

TOWN OF NORTH HEMPSTEAD
COMMUNITY DEVELOPMENT AGENCY
November 20, 2024, 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 3:16 PM.

Attendance

Board Members present:

Jeffrey M. Greilsheimer- *arrived at 4:06*

Dolores Sedacca

Rodney A. Caines

Ralph J. Kreitzman

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 October 26, 2024

Upon the motion of Mr. Kreitzman, and seconded by Mr. Greilsheimer, the minutes of the meeting held on October 26, 2024, 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 of North Hempstead ("TONH"). 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 Nassau County Office of Community Development ("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>.

The Agency received a contract from Nassau County that fully funds our application, as approved by the Agency's Board under Resolution No. 5 (2024). The contract requires technical corrections and adjustments based on Nassau County's requests. Once finalized, it will be submitted to the Deputy Town Attorney for review. Execution by the Supervisor will require approval through a Town Board resolution.

P. Allen and J. Santamaria are scheduled to attend an informational and training session on the Buy America Build America preferences for CDBG and HOME programs on November 21, 2024.

Affirmatively Furthering Fair Housing, Equity, and Inclusion (Town-wide project): *No Change*

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 and 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.

Nassau County is in the process of preparing its 2025–2029 Consolidated Plan and Analysis of Impediments to Fair Housing. The Agency has been invited to participate in Nassau County's Fair Housing Committee as the Consortium's municipal stakeholder. R. Olsen will represent us at the committee meeting scheduled for November 21, 2024, at 11:00 a.m.

Operations:

Nassau County Office of Community Development ("OCD"):

Nassau County Office of Community Development ("OCD") Agency's chart of account funding commitment balance as of 10/3/24 is \$693,016.75 for contracts through the 49th program year. We are timely. In addition, we have funding commitments 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 November 14, 2024:

TD Bank –Lump Sum Checking Account - \$474,508.28

TD Bank – Payroll Account – \$34,318.69

Valley National Bank-Program Income Account - \$181,379.24

Agency cash deposits:

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

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 Analysis and Site Reuse Study	19-BOA-16 (LI)	State – NYS Department of State	\$126,000	\$14,000	\$140,000	6/1/2020-5/31/2025
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 ²	\$387,000	4/26/2022-5/31/2024
NYS DOS – New Cassel BOA Predevelopment Connectivity, Wayfinding, & Resiliency Project	C10002317 CFA # 121709	State – NYS Department of State	\$450,000	\$50,000 ³	\$500,000	Waiting on contract
Restore NY Funding		State – Empire State Development Corp	\$1,265,000	\$1,644,442 ⁴	\$2,909,442	Waiting on contract

HUD EDI Grant – New Cassel Building Renovation Grant		HUD member item	\$450,000	\$0	\$450,000	Waiting on contract
Totals			\$3,386,000.00		\$4,776,442.00	

² Match requirement can be met with owner's contribution, CDBG commercial rehab funding, and MTA Third Track Grant.

³ This grant is being matched with funding from the EPA Multipurpose grant. Community facilitation and engagement match of \$25,000 from CDBG.

⁴ 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.

