

**TOWN OF NORTH HEMPSTEAD
BUSINESS AND TOURISM DEVELOPMENT CORPORATION**

Minutes of

REGULAR MEETING

October 15, 2013

10:30 AM

**Town Board Meeting Room
220 Plandome Road
Manhasset, New York**

Call to Order

The meeting was called to order by Mr. Riordan at 10:38 a.m.

Attendance

The following Directors of the Corporation attended the meeting:

John Riordan

Dina M. DeGiorgio

Angelo P. Ferrara

Anna M. Kaplan

Lee R. Seeman

The following Directors of the Corporation were absent:

Thomas K. Dwyer

Jonathan Kaiman

Viviana Russell

Corporation staff present consisted of:

Louise Fishman, Program Director

Roy Smitheimer, Community/Economic Development Specialist

Michael Kelly, Deputy Town Attorney

Minutes of Meeting Held on August 15, 2013

Upon the motion of Mr. Riordan, seconded by Mr. Ferrara, the minutes of the meeting held August 15, 2013 were unanimously accepted.

Program Director's Report

Ms. Fishman presented the Program Director's Report, which consisted of the following:

- On Sunday, September 15, 2013, the BTDC held its 9th Annual FamilyFest at North Hempstead Beach Park, West Shore Road, Port Washington. There were over 5,000 in attendance. We had a total of 16 vendors which covered the gamut from craft, music and sports plus 2 food proprietors. Everything went smoothly and the weather was beautiful. The Program Director, Louise Fishman, has already started booking for next year.
- On Friday, September 27th, 2013, the BTDC held a free Business Development Seminar on the Affordable Care Act at the Harbor Links Club House, One Fairway Drive, Port Washington, New York. The seminar, "Obama Care (Affordable Care Act) Its Tax Implications & Expanded Health Coverage", featured three speakers versed in the many facets of the new law. They were Kenneth B.Laks, CPA, MST, Tax Principal, Albrecht, Viggiano, Zureck & Company, P.C., Eric Dielmann, Employees Benefits Specialist, Professional Group Plans/ PayPro Management Workforce Solutions and Kyle Sloane, Senior Vice President of Insurance Services, Newtek Insurance Agency, LLC. Mr. Laks spoke on ACA's tax implications, Mr. Dielmann spoke to the details of the law and how it affects employers with 50+ full time employees and Mr. Sloane spoke about how the new law affects employers with 50 or less full time employees. BTDC Community/Economic Development Specialist, Roy Smitheimer, set-up a special ACA web page on the BTDC website (www.btdc.biz). The new page contains Power Point presentations from the three speakers plus a fourth one from the Regional Director of the New York Regional Office of the United States Health and Human Services Agency (HHS). The page also has Health Exchange Notice forms for employer sponsored plans and without employer sponsored plans available for download from the US Department of Labor as well as a webinar presentation from Newtek.
- The CoStar Group Licensing Agreement was fully executed on Friday, September 13, 2013. Per the agreement, CoStar issued user names and passwords to North Hempstead Planning Commissioner, Michael Levine and BTDC Community/Economic Development Specialist, Roy Smitheimer. We will now know what commercial properties are for sale and lease within the Town.
- On Tuesday, October 1, 2013, the Town of North Hempstead Arts Advisory Committee had its 1st official meeting in the meeting room of the Grill Room at the Harbor Links Club House, One Fairway Drive, PW. Seven members attended. The agenda included defining the mission of the Committee, programming, 2013 TONH cultural grant applications, the Town's cultural mapping & inventory project, pooling resources among members' venues and coordinating scheduling among Committee members facilities. Heather Schwartz was selected to be Vice-Chair and Roy Smitheimer was named Secretary. Regina Gil is the Chair.

