

TOWN OF NORTH HEMPSTEAD
COMMUNITY DEVELOPMENT AGENCY
May 31, 2023 BOARD MEETING MINUTES

Call to Order

Chairperson Jeffrey M. Greilsheimer of the Town of North Hempstead Community Development Agency (the “Agency”) called the meeting to order at 7:53 PM.

Attendance

Board Members present:

Jeffrey M. Greilsheimer

Ralph J. Kreitzman

Dolores Sedacca

Agency staff present:

Rosemary A. Olsen, Executive Director (ED)

Joseph Santamaria, Assistant Executive Director/Project Manager (AED)

Patrice P. Allen, Administrative Assistant

Yael Spitzer, Deputy Town Attorney

Minutes of Meeting Held on March 8, 2023

Upon the motion of Ms. Sedacca and seconded by Mr. Greilsheimer, the minutes of the meetings held on March 8, 2023, were accepted.

Executive Director’s Report

The Executive Director’s Report consisted of the following:

Community Development Block Grant (“CDBG”) Program:

The Agency administers CDBG funding for the unincorporated areas of the Town. HUD allocates funding to Nassau County on a formula basis for municipalities that have signed a cooperation agreement for the Nassau Urban County Consortium. All Towns, Cities, and Incorporated Villages in Nassau County are welcome to sign the cooperation agreement with the OCD. The CDBG program is intended to provide a

suitable living environment, decent housing, and expanding economic opportunities for low to moderate-income persons. Funds are allocated based on how funding may be used to further the Nassau County Five-year Consolidated Plan goals. For further information, go to:
<https://www.nassaucountyny.gov/1524/Community-Development>.

Nassau County provided the Town with a Notice of Cooperation Renewal. There is no need to do anything to remain as members. OCD prepared the 49th-year funding plan. Non-participating Villages may join the Consortium at this time.

They are recommending funding our CDBG request for \$800,000. In addition, our HOME Assistance Partnership grant request of \$250,000 per unit for Scattered Sites Workforce Housing Phase III is under review and consideration.

Affirmatively Furthering Fair Housing, Equity, and Inclusion (Town-wide project):

Title VIII of the Civil Rights Act of 1968, known as the [Fair Housing Act](#), requires HUD and recipients of federal funds from HUD to affirmatively further the policies and purposes of the Fair Housing Act, also known as “affirmatively further fair housing” or “AFFH.” The obligation to affirmatively further fair housing requires recipients of HUD funds to take meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics, which are: Race, Color, National Origin, Religion, Sex (including gender, gender identity, sexual orientation, and sexual harassment), Familial Status, and Disability.

Generally, in administering programs and activities relating to housing and community development, the federal government, HUD, and its recipients must:

- *Determine who lacks access to opportunity and address any inequity among protected class groups*
- *Promote integration and reduce segregation*
- *Transform racially or ethnically concentrated areas of poverty into areas of opportunity*

Nassau County adopted the Nassau County Consortium Five-Year Plan for HUD CDBG, HOME, and ESG Grant Funding (2020-2024). They also adopted the Fair Housing Assessment (the Analysis of Impediments to Fair Housing Choice). As a result, the Agency must prepare and submit a Fair Housing Activity Statement for each annual application for CDBG funds. To receive funds, the Agency is obligated to form a Fair Housing Committee to respond to help prepare the statement. It should cover the activities of the Town, Agency, and Housing Authority. The County FHAS Report template is more extensive due to the new plan, the Garden City fair housing lawsuit settlement, and outstanding fair housing complaints filed with HUD.

OCD approved the Agency’s Fair Housing Activity Statement. We met with the Town’s 311 Department Staff in March, and they agreed to add us to their system for fair housing and other complaints. In addition, we met with Ian Wilder from Long Island Housing Services (“LIHS”), HUD, OCD-funded nonprofit fair housing agency, and HUD-certified housing counseling agency. He agreed to accept referrals for housing discrimination complaints, foreclosure prevention counseling, and eviction prevention counseling for the Town. LIHS retains some cases and refers others to the best-qualified organization for assistance.