New Cassel Vision Plan Projects

Development	Description
<i>Site A – Gateway Apartments / Blue Cassel Development, 701 Prospect Avenue, Westbury, NY</i>	Gateway is a 56-unit mixed-use and mixed-income family LIHTC apartment community developed, owned, and operated by the Bluestone Organization with federal and state housing funds, low-income housing tax credits, and other financial assistance http://www.bluestoneorg.com/gateway/ . https://www.apartments.com/gateway-court-westbury-ny/lredq3e/ . Commercial tenants include K & B Department Store, Prospect Seafood & fish, Tiegerman Community Services, Frank’s Barbershop, and New Cassel Dentistry.
<i>Site B- 733-735 Prospect Ave., Westbury, NY</i>	Prospect Heights Westbury is a mixed-use development with 24 family LIHTC rental apartments and two commercial condominiums. Roman Battista developed, owns, and operates a 7,500 sq. ft. Ideal Foodbasket grocery store (www.idealfoodbaskets.com). Worthy Lux is a sportswear and sneaker store (https://worthylux.com/). Ideal Foodbasket and Worthy Lux were acquired with a CDA economic development loan.
<i>Site C – 816-822 Prospect Avenue, Westbury, NY</i>	Site C is a mixed-use building, including a commercial and residential condominium. The residential condominium is a 26-unit affordable family LIHTC rental housing development. RSDK Dental purchased the commercial condominium at 822 Prospect Avenue, Westbury, NY, with a CDA acquisition loan. The business is Molar to Molar Dentistry, a minority and woman-owned dental practice with six chairs and state-of-the-art dental equipment https://mtmdds.com/ . In addition, RSDK Dental is leasing a subdivided space to Brigitte Hair Design, a minority woman-owned hair salon.
<i>Site D - 839 Prospect Ave, Westbury, NY</i>	Site D is an 18-unit mixed-income family rental apartment community. The developer completed construction within the last ten (10) years. The development was subsidized with CDBG and HOME grants, a land subsidy from the CDA, and other financial assistance.
<i>Site E – Cathedral Place, 1020 Prospect Avenue, Westbury, NY</i>	Cathedral Place is a 35-unit affordable family LIHTC developed, owned, and operated by Conifer Real Estate https://coniferllc.com/properties/cathedral-place/ . CDCLI was a non-profit development partner.
<i>Site F – Apex I, 498 Union Ave, Westbury, NY Apex II, 512-514 Union Ave., Westbury, NY</i>	These buildings were built by the Kimmel Housing Development Foundation (KHDF), led by Howard Kimmel, and became affiliated with Selfhelp Community Services in 2013. Apex I Senior Citizens Housing opened in 2003. The 4-story building is a 37-unit low-income senior residence for heads of household over 55. Apex II Workforce Family Housing opened in 2009, offering 35 units to seniors and families. https://selfhelp.net/project/apex-houses-i-ii/
<i>Site G -542 Union Ave., Westbury, NY</i>	This commercial development was purchased by P & L Development LLC as a pharmaceutical distribution center with 65,000 sq. feet. P & L is one of the largest employers in Westbury. www.pldevelopments.com
<i>Site H – Demonstration Project – 821 Prospect Avenue, Westbury, NY</i>	This development is mixed-income and mixed-use. 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. Nu-Cassel Pharmacy and Boost Wireless occupy the commercial condominiums.

