

AGENDA

Town of Hempstead
Local Development Corporation
BOARD MEETING
AGENDA

Nathan L. Bennett Pavilion
One Washington Street, Hempstead, NY
Tuesday, January 21, 2025, 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.tohlcdc.org. Select “Watch Meetings.”

Confirm Roll call and attendance

The Agenda will include but not be limited to:

- Call the meeting to order
- Announcements
- 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 of the Construction Wage Policy (Prevailing Wage Policy)
- Consideration of a Resolution to authorize Budget Line Transfers of the 2024 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 17, 2024

Report of the treasurer:

- Financial Statements & Expenditure List
December 11, 2024 –January 14, 2025

Committee Updates:

Adjournment:

Chairman Approval: 1/10/25

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

Local Development Corporation Committees

Records Retention/Disposition	Jill Mollitor, Chair Robert Bedford Fred Parola Edie Longo Mike Lodato Arlyn Eames John Ryan
Advertising and Marketing:	Thomas Grech, Chair Guy Savia Jack Majkut Jerry Kornbluth Fred Parola Laura Tomeo Mike Lodato
Time Certification Records	Jerry Kornbluth, Chair Guy Savia 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 Fred Parola
Finance and Investment Committee:	Guy Savia, 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 21, 2025

(ayes)
(nays)

Resolution Number: 001-2025

Vice/ Acting Chairman, Thomas Grech

Resolution

TOWN OF HEMPSTEAD
LOCAL DEVELOPMENT CORPORATION

Appointment of Officers
2025

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 2025:

Vice Chairman/Acting 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: 1/21/24

(ayes)

(nays)

Resolution Number: 002-2025 LDC

Thomas Grech
Vice/ Acting Chairman

Resolution

TOWN OF HEMPSTEAD
LOCAL DEVELOPMENT CORPORATION.

Nixon Peabody/Phillips Lytle/Barclay Damon
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 Nixon Peabody, LLP, Phillips Lytle, LLP & Barclay Damon 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 & Barclay Damon LLP are hereby appointed to serve as Bond/Transaction Counsels to the Town of Hempstead Local Development Corporation for 2025.

Adopted: 1/21/25

(eyes)

(nays)

Resolution Number: 003-2025 LDC

Thomas Grech
Vice/ Acting 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 21, 2025, 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: 1/1/24

(ayes)

(nays)

Resolution Number: 004-2025 LDC

Thomas Grech
Vice/ Acting Chairman

**CONSTRUCTION WAGE POLICY
TOWN OF HEMPSTEAD
LOCAL DEVELOPMENT CORPORATION
EFFECTIVE January 21, 2025**

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 financed with tax-exempt bonds to for all or a portion of the construction costs in excess of \$5,000,000.00 per site received after January 1, 2025 and prior to January 1, 2026.

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, 2025.

Additionally, the Corporation will require the submission of a Certificate for Covered Project Request for Wage and Supplemental Information Form within 10 days of submitting the form to the New York State Department of Labor.

The information contained in the certificate shall be completed by the Applicant's Counsel and must include whether or not the project is subject to the provisions of NYS Labor Law 224-a .

Adopted: January 21, 2025
Resolution Number: 005 -2025 LDC

(ayes)
(nays)

Thomas Grech
Vice/ Acting Chairman

RESOLUTION

TOWN OF HEMPSTEAD
Local Development Corporation
BUDGET LINE TRANSFERS
2024 Budget
RATIFYING AND CONFIRMING

WHEREAS, the Town of Hempstead Local Development Corporation adopted a 2024 Budget by resolution 027- 2023 LDC, on October 24, 2023; and

WHEREAS, the Corporation authorizes the following budget line transfers to cover expenses incurred in 2024:

Transfer \$1890.00 from Professional Services, to Rent Expense
Transfer \$90.00 from Travel, to Postage and Delivery

NOW, THEREFORE, BE IT

RESOLVED, the Town of Hempstead Local Development Corporation hereby authorizes the above outlined budget line transfers for the 2024 Budget.

Adopted: 1/21/25

(ayes)
(nays)