- On Friday, October 25, 2013, the BTDC has partnered with ArtsBuild New Cassel, Art League of Long Island, Long Island Development Corp/Long Island Small Business Assistance Corp. and the Town of North Hempstead (Parks) to host a second cultural arts seminar and exhibition. The event which will be held at the Yes We Can Community Center, 141 Garden Street, Westbury is from 8:30am to 10:30am.. The seminar, “The Business of Art – Round 2; Funding Sources for Artists, Nonprofits and Entrepreneurs”, is being moderated by Councilwoman Viviana Russell. Speakers include Lisa Robb, Executive Director, The New York State Council on the Arts, Peter Cobb, Program Officer, The New York Foundation for the Arts and Roz Goldmacher, President & CEO, Long Island Development Corporation. Exhibiting artists include Robert Carter, Emmet Wigglesworth and Mario Tucci. Oil painting demonstrations are being held by Donna Moraff of the Art League of Long Island and Mr. Tucci.
- On Tuesday, September 17, 2013, the BTDC had a meeting of the “Great Neck Now!” Middle Neck Road Revitalization Task Force. Agenda items were a recap of the subcommittees meetings and progress made to-date. They included a proposed Clean, Green Zone (Recycling & Trash Receptacles for Middle Neck Road) which Fran Reid, Sustainability Officer, TONH is coordinating, a proposed digital and print business directory for the peninsula’s central business districts which the Great Neck Chamber will be developing, private property that should be considered for possible acquisition by private investors as well as a review by the Mayors or their representatives of the incorporated villages of Great Neck, Great Neck Estates and Great Neck Plaza on their efforts to stimulate their respective downtown area. Attendees included Councilwomen Anna Kaplan, Lee Seeman, Great Neck Village Mayor Ralph Kreitzman, Village of Great Neck Plaza Special Assistant to Mayor Jean Celender, Brian Hetey. Other participants included Great Neck Chamber president, Hooshang Nematzdeh, Great Neck Chamber 1st vice-president, Dennis Grossman and Kris Torkan (Villadom Corp.). In addition, a press release was issued to the Great Neck Record on Thursday, October 10, 2013 promoting the Town’s partnering with the Great Neck Villages to enhance downtown Great Neck Business and Economy.
- Louise Fishman attended a Special Olympics Committee meeting. The group is coordinating the 2014 10th Anniversary Plunge, “Freezing for a Reason”, for the Town. This year a new attraction will be added...a “chicken coop” for all those who won’t go in the water. The date is Saturday, March 1st, 2014. Check-in begins at 10:00am with the actual plunge at noon.
- On Wednesday, October 9, 2013, at 1pm, the Gold Coast International Film Festival (GCIFF) held a press conference at the Bow Tie Manhasset Cinemas, 430 Plandome Road, Manhasset to kick-off this year’s event which runs from October 21 – 27, 2013. Participants included Regina Gil, GCIFF Executive Director, TONH Supervisor John Riordan, Town Councilwomen Anna Kaplan, Dina DeGiorgio, Lee Seeman, Town Clerk Leslie Gross and Receiver of Taxes Charles Berman. Supervisor Riordan gave a welcome speech and touted the Town’s involvement in the film industry. The BTDC is the major sponsor of the Festival.
- Louise Fishman pointed out to the Board that each of their meeting folders include the following: Agenda for the September 17, 2013 Great Neck Now! Middle Neck Road

Revitalization Task Force Meeting, Agenda for the October 1, 2013 Town of North Hempstead Arts Advisory Committee Meeting, October 9, 2013 Newsday article on North Hempstead Hosting 3rd Gold Coast Film Festival, October 10, 2013 Town of North Hempstead Press Release “Town Partners with Villages to Enhance Downtown Great Neck Business and Economy” (BTDC Great Neck Now! initiative), Promotional Flyer – Free Seminar & Art Exhibition, “The Business of Art – Round 2; Funding Sources for Artists, Nonprofits & Entrepreneurs”, Friday, October 25, 2013, 8:30am to 10:30am, Yes We Can Community Center, New Cassel.

For Consideration

The following resolutions were considered:

RESOLUTION NO. 10 (2013)

A RESOLUTION APPOINTING OFFICERS OF THE CORPORATION

WHEREAS, under Section 1 of Article VI of the By-Laws (the “By-Laws”) of the Town of North Hempstead Business and Tourism Development Corporation (the “Corporation”), the Board of Directors (the “Board”) of the Corporation is to elect a Chair, a Vice-Chair, a Secretary and a Treasurer; and

WHEREAS, such appointments are valid for one year from the date of election; and

WHEREAS, on September 20, 2013, Jonathan S. Kaiman was elected Chair of the Board of the Corporation, Anna M. Kaplan was elected Vice-Chair of the Board of the Corporation and Thomas K. Dwyer was elected Treasurer of the Corporation; and

WHEREAS, such terms of such officers expired on September 20, 2013 pursuant to the By-Laws; and

WHEREAS, the office of Secretary is currently vacant; and

WHEREAS, the Board of the Corporation wishes to elect officers of the Corporation in accordance with the By-Laws; and

WHEREAS, the following individuals have been nominated for the following offices:

John B. Riordan	Chair
Anna M. Kaplan	Vice-Chair
Thomas K. Dwyer	Treasurer
Lee Seeman	Secretary

; and

WHEREAS, the members of the Board of the Corporation wish to make such elections.

NOW, THEREFORE, BE IT

RESOLVED, that the board of directors of the Corporation hereby elects the following persons to the following offices:

John B. Riordan	Chair
Anna M. Kaplan	Vice-Chair
Thomas K. Dwyer	Treasurer
Lee Seeman	Secretary

; and be it further

RESOLVED, that terms of such officers shall commence immediately and shall continue for one (1) year or until a successor be chosen at an Annual Meeting of the Corporation in accordance with the By-Laws.

Date: October 15, 2013

Upon the motion of Mr. Riordan, duly seconded, the resolution was amended to change the date from September 20, 2013 to September 20, 2012 in the third paragraph of the resolution to properly record the date of the 2012 Annual Meeting. The amendment was unanimously adopted.

Upon the motion of Mr. Kaiman, duly seconded, the amended resolution was adopted.

RESOLUTION NO. 11 (2013)

A RESOLUTION APPOINTING MEMBERS TO THE AUDIT COMMITTEE, GOVERNANCE COMMITTEE AND FINANCE COMMITTEE OF THE CORPORATION.