Development	Description
<i>Site I– Sohmer Place Townhouses</i>	Cornerstone developed 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. LIHP provided technical assistance, marketing & outreach, pre-purchase selection, and application processing. LIHP staff administered NYS AHC downpayment assistance for each of the homeowners.
<i>Site AA- Gateway Park</i>	The Bluestone Organization developed Gateway Park at the north corner of Prospect Ave and Brush Hollow Road as part of the Site A development and dedicated it to the Town. Gateway Park was improved by murals and mosaics created by artists and students as part of the Arts Build New Cassel project. CDA commissioned a historical marker and installed a welcome to New Cassel sign at the park.
<i>714 Prospect Ave., Westbury, NY - Rose Ribbon Park and Parking lot</i>	CDA acquired and assembled property across the street from Site A. The Town designed and developed a linear park and parking lot with a kiosk funded by a HUD EDI grant. CDA owns the park, which the Town Parks Department maintains. CDA has installed additional plantings and irrigation at the site. The Kiosk was recently rehabbed in-house by the CDA Executive Director.
<i>Site BB – 983 Prospect Ave, Westbury – Swalm St. Park</i>	The Town developed a pocket park in the center of Prospect Avenue on the northwest corner of Swalm St and Prospect Avenue. Inspired by the mosaic work at Gateway Park, an artist created a mosaic fountain.
<i>Site CC – Homestead Senior Apartments, 252 Grand St., Westbury, NY</i>	North Hempstead Housing Authority and Georgica Green developed 77 affordable senior and disabled LIHTC rental units on the old Grand Street School site. The development included additional parking for the Yes We Can Community Center. The CDA had previously acquired the property, which was transferred to the Town and the Housing Authority. US EPA Brownfields funding was for predevelopment site remediation.
<i>Site DD – Urban Avenue underpass</i>	The NYS BOA Nomination Study called for improving the Urban Avenue underpass. The NYS MTA eliminated the grade crossing at Urban Avenue and another at School Street, significantly improving transportation access. A sound barrier wall was installed along the train tracks. This project significantly improved the quality of life for New Cassel, Westbury, and the neighboring Carle Place residents.
<i>141 Garden St., Westbury, NY - Yes We Can Community Center</i>	The Town developed the <i>Yes We Can Community Center</i> on property acquired and assembled by the CDA. The CDA has funded the installation of new security cameras and upgrading the HVAC system. The Town 311 call center is located at the Center.
<i>Workforce Housing Phase I – scattered site owner-occupied</i>	CDA developed affordable single-family homes at 876 Brush Hollow Rd., 1 3rd Street, 816 Brooklyn, and 265 Convert St., Westbury, NY. CDA sold these homes to first-time homebuyers as affordable housing. LIHP provided technical assistance as described in Site I.
<i>Workforce Housing Phase II – scattered site owner-occupied</i>	CDA developed affordable single-family homes at 160 Urban Ave., 205 Urban Ave., 218 Sheridan St., and 220 Sheridan St., Westbury, NY. LIHP provided technical assistance as described in Site I.

Computer Software Update:

The Agency implemented Neighborly, a grant management software that facilitates project-level grant tracking, with a current focus on the residential rehabilitation program. Additionally, The Agency successfully implemented Bigtime Timekeeping software to streamline grant time billing.

Neighborly implementation is still underway. T. Dukes is assisting us with facilitating the completion of Neighborly's implementation of the project's residential and commercial rehabilitation portals.

State of New York Authority Budget Office ("ABO"):

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 ABO budget is on tonight's board meeting agenda.

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 a \$800,000 grant award that will last for five years to help pay for environmental assessments and cleanup on municipally owned properties in New Cassel. The project is a cooperative effort with the Town Planning Department.

The Agency contracted with LiRo-Hill to complete asbestos remediation plans and bid packages for the above properties and 746 Sheridan Street, Westbury, NY. LiRo Hill is close to completing the asbestos abatement projects' plans, specifications, and bid packages. The Agency awaits the EPS's approval of the submitted health and safety plan.

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

BRS, Inc. drafted the Market Feasibility Study. The draft is well done and appears to need minimal revisions. The Agency has a follow-up meeting with BRS to discuss comments on the Marketing Plan, website pages, and marketing sheets. A project steering committee meeting, which includes the DOS Connectivity & Wayfinding and EPA Brownfields Grants, is tentatively scheduled for December 5th. At the meeting, copies of the Marketing Plan will be shared with the Agency's Board.

NYS DOS—New Cassel BOA Predevelopment Connectivity, Wayfinding, & Resiliency

Project: *The Agency applied for and received a competitive grant to develop additional planning and implementation strategies for New Cassel's economic development to further the Vision Plan.*

The Agency contracted with consultants, and the project kickoff meeting was scheduled for November 15th. A steering committee meeting is scheduled for December 5th, which will also cover the Market Study and EPA Brownfields Grants.

Brownfields Steering Committee – Community Engagement for Multiple Grants: No Change

The Agency is planning a steering committee meeting for April.

Commercial Rehabilitation and the Sign & Awning Program: No Change

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.

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 are being developed for families and seniors. Commercial development includes businesses not otherwise available in the community, such as grocery stores, service providers, and professional offices.