Resolution Number: 006-2025 LDC

Vice/ Acting Chairman, Thomas Grech

Confidential Evaluation of Board Performance Summary 2024 – TOH LDC

Criteria	Agree	Somewhat Agree	Somewhat Disagree	Disagree
Board members have a shared understanding of the mission and purpose of the Authority.	6			
The policies, practices and decisions of the Board are always consistent with this mission.	6			
Board members comprehend their role and fiduciary responsibilities and hold themselves and each other to these principles.	6			
The Board has adopted policies, by-laws, and practices for the effective governance, management and operations of the Authority and reviews these annually.	5	1		
The Board sets clear and measurable performance goals for the Authority that contribute to accomplishing its mission.	5		1	
The decisions made by Board members are arrived at through independent judgment and deliberation, free of political influence or self-interest.	6			
Individual Board members communicate effectively with executive staff so as to be well informed on the status of all important issues.	5	1		
Board members are knowledgeable about the Authority's programs, financial statements, reporting requirements, and other transactions.	6			
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.	4	2		
The Board knows the statutory obligations of the Authority and if the Authority is in compliance with state law.	5	1		
Board and committee meetings facilitate open, deliberate and thorough discussion, and the active participation of members.	6			
Board members have sufficient opportunity to research, discuss, question and prepare before decisions are made and votes taken.	5	1		
Individual Board members feel empowered to delay votes, defer agenda items, or table actions if they feel additional information or discussion is required.	6			
The Board exercises appropriate oversight of the CEO and other executive staff, including setting performance expectations and reviewing performance annually.	5		1	
The Board has identified the areas of most risk to the Authority and works with management to implement risk mitigation strategies before problems occur.	5		1	
Board members demonstrate leadership and vision and work respectfully with each other.	6			

Name of Authority: TOWN OF HEMPSTEAD LOCAL DEVELOPMENT CORPORATION

Date Completed: 1/3/25 -MJ

**Town of Hempstead Local Development Corporation
Individual Board Member Evaluation Form
2024 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
Thomas Grech
Dr. Eric C. Mallette
Jack Majkut
Robert Bedford
Jerry Kornbluth, Ph.D
Jill Mollitor
Guy Savia

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
350 Front Street
2nd Floor, Courtroom
Hempstead, New York 11550
December 17, 2024

10:30 AM (or after the conclusion of the IDA Meeting)

Agenda: Consideration and Adoption of 2025 LDC Meeting Schedule, Confidential Board Member Evaluation Forms Distributed, Consideration of a Salary Increase for Frederick Parola , Consideration of a Salary Increase for Edie Longo , Consideration and Re-Adoption of the LDC Sexual Harassment Policy, Consideration and Adoption of the 2025 LDC Contract with Sheehan and Co. for preparation of the 2024 Audited Financials & PARIS Review ,Consideration and Adoption of the 2025 LDC Contract with Giovatto for Website Hosting and Maintenance, Consideration and Re-Adoption of the LDC Standard Project Procedures, Consideration and Re-Adoption of the LDC Record Retention and Disposal Policy, Consideration and Re-Adoption of the LDC Record Retention and Disposal Officer, Informational Update on the joint effort between the TOH LDC and the Department of Occupational Resources, to assist in Career Planning, Occupational Skills, Training Programs, Career and Computer skills workshops and other job training programs available to the residents of the Town of Hempstead, Consideration and approval of the Minutes of October 22, 2024,
Financial Statements & Expenditure List: October 16, 2024 –December 10, 2024

Those in Attendance: Thomas Grech, Vice Chairman
Eric Mallette, Treasurer
Jack Majkut, Secretary
Jerry Kornbluth, Member
Robert Bedford, Member
Jill Mollitor, Member
Robert Bedford, Member

:

Also in Attendance: Frederick E. Parola, CEO
Edie Longo, CFO
Arlyn Eames, Deputy CFO
Michael Lodato, Corporate Administrator
Laura Tomeo, Deputy Corporate Administrator
John E. Ryan, Esq., Corporation Counsel
T. Barry Carrigan, Esq., Bond Counsel
Paul O'Brien, Esq., Bond Counsel

The Chairman confirmed a Quorum. The Meeting was called to order at 11:05 AM

Consideration and Adoption of a 2025 LDC Meeting Schedule: Robert Bedford made a motion to adopt the 2025 LDC Meeting Schedule. This was seconded by Eric Mallette. All were in favor. Motion carried.

Confidential Board Member Evaluations:

The Board was given their Confidential Board Member Evaluations to be completed and returned to the Corporation at their earliest convenience.

Consideration of a Salary Resolution for Frederick Parola: Robert Bedford made a motion to adopt a 3% Salary increase for Frederick Parola. This was seconded by Eric Mallette. All were in favor. Motion carried. Effective January 1, 2025.

Consideration of a Salary Resolution for Edie Longo: Robert Bedford made a motion to adopt a 3% Salary increase for a for Edie Longo. This was seconded by Jerry Kornbluth. All were in favor. Motion carried. Effective January 1, 2025.

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

Consideration and Adoption of the 2025 Contract with Sheehan and Co. for the 2024 Audited Financials & PARIS Review: Jerry Kornbluth made a motion to adopt the 2025 contract for Sheehan and Co. as the financial auditors for the 2024 Audited Financial Statements for an amount not to exceed \$11,800.00. This was seconded by Robert Bedford. All were in favor. Motion carried.

Consideration of the 2025 Contract with Giovatto Agency for Website Hosting and Maintenance: Robert Bedford made a motion to adopt a resolution hiring Giovatto Agency for the LDC Website Hosting and Maintenance for 2025 for an amount not to exceed \$5,000.00. This was seconded by Eric Mallette. All were in favor. Motion carried.