Operations:

Nassau County Office of Community Development (“OCD”): Agency’s chart of account funding commitment balance as of March 31, 2023, is \$1,550,425.69 for contracts through the 48th program year. In addition, we have funding commitments for \$778,607.41 for CDBG-CV, CDBG-TOD, and CDBG-HOA grants. A summary of other grants awarded and underway is discussed at the end of the report.

Agency’s cash balances as of May 24, 2023

TD Bank –Lump Sum Checking Account - \$306,986.98

TD Bank – Payroll Account – \$ 10,025.95

Valley National Bank-Program Income Account - \$ 46,193.18 *(as of 4/3/23)*

Agency cash deposits:

Harris Beach PLLC Escrow Account Various Matters: \$34,125.00 *(as of 3/3/23)*

Banking Update:

We are still in the process of setting up an account at Flushing National.

Other grants awarded and underway:

Grant Name	Agreement No.	Funding Source	Grant Amount	Match Amount	Total Project Budget	Project Period
US EPA New Cassel Brownfields Multipurpose Project	BF 96242300-0	Federal – US EPA	\$800,000	\$40,000	\$840,000	10/1/2021-9/30/2026
NYS DOS – New Cassel BOA Market	19-BOA-16 (LI)	State – NYS Department of State	\$126,000	\$14,000	\$140,000	6/1/2020-5/31/2025

Analysis and Site Reuse Study						
NY Main Street Building Renovation Grant – Prospect Avenue	SHARS ID: 20210423	State - Housing Trust Fund Corporation, a subsidiary of the NYS Housing Finance Agency	\$295,000	\$92,500 ¹	\$387,000	4/26/2022-1/31/2024
NYS DOS – New Cassel BOA Predevelopment Connectivity, Wayfinding, & Resiliency Project	C10002317 CFA # 121709	State – NYS Department of State	\$450,000	\$50,000 ²	\$500,000	
Restore NY Funding		State – Empire State Development Corp	\$1,265,000	\$1,644,442 ³	\$2,909,442	
Lead Service Line Replacement Program (LSLRP)		State – NYS Department of Health	\$611,363	0	\$611,363	
Totals			\$2,936,000.00	\$1,644,442.00	\$4,776,442.00	

The LSLRP balance available is \$286,457.33 (as of 3/3/2023)

State of New York Authority Budget Office (“ABO”): *No Change*

The Agency is an urban renewal agency formed under New York State General Municipal Law for the Town of North Hempstead. New York State has determined that the Agency is a public authority and is subject to reporting in PARIS to the New York State Authorities Budget Office.

The Agency Board reviewed policies at the February meeting. Resolutions on the March 8, 2023 meeting include additional required resolutions.

The Agency Website and other operational items: *No Change*

¹ Match requirement can be met with owner’s contribution, CDBG commercial rehab funding, and MTA Third Track Grant.

² This grant is being matched with funding from the EPA Multipurpose grant. Community facilitation and engagement match of \$25,000 from CDBG.

³ The match requirement is 10% of the grant = \$126,500. However, this grant is being matched with the property value (acquisition), HOME funds, and EPA funds.

The ED secured one proposal for website design. The CDBG program management software inquiries were started, but the current market is currently overwhelmed due to the volume of federal funding programs currently being distributed for pandemic relief.

New Cassel Urban Renewal Plan:

Since its inception, the Agency has been transforming blighted and underinvested low-income neighborhoods in the Town by leveraging federal and state grants. Past projects include the Spinney Hill neighborhood in Great Neck/Manhasset and the Roslyn Heights neighborhood near the Roslyn railroad station. In addition, the Agency has been transforming the hamlet of New Cassel following plans laid out by the Town for over 20 years.

The Agency follows the New Cassel Urban Renewal Plan, Shared Vision for New Cassel, and the New Cassel Brownfields Opportunity Area ("New Cassel Visioning"). North Hempstead Planning Department has led the planning efforts for the New Cassel Vision, which the Town Board has adopted with copies located at: <https://northhempsteadny.gov/New-Cassel-Community-Visioning>.

US Environmental Protection Agency (EPA) Multipurpose Grant (URA project) BF 96242300-0:

The Agency's ED applied for and was awarded a very competitive EPA Multipurpose Grant. The EPA Multipurpose Grant is an \$800,000 grant award for five years to help pay for environmental assessments and clean-up on municipally owned properties in New Cassel. The project is a cooperative effort with the Town Planning Department.