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 ED received a call from Cornerstone, the developer, asking to work with him on correcting the filing of the acquisition map and the transfer of property.

Site M- 985-987 Prospect Avenue, Mixed-Use Redevelopment on Northwest Corner of Prospect and Brooklyn Avenue:

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 Agency met with Euroamerican and their new development partner. He was involved in developing the [Residences at Glen Harbor](#) on the water on Shore Road in Glenwood Landing within the Town of North Hempstead. Their architect will follow up with a zoning review and communicate with N. Stone at the TONH Planning Department. They have been advised to put a project plan together and review it with land use counsel and the architect. Any project plan changes will be brought to the Agency's Board at a future meeting.

Site L – Michelle Management – 983-987 and 1001-1005 Prospect Avenue, Westbury, NY (pending BZA matter) No Change

The owners have revised the plan based on our comments. The Agency had a rendering prepared by Neal Stone of the TONH Planning Department showing recommended landscape and site improvements for the rear parking lot and landscape buffer based on our recommendations.

746 Prospect Avenue - Westbury, New York (URA Project)

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 building's façade was vandalized with graffiti on the windows, doors, and exterior. Thanks to the Agency's enforcement efforts, the squatters are seen less on the property as well as, considering approaches for graffiti abatement.

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 them into 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 ED spoke with the project manager for the Restore NY Application. The funding commitment letter that the Agency received is our commitment. We requested and received their project guidelines, which are fairly flexible but involve M/WBE and service-disabled veterans' goals. This is a reimbursement grant, and we will receive the funding after a certificate of occupancy is issued for each home.

Prospect Avenue Streetscape: No Change

Downtown Area Maintenance and Enforcement Committee and the Boulevard Banner Program:

The Agency had previously installed streetlamp banners that were faded, missing, or torn, leaving the Prospect Avenue Corridor in a poor appearance. 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 Agency will ask the North Hempstead Highway Department to remove damaged and reconnect loose banners.

Commercial Rehabilitation and the Sign & Awning Program (Storefront Program): *The Agency has grant funding through several sources, providing exterior building improvements and beautification for commercial and mixed-use buildings in target areas.*

NY Main Street Building Renovation Grant (Target area: Prospect Avenue, New Cassel): The Agency applied for and received a competitive grant for commercial and mixed-use building renovations for the New Cassel target area.

HUD EDI Grant – New Cassel Building Renovation Grant (Target area: New Cassel Hamlet): The Town applied for a Congressionally-directed grant (earmark) from Senator Schumer for façade improvements in New Cassel.

LIRR Third Track Community Benefits program *(Target Areas: 1. Westbury Avenue in Carle Place, 2. Jericho Tpke – Garden City Park, 3. Prospect Ave and Union Ave – New Cassel): 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 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 CDA 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. Incorporated Villages received their own Community Benefits funding.*

The ED is working on a no-cost grant extension with the NY Main Street program, which has informally been approved pending an extension request letter. This involves engaging in technical assistance and environmental consultant NY Main Street program, who is familiar with working with the New York State Main Street Program. There is a budget line in our state assistance contract for this work. The cost is less than \$10,000.

Flatley Read has experience assisting many communities in upstate New York but will work on Long Island as Drew, a principal, is a Long Island native.

The Agency will be issuing RFPs for sign makers, awning fabricators, electricians, painters, and other related contractors for per-unit costs so that we can create an on-call requirements list for each trade for the façade program. The first advertisement was published on November 14th in Newsday and on November 20th with a notice in the New York State Contract Reporter. RFP requirements are posted on our website. In the interim, the Agency issued a notice to contractors to apply to our list for all of our programs, with the application and notice posted on our website. This was advertised in Newsday and the NYS Contract Reporter. We have been receiving applications from interested contractors.

The Agency should be well-positioned to work on completing these projects with our grant funds and leverage some of the Town of North Hempstead Third Track (3TC) funding.