WHEREAS, under Section 2824 of the Public Authorities Law, the Board of Directors (the “Board”) of the Town of North Hempstead Business and Tourism Development Corporation (the “Corporation”) is required to establish an Audit Committee, a Governance Committee and a Finance Committee (the “Committees”); and

WHEREAS, on September 20, 2012, the following members of the Board were appointed to the Committees:

Audit Committee

Dina De Giorgio
Anna M. Kaplan
Viviana Russell

Governance Committee

Thomas K. Dwyer
Jonathan S. Kaiman
Lee R. Seeman

Finance Committee

Angelo Ferrara
Jonathan S. Kaiman
Anna M. Kaplan

WHEREAS, such terms of such officers expired on September 20, 2013 pursuant to the By-Laws; and

WHEREAS, the Board of the Corporation wishes to appoint members of the Committees; and

WHEREAS, the Board wishes to appoint the following members to the following committees:

Audit Committee

Dina M. De Giorgio
Anna M. Kaplan
Viviana Russell

Governance Committee

Thomas K. Dwyer
John B. Riordan
Lee R. Seeman

Finance Committee

John B. Riordan
Angelo Ferrara
Anna M. Kaplan

NOW, THEREFORE, BE IT

RESOLVED, that the board of directors of the Corporation hereby appoints the following members to the following committees:

Audit Committee

Dina M. De Giorgio

Anna M. Kaplan
Viviana Russell
Governance Committee
Thomas K. Dwyer
John B. Riordan
Lee R. Seeman

Finance Committee
John B. Riordan
Angelo Ferrara
Anna M. Kaplan

; and be it further

RESOLVED, that terms of such officers shall commence immediately and shall continue for one (1) year or until a successor be chosen at an Annual Meeting of the Corporation in accordance with the By-Laws.

Date: October 15, 2013

Upon the motion of Mr. Riordan, duly seconded, the resolution was unanimously adopted.

RESOLUTION NO. 12 (2013)

A RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT FOR BOOKKEEPING AND ACCOUNTING SERVICES.

WHEREAS, the Town of North Hempstead Business and Tourism Development Corporation (the “Corporation”) is in need of bookkeeping and accounting services (the “Services”); and

WHEREAS, the firm of Shapiro, Goldstein, Moses & Artuso LLP, 6800 Jericho Turnpike, Suite 208W, Syosset, New York 11791 (the “Consultant”) is uniquely qualified to provide the Services; and

WHEREAS, the Board wishes to retain the Consultant to perform the Services for the Corporation for an amount not to exceed \$5,600.00 for the year 2013 (the “Contract Amount”).

NOW, THEREFORE, BE IT

RESOLVED, that the Board of the Corporation hereby authorizes the execution of an agreement to retain the Consultant to perform the Services for the Contract Amount; and be it further

RESOLVED, that the Chair and/or the Vice Chair shall be authorized to execute such agreement; and be it further

RESOLVED, that the Corporation is hereby authorized to pay such claims for payment as may be made by the Consultant for the Services in accordance with such agreement; and be it further

RESOLVED, that this resolution shall take effect immediately.

Date: October 15, 2013

Upon the motion of Mr. Riordan, duly seconded, the resolution was unanimously adopted.

RESOLUTION NO. 13 (2013)

A RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH HARRIS BEACH LLP TO PROVIDE LEGAL SERVICES TO THE CORPORATION

WHEREAS, the Town of North Hempstead Business and Tourism Development Corporation (the “Corporation”) has an ongoing responsibility under the New York Public Officers Law to stay compliant with the provisions of the Public Authorities Accountability Act of 2005 and the Public Authorities Reform Act of 2009 (the “Acts”); and

WHEREAS, the Board of Directors (the “Board”) and the staff of the Corporation require experienced counsel to assist the Corporation in remaining compliant with the Acts (the “Services”); and

WHEREAS, Harris Beach, LLP (“Counsel”) is uniquely qualified to perform such Services and have performed such Services for the Corporation in the past to the satisfaction of the Corporation; and

WHEREAS, the Board wishes to retain Counsel to perform the Services for the Corporation in 2013 for an amount not to exceed One Hundred Ninety-Five and 00/100 Dollars (\$195.00) per hour (the “Contract Amount”).

NOW, THEREFORE, BE IT

RESOLVED, that the Board of the Corporation hereby authorizes the execution of an agreement to retain Counsel to perform the Services in 2013 for the Contract Amount; and be it further

RESOLVED, that the Chair and/or the Vice Chair shall be authorized to execute such agreement; and be it further

RESOLVED, that the Corporation is hereby authorized to pay such claims for payment as may be made by Counsel for the Services in accordance with such agreement; and be it further

RESOLVED, that this resolution shall take effect immediately.

Date: October 15, 2013

Upon the motion of Mr. Riordan, duly seconded, the resolution was unanimously adopted.

Adjournment

Upon the motion of Mr. Riordan, the Members by unanimous vote adjourned the meeting at 10:53 a.m.

Respectfully submitted,

Secretary of the Corporation