Neal Stone from TONH Planning prepared an RFQ for consultant teams posted on our website. We forwarded the RFQ to the Agency's Board Members. It was advertised in Newsday, the NYS Contract Reporter, and forwarded to environmental consulting firms. It is available at <https://northhempsteadny.gov/CDA-RFPs>

https://northhempsteadny.gov/filestorage/16255/16934/16976/ToNH_CDA_EPA_DOS_RFQ.pdf.

The RFQ responses will be reviewed, and a list of qualified firms will be established.

The EPA Brownfields Technical Assistance Market Study prepared by Vita Nuova was presented to us. Copies of the final report were sent to us as well.

New York State Department of State New Cassel BOA Market Analysis and Site Reuse Study (CFA Grant 2019) (URA project):

The Agency's ED applied for, and the Agency was awarded a competitive NYS DOS Brownfields Opportunity Area Grant in the NYS Consolidated Funding Application Round in 2019 for \$126,000. The grant is to conduct a market study to determine commercial reuse for blighted and underutilized properties in New Cassel. This project is a cooperative effort with the Town Planning Department. The survey results can be viewed at:

https://northhempsteadny.gov/filestorage/16257/17126/New_Cassel_Survey_Results_2021.pdf

The Agency is in contract with BRS, Inc., the consultant selected to undertake the market study.

New Cassel US EPA Brownfields Assessment Grant (URA project): No Change

The Town Planning Department applied for and was awarded a competitive US EPA Assessment Grant for the New Cassel hamlet. The purpose of the grant is to complete environmental assessments (Phase I and Phase II) of vacant and underutilized properties to advance clean-up and redevelopment. In addition, the grant requires public outreach and input for the project, which was completed in the summer of 2021. For more information, go to Brownfields Project 2021 at <https://northhempsteadny.gov/New-Cassel-Community-Visioning>.

The summary from the Brownfields workshop in the summer and the survey results can be viewed: https://northhempsteadny.gov/filestorage/16257/17126/New_Cassel_Survey_Results_2021.pdf.

Funding was used to help with assessments and related work at the Agency's priority redevelopment sites. AKRP, TONH Brownfield consultant, is finalizing site investigation work for the Workforce Scattered Site properties. They provided structural engineering reports for 184 Catherine and 212 Sheridan properties. In addition, funding was used for 746 Prospect Avenue, Westbury, and the adjacent vacant lot. Neal Stone will close out this grant in the first quarter of 2023.

New York Main Street Grant Application (NYMS SHARS ID #20210423) (CFA Grant 2021) (URA project):

The Agency applied for, was granted, and completed a competitive New York Main Street Technical Assistance Program grant (NYMS-TA - SHARS ID 20180113 -CFA 2019) for \$20,000 from the New York Housing Trust Fund Corporation (HTFC). The project funded New Cassel Building Feasibility Analysis & Design Guidelines – Prospect Avenue Corridor Design Guidelines. We procured a design professional who completed the design guidelines and façade handbook.

The Agency's ED applied for competitive grant funding to assist in renovating commercial and mixed-use buildings on Prospect Avenue based on these guidelines. The New York Main Street program awarded \$295,000 in grant funds for building renovations on Prospect Avenue from the Regional Economic Development Council 2021 competitive funding round.

NY Main Street funding is restricted to low-income neighborhoods based on criteria set by New York State. Therefore, New Cassel is the only eligible census area in North Hempstead.

The State approved the environmental review. The Agency met with our consultant Vision Accomplished today to discuss the process.

Commercial Rehabilitation and the Sign & Awning Program:

LIRR Third Track Community Benefits program:

The Town applied for LIRR Third Track Community Benefits program funding grants to small businesses for exterior building improvements. The program is restricted to small businesses located in areas impacted by construction closures due to the Third Track project. The LIRR requires the Town to pay the contractor directly for work completed on participating commercial buildings. The Town has asked the Agency to undertake this activity in coordination with the Town. The eligible areas are Union and Prospect Avenues in the New Cassel hamlet, Westbury Avenue in the Carle Place hamlet, and Jericho Turnpike in the Garden City Park hamlet. In addition, incorporated Villages received their own Community Benefits funding.