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 Agency will begin developing architectural design documents for the property renovation in collaboration with the Housing Authority.

YWC Center HVAC Upgrades:

The Agency received COVID-19 funding for HVAC upgrades at YWC Community Center, Roslyn Community Center, Johnson Controls (JCI) conducted the preliminary assessment.

Open items were addressed, and the third-party inspection has begun. The Agency should receive a report from FST, the third-party inspector, with open items. J. Santamaria will report an update at the Board meeting.

Community Connections - *New Cassel and Westbury Farmer's Market Programs*

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 fresh produce from Long Island farms to low-income communities in Nassau and Suffolk County, where it is 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 Agency received funding in the 50th-year application for Community Connections of Long Island (CCLI) and the Long Island Children’s Museum (LICM). Both projects have remaining funding from the 48th and 49th program years that are underway now. In previous years.

CCLI conducts the New Cassel & Westbury seasonal youth-led Farmer’s Markets. They want to expand their program to incorporate a youth swimming and water safety program with 50th-year funding. CCLI is also working on a mural installation project in New Cassel to engage local youth (funded in prior years and underway).

LICM was funded in the 48th and 49th years and has started the CDBG program with the Westbury School District.

Transit-Oriented Development Project – *Connector Walkway at Roslyn Heights Community Center (CDBG funded)*

The contract extension is still routing in Nassau County. The next step will be the preparation of bid documents.

Resolutions

RESOLUTION NO. 21

A RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH NASSAU COUNTY FOR THE RECEIPT OF COMMUNITY DEVELOPMENT BLOCK GRANT 50th PROGRAM YEAR FUNDS.

WHEREAS, the Secretary of the U.S. Department of Housing and Urban Development (the “Secretary”) is authorized under Title I of the Housing and Community Development Act of 1974, as amended (the “Act”), to make grants to states and other local governments (“CDBG Funds”) to help finance their Community Development Programs; and

WHEREAS, Nassau County (the “County”) and the Town of North Hempstead (the “Town”) previously entered into a Cooperative Agreement, as amended, to participate in Community Development Programs (the “Cooperative Agreement”); and

WHEREAS, pursuant to the Cooperative Agreement, the County and the Town, acting by and through the Town of North Hempstead Community Development Agency (the “Agency”), agreed to undertake project activities (“Project Activities”) using CDBG Funds under the Act, to be received by the County for the 50th Program Year (“Program Year”); and

WHEREAS, the Secretary has approved an application for Community Development Block Grant Funds under the Act, submitted by the County and participating municipalities for the Program Year and

WHEREAS, the County has allocated CDBG Funds in the amount of Eight Hundred Thousand (\$810,282.41) Dollars to the Town for the Program Year (the “CDBG Allocation”) and has proposed that the County and the Town enter into an agreement for the payment of the CDBG Allocation as consideration for the Agency, as the Town’s representative, undertaking and completing the Project Activities (the “CDBG Subrecipient Agreement”); and

WHEREAS, the members of the Agency (the “Members”) wish to authorize the Agency to enter into the CDBG Subrecipient Agreement.

NOW, THEREFORE, BE IT

RESOLVED, that the Members hereby authorize the Agency to enter into the CDBG Subrecipient Agreement, and it is further

RESOLVED that the Executive Director and any officer of the Agency are hereby authorized to execute the CDBG Subrecipient Agreement, to undertake the Project Activities with the CDBG Allocation and balances from prior year allocations, and to take such other action as may be reasonable and necessary to effectuate the foregoing.

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

RESOLUTION NO. 22

A RESOLUTION APPROVING A BUDGET FOR THE 2025 FISCAL YEAR.