Consideration of the LDC Standard Project Procedures: Robert Bedford 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 Record Retention and Disposal Policy: Jill Mollitor made a motion to re-adopt the LDC Record Retention and Disposal Policy as presented by the Finance/Investment Committee. This was seconded by Thomas Grech. All were in favor. Motion carried.

Consideration and Re-Adoption of the LDC Record Retention and Disposal Officer: Jerry Kornbluth made a motion to adopt a resolution appointing Arlyn Eames as the LDC Record Retention and Disposal Officer. This was seconded by Jill Mollitor. All were in favor. Motion carried.

Informational Update on the joint effort between the TOH LDC and the Department of Occupational Resources, to assist in Career Planning, Occupational Skills, Training Programs, Career and Computer skills workshops and other job training programs available to the residents of the Town of Hempstead: The Board was presented with the report on the joint effort between DOOR and the Town of Hempstead LDC. There were no comments.

Minutes of October 22, 2024: The board was furnished with a copy of the October 22, 2024, Board Meeting Minutes. Eric Mallette made a motion to waive the reading of the minutes and adopt the minutes. This motion was seconded by Jerry Kornbluth. All were in favor. Motion carried.

Treasurer's Report: The board was furnished with the Financial Statements and Expenditure List for October 16th, 2024 –December 10, 2024. Eric Mallette advised the board that all finances were in order.

With all business concluded, Robert Bedford made a motion to close the meeting. This was seconded by Jerry Kornbluth. All were in favor. Motion carried. The meeting closed at 11:15 am.

Jack Majkut
Secretary
January 21, 2025

10:56 AM

Town of Hempstead Local Development Corporation

Account QuickReport

As of January 14, 2025

01/14/25

Accrual Basis

Type	Date	Num	Name	Memo	Split	Amount	Balance
200 - Cash							18,074.07
200-33 - Bank of America Checking -6632							18,074.07
Check	12/13/2024	5325	Edie Longo	LDC Part Tim...	-SPLIT-	-497.46	17,576.61
Check	12/13/2024	5326	Frederick E. Parola	LDC Part Tim...	-SPLIT-	-1,984.73	15,591.88
Check	12/13/2024	Electr...	Paychex	Payroll Fee 12...	2100-01 - PAY...	-62.82	15,529.06
Check	12/13/2024	Electr...	Bank of America	Payroll Taxes ...	-SPLIT-	-1,261.28	14,267.78
Check	12/18/2024	1556	WB Mason	Order S14920...	-SPLIT-	-449.09	13,818.69
Check	12/27/2024	5327	Edie Longo	LDC Part Tim...	-SPLIT-	-891.51	12,927.18
Check	12/27/2024	5328	Frederick E. Parola	LDC Part Tim...	-SPLIT-	-1,859.02	11,068.16
Check	12/27/2024	Electr...	Paychex	Payroll Fee for...	2100-01 - PAY...	-62.82	11,005.34
Check	12/27/2024	Electr...	Bank of America	Payroll Taxes ...	-SPLIT-	-1,334.71	9,670.63
Check	12/31/2024	1557	Arlyn Eames	10/1/24 - 12/3...	522-15 - Profes...	-35.60	9,635.03
Check	12/31/2024	1558	Michael Lodato	10/1/24 - 12/3...	522-15 - Profes...	-1,879.92	7,755.11
Check	12/31/2024	1559	Laura Tomeo	10/1/24 - 12/3...	522-15 - Profes...	-817.35	6,937.76
Transfer	1/6/2025			Funds Transfer	200-34 - Bank o...	20,000.00	26,937.76
Check	1/6/2025	1560	TOH Industrial Devel...	Rent, Postage...	-SPLIT-	-11,804.92	15,132.84
Check	1/10/2025	Electr...	Paychex	Payroll Fee for...	2100-01 - PAY...	-223.32	14,909.52
Check	1/10/2025	Electr...	Bank of America	Payroll Taxes ...	-SPLIT-	-1,284.80	13,624.72
Check	1/10/2025	5329	Edie Longo	LDC Part Tim...	-SPLIT-	-641.57	12,983.15
Check	1/10/2025	5330	Frederick E. Parola	LDC Part Tim...	-SPLIT-	-1,853.95	11,129.20
Total 200-33 - Bank of America Checking -6632						-6,944.87	11,129.20
Total 200 - Cash						-6,944.87	11,129.20
TOTAL						-6,944.87	11,129.20

10:56 AM

01/14/25

Accrual Basis

Town of Hempstead Local Development Corporation

Account QuickReport

As of January 14, 2025

Type	Date	Num	Name	Memo	Split	Amount	Balance
200 · Cash							2,003,128.14
200-34 · Bank of America Savings -3706							2,003,128.14
Transfer	1/6/2025			Funds Transfer	200-33 · Bank o...	-20,000.00	1,983,128.14
Total 200-34 · Bank of America Savings -3706						-20,000.00	1,983,128.14
Total 200 · Cash						-20,000.00	1,983,128.14
TOTAL						-20,000.00	1,983,128.14