The Agency met with Vision Accomplished, the commercial rehabilitation consultant, to review the proposed business process.

New Cassel Urban Renewal Area Developments

The Vision Plan for New Cassel called for redeveloping vacant and underutilized brownfield sites to revitalize the community economically. Properties that were off the tax rolls were redeveloped into a mix of commercial and residential uses. Housing is being created for a mix of income levels, including affordable housing. Both rental and ownership housing is being created for families and seniors. Commercial development includes businesses not otherwise available in the community, such as grocery stores, service providers, and professional offices.

Site A: Blue Cassel Development 701 Prospect Avenue, Westbury:

Gateway Apartments is a 37-unit mixed-use and mixed-income family apartment community developed, owned, and operated by the Bluestone Organization. This rental community was developed as a transit-oriented development with federal and state housing funds, low-income housing tax credits, and other financial assistance.

The ED met with the property manager, new superintendent, and other maintenance staff to walk through the building and discuss the next steps. The ED sent the ownership and staff a letter regarding the needed and recommended upgrades.

Site C: RSDK Dental Office(“RSDK”), 822 Prospect Ave, Westbury- No Change

This mixed-use building includes a commercial condominium and a residential condominium. The residential condominium is a 26-unit affordable family rental housing development.

RSDK Dental Office purchased the commercial condominium. RSDK is doing business as Molar-to-Molar Dentistry. The Agency provided RSDK Dental with an economic development loan to acquire the condominium unit. RSDK Dental developed and now operates a minority/woman-owned dental practice with six chairs and State of the art dental equipment. In addition, RSDK Dental is leasing a subdivided space to Brigitte Hair Design, a minority/woman-owned hair salon. Both businesses opened during the COVID-19 pandemic.

The Town prepared a Small Business Spotlight for Molar to Molar, which can be viewed here:
<https://www.northhempsteadny.gov/smallbusinessspotlight:>

Site D: 839 Prospect Ave, Westbury - 18 mixed-income family rental apartments - No Change

The developer completed construction within the last ten (10) years. The development was completed with CDBG and HOME grants, a land subsidy from the Agency, and other financial assistance.

The property was sold to a new owner who retains the affordability restrictions. According to Nassau County, the property complies with the HOME program. In addition, the Agency assisted the prior property owner in applying for rental arrears through the ERAP program.

Site H: Demonstration Project – 821 Prospect Avenue: - No Change

Site H is a mixed-income and mixed-use development. Nu-Cassel Pharmacy is an owner-operated pharmacy that owns one commercial condominium. A local retailer owns the other commercial condominiums. The residential development includes seven duplexes that are owner-occupied with a tenant. The owners were first-time homebuyers.

Site I– Rose Place (aka Sohmer Place) 11 Townhouses and Roadway: - No Change

Site I was developed with eleven affordable three-bedroom (11) townhouses on subdivided lots. All eleven homes were sold to affordable first-time homebuyers at or below 80% of HUD Nassau/Suffolk Area Median Income. The homes were sold as they were completed from 2017 through 2020. Long Island Housing Partnership (LIHP) provided technical assistance (TA) to the Agency. Technical Assistance included marketing and outreach following a Fair Housing Marketing Plan, receiving applications, and conducting a lottery. In addition, LIHP processed the applications and provided applicants with pre-purchase homeownership counseling, mortgage application assistance, and other housing counseling. They also applied for and administered a New York State Housing Finance Agency downpayment assistance grant for each homeowner.

The Developer and Town staff continue communicating about Rose Place Road's dedication.

Site M- 985-987 Prospect Avenue, Mixed-Use Redevelopment on Northwest Corner of Prospect and Brooklyn Avenue: - No Change

The Agency owns and assembles a vacant property currently planned for a mixed-use development. The property is currently off the tax rolls.

Euroamerican Funding is the selected developer who proposed mixed-use development. The project includes ten (10) senior housing units (at least six affordable) above an urgent medical care center and credit union micro-teller. Town Board and Board of Zoning Appeals approvals were secured in 2018. Nassau County Industrial Development Agency (IDA) financial assistance preliminary resolution was also secured. Unfortunately, development activity slowed before and during the COVID-19 pandemic.