WHEREAS, the Town of North Hempstead Community Development Agency (the “Agency”) is required under the Public Authorities Accountability Act of 2005, as amended by the Public Authorities Reform Act of 2009, to adopt and approve a budget sixty (60) days before its fiscal year; and

WHEREAS, Agency staff and the Audit & Finance Committee recommend that the Members adopt and approve the 2025 Fiscal Year Budget and Financial Plan “ABO Budget” attached hereto (the “Staff Recommendation”); and

WHEREAS, the Members wish to authorize and adopt the Staff Recommendation.

NOW, THEREFORE, BE IT

RESOLVED, that the Members authorize and adopt the Staff Recommendation and be it further

RESOLVED, the Agency Executive Director and any officer are authorized to execute such instruments and documents and take any other action necessary to carry out the foregoing.

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

RESOLUTION NO. 23

A RESOLUTION AUTHORIZING A SALARY ADJUSTMENT

WHEREAS, under Resolution No. 27 (2017), duly adopted at its meeting held on December 6, 2017, the members (the “Members”) of the Town of North Hempstead Community Development Agency (the “Agency”) appointed Rosemary A. Olsen as Executive Director of the Town of North Hempstead Community Development Agency (the “Agency”) under an agreement; and

WHEREAS, an annual salary increase for Ms. Olsen was budgeted and approved for by the Members in the 2024 and 2025 Annual Budgets. This salary adjustment is less than the compensation increases provided to CSEA staff and the town’s practice of providing annual increases to exempt staff.

WHEREAS, the Agency Members (the “Members”) wish to grant the Executive Director a 3.5% increase in her annual salary for January 1, 2025 (the “Salary Adjustment”).

NOW, THEREFORE, BE IT

RESOLVED, that the Members hereby authorize the Salary Adjustments as set forth above.

BE IT FURTHER RESOLVED, that the Executive Director, Assistant Executive Director, Assistant Secretary, Internal Accountant, and any officer of the Agency are hereby authorized to take such other action as reasonable and necessary to effectuate the foregoing.

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

RESOLUTION NO. 24

A RESOLUTION SETTING DATES FOR THE ANNUAL MEETING AND REGULAR MEETINGS OF THE AGENCY.

WHEREAS, Article V, Section 2 of the By-Laws (the “By-Laws”) of the Town of North Hempstead Community Development Agency (the "Agency") requires the members of the Agency (“Members”) to hold an annual meeting (the “Annual Meeting”) to receive a report on the state of the Agency, as more fully set forth therein; and

WHEREAS, Article V, Section 3 of the By-Laws of the Agency require the Members to hold regular meetings (the “Regular Meetings”) to transact such business as may come before them and

WHEREAS, the Members wish to establish a schedule identifying the dates and times of the Annual Meeting and Regular Meetings for Fiscal Year 2025.

NOW, THEREFORE, BE IT

RESOLVED that members of the Agency hereby adopt the schedule for the conducting of the Annual Meeting and Regular Meetings for the calendar year 2025 set forth in Schedule “A”, attached hereto and made a part hereof, which meetings shall be called to order at approximately the time and on each such day listed; 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.

SCHEDULE “A”

SCHEDULE OF TOWN OF NORTH HEMPSTEAD COMMUNITY DEVELOPMENT AGENCY MEMBERS’ MEETINGS FOR THE CALENDAR YEAR 2025

Meetings to be held at 51 Orchard Street, Roslyn Heights, NY, at 3:00 pm unless otherwise noticed by the Agency

January 8, 2025
February 26, 2025
March 26, 2025 (Annual Meeting)
April 9, 2025
May 7, 2025
June 11, 2025
July 9, 2025
September 10, 2025
October 8, 2025
November 12, 2025
December 10, 2025

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

Executive Session

Upon the motion of Mr. Kreitzman, duly seconded by Ms. Sedacca, the Members adjourned to Executive Session to discuss a matter at 4:07 p.m.

The Members adjourned the Executive Session and resumed the regular meeting with no action taken at 4:34 p.m.

Adjournment

By unanimous vote, the Members of the Agency adjourned the meeting at 4:35 P.M.