This was seconded by Thomas Grech. All were in favor, Motion carried.

Consideration of the LDC Standard Project Procedures: Florestano Girardi made a motion to re-adopt the LDC Standard Project Procedures as presented by the Governance Committee. This was seconded by Jerry Kornbluth. All were in favor. Motion carried.

Consideration and Re-Adoption of the LDC Fund Balance Policy: Eric Mallette made a motion to re-adopt the LDC Fund Balance Policy as presented by the Finance/Investment Committee. This was seconded by Florestano Girardi. All were in favor. Motion carried.

Informational Update on the joint effort between the TOH LDC and the Department of Occupational Resources, regarding Career Planning, Occupational Skills, Training Programs, Career and Computer skills workshops and other job training programs that are available to the residents of the Town of Hempstead: The Board was furnished with the quarterly reports. There were no questions.

Minutes of October 25, 2022: The board was furnished with a copy of the October 25, 2022, Board Meeting Minutes. Eric Mallette made a motion to waive the reading of the minutes and adopt the minutes as presented for the October 25, 2022, meeting. This motion was seconded by Florestano Girardi. All were in favor. Motion carried.

Treasurer's Report: The board was furnished with the Financial Statements and Expenditure List for October 19, 2022 – December 13, 2022. 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 Robert Bedford. All were in favor. Motion carried. The meeting was closed at 10:50 am.

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Florestano Girardi  
Chairman  
January 24, 2023



7:58 AM

01/17/23

Accrual Basis

Town of Hempstead Local Development Corporation

Account QuickReport

As of January 17, 2023

Type	Date	Num	Name	Memo	Split	Amount	Balance
<b>200 · Cash</b>							24,136.71
<b>200-33 · Bank of America Checking -6632</b>							24,136.71
Check	12/16/2022	5223	Edie Longo	LDC Part Tim...	-SPLIT-	-598.81	23,537.90
Check	12/16/2022	5224	Frederick E. Parola	part time 12/4/...	-SPLIT-	-1,897.04	21,640.86
Check	12/16/2022	Electr...	Paychex	Payroll Fee 12...	2100-01 · PAY...	-87.01	21,553.85
Check	12/16/2022	Electr...	Bank of America	Payroll Taxes ...	-SPLIT-	-1,330.72	20,223.13
Check	12/30/2022	Electr...	Paychex	Payroll Fee 12...	2100-01 · PAY...	-55.98	20,167.15
Check	12/30/2022	Electr...	Bank of America	Payroll Taxes ...	-SPLIT-	-1,346.08	18,821.07
Check	12/30/2022	5226	Frederick E. Parola	LDC Part Tim...	-SPLIT-	-1,897.03	16,924.04
Check	12/30/2022	5225	Edie Longo	LDC Part Tim...	-SPLIT-	-636.95	16,287.09
Check	12/30/2022	1500	Laura Tomeo	LDC 1099 Tim...	522-15 · Profes...	-206.10	16,080.99
Check	12/30/2022	1501	Michael Lodato	10/22 - 12/22 ...	522-15 · Profes...	-2,509.00	13,571.99
Check	12/30/2022	1502	Arlyn Eames	10/22 - 12/22 ...	522-15 · Profes...	-40.63	13,531.36
Transfer	1/9/2023			Funds Transfer	200-34 · Bank o...	10,000.00	23,531.36
Check	1/9/2023	1503	TOH Industrial Devel...	Rent, Postage...	-SPLIT-	-9,445.86	14,085.50
Check	1/13/2023	Electr...	Paychex	Payroll Fee 7/...	2100-01 · PAY...	-191.29	13,894.21
Check	1/13/2023	Electr...	Bank of America	Payroll Taxes ...	-SPLIT-	-1,086.12	12,808.09
Check	1/17/2023	5227	Frederick E. Parola	LDC Part Tim...	-SPLIT-	-1,880.17	10,927.92
Total 200-33 · Bank of America Checking -6632						-13,208.79	10,927.92
Total 200 · Cash						-13,208.79	10,927.92
<b>TOTAL</b>						<b>-13,208.79</b>	<b>10,927.92</b>

7:58 AM

01/17/23

Accrual Basis

Town of Hempstead Local Development Corporation

Account QuickReport

As of January 17, 2023

Type	Date	Num	Name	Memo	Split	Amount	Balance
200 · Cash							1,938,805.62
200-34 · Bank of America Savings -3706							1,938,805.62
Deposit	12/29/2022			Deposit	-SPLIT-	228,427.50	2,167,233.12
Transfer	1/9/2023			Funds Transfer	200-33 · Bank o...	-10,000.00	2,157,233.12
Total 200-34 · Bank of America Savings -3706						218,427.50	2,157,233.12
Total 200 · Cash						218,427.50	2,157,233.12
<b>TOTAL</b>						<b>218,427.50</b>	<b>2,157,233.12</b>