The Chief Deputy Town Attorney has started the review of the redevelopment contract. He contacted the developer's land use attorney. The Agency staff met with Rich Yevoli from

Euroamerican last week. He remains interested in the development if they can build the 15-unit senior residential option from our RFP. Although they submitted residential DOB application(s) for permits in 2022, permit fees are due payable, and omissions and application fees must be addressed. The Agency awaits receipt of developer's permits, revised proforma, funding commitments, and other related items.

746 Prospect Avenue, Westbury, New York (URA Project) - No Change

This property is a mixed-use building that was in foreclosure and extremely blighted. The Agency acquired the building from the owner in April 2020 during the COVID-19 pandemic. The retail store is vacant, and a family lives upstairs in a rental apartment. The building was constructed in approximately 1935 and has primarily served as a deli and apartment. The Town's EPA Brownfields Grant has enabled us to complete Phase I and Phase II environmental assessments. Work included removing the abandoned oil tank. In addition, the renovation of this property was included in the NY Main Street Renovation Grant.

The plumber found and corrected shower body plumbing leaks to the lower level (from the second-floor apartment). Some tub caulking will be needed soon.

North Hempstead Scattered Site Affordable Workforce Housing Program (town-wide program in unincorporated areas)

The Agency acquires blighted and abandoned residential properties (zombie homes) to redevelop as affordable homes. The properties we acquire have multiple barriers to redevelopment by the private market. Project completion involves an investment of time and resources to redevelop these properties. We try to improve the neighborhood or block while creating affordable housing primarily for first-time homebuyers.

Scattered Site Affordable Workforce Housing Program Phase III:

212, 242 Sheridan Street & 184 Catherine Street/Catherine Street Vacant Lot:

This property is a vacant and abandoned home in foreclosure. The prior owner had a reverse mortgage and did not pay tax arrears. The house was badly damaged by fire and has been unoccupied for years. It is next to two homes we recently developed and sold to first-time homebuyers. The Agency is acquiring the property by eminent domain as the mortgage and escrow balance far exceeds the home's appraised value.

The Agency applied for \$750,000 in HOME funds from Nassau County and was listed as an application under review in the Action Plan. We just provided them with additional information. The Agency also paid the vesting order cost for the 212 Sheridan and 184 Catherine Street properties.

Prospect Avenue Streetscape:

Boulevard Banner Program - No Change

The Agency had previously installed streetlamp banners that were faded, missing, or torn, leaving a poor appearance of the Prospect Avenue Corridor. In addition, approximately 32 banner arms were missing or broken. The Agency worked on redesigning the banner using photographs of the original artwork from the Arts-Build project. The Arts Build project was a mural that was the work of Westbury High School students. The Agency procured a design professional to assist in the banner project. The selected design professional is Piscatello Design Center <https://piscatello.com> ("Piscatello"), a boutique graphic design firm for the creative industry. Piscatello Design Center designed new banners inspired by the Arts-Build student artwork. Russell Lippai, the TONH photographer, took digital photographs of the original artwork. In addition, the Agency procured a banner fabricator and a banner installation contractor. The banner arms were replaced with a double banner pole option that is easier and less expensive to replace.

The AED fixed loose banners this week. The Agency will work with the highway department to reinstall the balance of banners.

Downtown Area Maintenance and Enforcement Committee :

The Downtown Area Maintenance and Enforcement Committee meets about twice a month. The Committee was formed to address the ongoing concerns on Prospect Avenue. Concerns raised include sanitation collection, litter, maintaining medians/sidewalks, trees and tree wells, code enforcement, parking enforcement, and working with the merchants/property owners. Prospect Avenue is starting to look better.

The Highway Department re-stripped Prospect Avenue and cleaned up all the medians. Prospect Avenue is looking a lot cleaner.

Rose Ribbon Park and Parking Lot - No Change

Rose Ribbon Park is located on the south side of Prospect Avenue between Brook Street and Sohmer (formerly Rose). The Agency acquired and assembled property providing parking and a park on the west end of Prospect Avenue. The park and parking lot were built with HUD Economic Initiative Grant funding (EDI) as a cooperative effort of the Agency, Planning, DPW, and Parks. The Agency has retained property ownership as New Cassel is being revitalized. The Parks Department maintains the property. Recent improvements by the Agency include planting trees in the rear of the lot and upgrading and extending the irrigation system.

Rose Ribbon Kiosk - The park portion of the property includes a backlit kiosk recently rehabbed in-house by the Agency's AED. The Planning Department has prepared a business directory for the kiosk. In addition, the Agency, Planning, and The Yes We Can Community Center use the kiosk to hang posters announcing upcoming events and programs.

New Cassel Gateway Signs and Historical Markers - No Change

The Agency recently installed gateway signs and historical markers planned in the Vision for New Cassel. The first historical marker is located at Cantiaque Rock, the historical dividing line between North Hempstead and Oyster Bay. The second marker was based on historical research conducted by local elementary school students about the naming of New Cassel. New York State Education Department recognized these students.

Yes We Can Community Center (YWC Center or Center) (URA Project)

YWC Center Security Camera Upgrades

The Agency has provided a grant to the Center to upgrade the security camera system. Phase I of the project is installing additional security cameras and new digital recorders. The project was funded in the 46th and 47th year CDBG budgets.

The Agency received the elevator camera quote today.

YWC Center HVAC Upgrades

The Agency received COVID-19 funding for HVAC upgrades at YWC Community Center, Roslyn Community Center, and Landmark on Main Street.

Progress is underway in addressing the outstanding issues for the building management system and the HVAC equipment. AED will brief at the meeting.

High Opportunity Area (HOA) CDBG Housing Incentive Grant: No Change

The Agency applied for and received an HOA CDBG grant to acquire property for affordable housing in a high-opportunity area. As a result, we identified an abandoned and foreclosed home in Garden City Park that we would like to acquire and rebuild to be sold to a first-time homebuyer. The acquisition process is underway. In addition, we ordered an appraisal update.

The attorneys are starting on the acquisition of this property.

Residential Lead Service Line Replacement Program (LSLRP) Grant (Town-wide, including Incorporated Villages): No Change

The Lead Service Line Replacement Program is an NYS Department of Health (NYSDOH) grant-funded program established under New York's Clean Water Infrastructure Act (ACT) of 2017. The Act amended the Public Health Law to require NYSDOH to implement a residential Lead Service Line Replacement Program. The DOH predetermines the eligibility of municipalities for funding based on a formula. The Town was identified based on criteria contained in the Act. As a funded and mandated program, the Town requested that the Agency implement the program on its behalf. This grant is multi-year, totaling \$611,363.

Lead service lines were installed in homes prior to 1939. Initially, the Agency outreached to all water districts to make them aware of the program. As per Policy Map data, Williston Park and surrounding neighborhoods have the highest risk of lead exposure in the Town.

The doorknocker has been printed and is ready for distribution. The website landing page and application have been redesigned and should go live this week.

General LSLRP Applicant Status: No Change

The Agency will be issuing a contract with Lakeville Manhasset Water District to facilitate the completion of a project at one home. In addition, our grant program is gaining more traction as water providers are mandated to complete a service line inventory.

As of Date	Received	Pending Approval	Pending Approval	Applicants Not Eligible/Not responding	Approved, pending permits, approvals, insurances, and other	Completed
2/15/23	66	0	42	23	1	40

Community Connections - New Cassel and Westbury Farmer's Market Programs: No Change

Community Connections, a not-for-profit organization, operates a youth-led seasonal farmer's market on Prospect Avenue in New Cassel and the Village Square in Westbury. This project is part of an initiative started by Sustainable Long Island to bring Long Island Farm fresh produce to low-income communities in Nassau and Suffolk County to be sold by community-based organizations as a job training program for disadvantaged youth. Community Connections is a successor organization to Unified New Cassel Community Revitalization Corporation.

The Farmer's Market has been open this summer. It is due to close at the end of October.

Westbury EOC / Head Start Program, 163 Hopper Street: No Change

The Agency never heard back from the Housing Authority or EOC on the expansion project.

Leadership Training Institute (LTI): Safe Places at Roslyn Community Center- No Change

LTI is a regional not-for-profit organization. LTI operates an after-school learning program and summer camp for disadvantaged students from the Roslyn School District as a subrecipient of the Nassau County Youth Board. Many of these students reside in Laurel Homes and Roslyn Plaza Gardens, two low-income housing tax credit developments adjacent to the community center. LTI also operated the Wages Program. Wages is a program designed to assist at-risk and economically disadvantaged adults entering the workforce.

LTI received a grant to assist minority young adults in Roslyn Heights, New Cassel, and Hempstead achieve financial goals. It is a pilot program to close the minority generational wealth gap through workshops and financial coaching. They have asked us to help them identify potential applicants for this year's class.

Landmark on Main Street: - No Change

The ED has communicated with the new staff and will be meeting soon.

North Hempstead Cultural Arts Masterplan ("Cultural Arts Plan") - No Change

Because of the decline of retail commerce in downtowns, the Town Planning Department has looked at Arts and Culture as an activity that can help activate declining downtowns throughout the Town. This project originated as one of the action items in the New Cassel Vision Plan. In addition, the New Cassel Brownfields Opportunity Area Plan called for creating the Cultural Arts and Commerce Plan. As a result, the Town received funding to create a town-wide Cultural Arts Plan. More information about the Cultural Plan can be found at: <https://northhempsteadny.gov/culturalplan>.

The Agency will reference the Cultural Arts Masterplan in our Request for Proposals, including plan elements when applicable.

US Treasury Emergency Rental Assistance Program ("ERAP")

The Town of North Hempstead (the "Town") approved the selection of the Community Development Corporation of Long Island, Inc. ("CDCLI") as the community-based organization ("CBO") undertaking

the marketing and outreach of the Town's ERAP program. The Town approved the Agency as the Town's administrator of the CBO contract. The Town and the Agency joined with the Nassau County Office of Community Development ("OCD") to coordinate the selection process for the Community Based Organization through a Notice of Funding Availability process.

The Town has subsequently been notified that additional funding will be available for the ERAP program.

Municipality	Round 1 Allocation	Round 2 Allocation	High Need Allocation	Total	10% - Local Share for Outreach, etc.
Nassau County	\$1,798,077.50	\$1,422,734.60	\$3,459,037.40	\$6,679,849.50	\$667,984.95
North Hempstead	\$6,849,809.30	\$5,419,933.50	\$0.00	\$12,269,742.80	\$1,226,974.28

The NYS application portal was closed by New York State on January 20, 2023. The State's contractor is evaluating existing applications for funding. Tenants and landlords can submit additional information in support of their grant application. Our community outreach program currently assists tenants and landlords in completing application submissions.

Zip Code		Rent Arrears Count	Prospective Arrears Count	Utility Arrears Count
11001	Floral Park	20	6	1
11020	Great Neck /Lake Success	32	6	7
11021	Great Neck/ Great Neck Plaza	99	47	20
11023	Great Neck	71	24	13
11024	Great Neck / Kings Point	26	15	5
11030	Manhasset / Plandome	60	20	3
11040	New Hyde Park / Garden City Park	142	43	15
11042	New Hyde Park	1	1	0
11050	Port Washington /Sands Point	169	70	36
11501	Mineola	176	57	31
11507	Albertson	16	6	1
11514	Carle Place	43	20	8
11547	Glenwood Landing	2	1	1
11548	Greenvale	3	1	0
11568	Old Westbury /Westbury	14	2	1
11576	Roslyn	32	15	5
11577	Roslyn Heights	32	10	9
11590	Westbury / New Cassel	260	81	38
11596	Williston Park / East Williston	32	14	4
Total		1230	440	198

Applications by Zip Codes as of May 16, 2023. The count may include some duplicate applications. The portal is closed to new applications as of January 20, 2023. However, the prospective arrears count increases as pending applications are updated and reviewed.

ERAP Payments to landlords by NYS OTDA May 16, 2023:

New York State Emergency Rental Assistance Program Rent Arrears and Prospective Rent Payments by Jurisdiction through March 1, 2023				
Jurisdiction	Rent Arrears	Prospective Rent		

	Payments	Amount	Average Amount	Payments	Amount	Average Amount	Total Amount Paid	Average Amount
Town of North Hempstead	436	\$7,787,815.40	\$17,861.96	331	\$2,356,399.84	\$7,528.43	\$10,133,506.24	\$21,514.88

New York State Emergency Rental Assistance Program Utility Payments Through May 17, 2023			
Jurisdiction	Utility Payments		
	Payments	Amount	Average Amount
Town of North Hempstead	128	\$177,501.86	\$ 1,386.73

Business and Tourism Development Corporation (“BTDC” or “LCD”)

The BTDC is the Town’s local development corporation. In most jurisdictions, the local development corporations are managed by the Community Development Agencies or the IDAs because they are development agencies. In 2020, the Town asked the CDA Board and Staff to manage the BTDC.

The BTDC has been underutilized over several years but is in good standing. The BTDC is a public authority required to report to the NYS Authorities Budget Office.

The BTDC meeting will follow the Agency’s meeting.

Upon the motion, the Board, the Executive Director’s Report, to the extent of the Members’ knowledge of the events referred to, was accepted and approved unanimously.

Resolutions

RESOLUTION NO. 11

A RESOLUTION ELECTING AND APPOINTING AGENCY OFFICERS

WHEREAS, according to Article II of the By-laws of the Town of North Hempstead Community Development Agency (the “Agency”), the members of the Agency (the “Members”) must elect at its annual meeting a Chairperson, Vice-Chairperson, Treasurer, and Secretary. In addition, the Members may appoint someone as Agency Assistant Secretary.

NOW, THEREFORE, BE IT RESOLVED that the Members elect the following Members to serve as officers of the Agency:

Jeffrey M. Greilsheimer, Chairperson
Rodney A. Caines, Vice-Chairperson
Ralph Kreitzman, Treasurer
Dolores Sedacca, Secretary

BE IT FURTHER RESOLVED, that Patrice P. Allen is appointed to the position of Agency Assistant Secretary and authorized to perform the duties of the Secretary when the Secretary is either absent or unable to perform the duties outlined in the By-laws.

Upon the motion of Ms. Sedacca, seconded by Mr. Caines, the resolution was unanimously adopted.

RESOLUTION NO. 16

A RESOLUTION EXTENDING TIME FOR THE AGENCY STAFF TO USE PAID TIME OFF

WHEREAS, Agency staff have accrued compensated absences (vacation and personal time) above the accumulated allowance in the CSEA contract that ended December 31, 2022. During the COVID-19 emergency, all Agency staff were essential workers remotely and on-site as the Town's Agency managing HUD and ERAP funding. The Executive Director recommends extending the time for staff to use their paid time off.

NOW, THEREFORE, BE IT

RESOLVED, the Members authorize the extension of the use of paid time as follows:

Joseph Santamaria = 29 days
Patrice Allen = 13 days

until December 31, 2023, or as later negotiated in a CSEA agreement; and be it further

RESOLVED, that the Executive Director or any officer of the Agency is hereby authorized to take such action as may be necessary to effectuate the foregoing.

Upon the motion of Ms.Sedacca, seconded by Mr. Kreitzman, the Resolution was unanimously adopted.

RESOLUTION NO. 17

**A RESOLUTION REGARDING PROPERTIES IN THE NEW CASSEL URBAN
RENEWAL AREA**

WHEREAS, several private sector property owners are proposing projects in the New Cassel Urban Renewal area that require variances before the Town of North Hempstead Board of Zoning Appeals or other boards. The New Cassel Urban Renewal Overlay District requires that non-residential and mixed-use projects comply with the New Cassel Vision Plan and the New Cassel Urban Renewal Plan, with the Agency to determine consistency with the Plans.

NOW, THEREFORE, BE IT

RESOLVED, the Agency authorizes the Executive Director and the Assistant Executive Director to prepare comments and /or plan recommendations suitable for each project. Furthermore, the Executive Director may establish a working group of Agency Board members and other Staff to advise and make recommendations. This work would be reported to the Agency Board at its meetings.

BE IT FURTHER RESOLVED, that the Executive Director or any officer of the Agency is hereby authorized to take such action as may be necessary to effectuate the foregoing.

Upon the motion of Mr. Kreitzman, seconded by Mr. Greilsheimer, the Resolution was unanimously adopted.

Adjournment

By unanimous vote, the Members of the Agency adjourned the meeting at 8:35 PM.