

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

**Minutes of**

**July 21, 2016**

**10:00 AM**

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

**Call to Order**

The meeting was called to order by Ms. Bosworth at 10:11a.m.

**Attendance**

The following Directors of the Corporation attended the meeting:

Judi Bosworth, Chair

Dina M. DeGiorgio

Angelo P. Ferrara

Anna M. Kaplan

Lee R. Seeman

Viviana L. Russell

Excused: Peter J. Zuckerman

Corporation staff present consisted of:

Kim Kaiman, Executive Director

Roy Smitheimer, Deputy Director

Amanda Abata, Deputy Town Attorney

## **Minutes of Meeting Held on March 24, 2016**

Upon the motion of Ms. Bosworth, the Minutes of the meeting held on March 24, 2016 were unanimously accepted.

### **Executive Director's Report**

Ms. Kaiman presented the Executive Directors Report, which consisted of the following:

Over the past few years, I have submitted numerous Directors' Reports. Yet, much of what I do and report could not happen without several others. Therefore, first and foremost, I wanted to take this opportunity to thank each of you for allowing me to develop the BTDC into what I believe is an integral part of the North Hempstead governmental family. However, it is also important to note that I do not do this alone. I have a wonderful Deputy, Roy Smitheimer, with whom none of our accomplishments would be possible. The BTDC also works very closely with the Town Attorney's Office, Clerk's Office, Department of Communications, Administrative Services, and DOIT with ongoing projects. So I wanted to acknowledge those departments as well and thank them for their continued efforts and partnership with the BTDC.

Now – on to my report!

#### **Albrecht, Viggiano, Zureck & Company, P.C ("AVZ"):**

Our auditors for the BTDC recently completed the BTDC's Tax Returns, which was distributed to the Board on 6/6/16 and again on 7/5/16 for you to have ample opportunity to review prior to the Board Meeting. Once approved by the Board, they will be filed with the IRS accordingly.

#### **Long Island Regional Economic Development Council (LIREDC)**

Roy, who is a member of the LIREDC Infrastructure Work Group, attended their Wednesday, June 8<sup>th</sup> and Wednesday, July 13<sup>th</sup> meetings. The June 8<sup>th</sup> meeting was the initial Regional Economic Development Council (REDC) Round 6 (2016) Infrastructure Work Group meeting. The Work Group (WG) Co-Chairs covered the "ground rules" including issues relative to member disclosure, recusal responsibilities and general protocol. Empire State Development (ESD) Regional Director, Cara Longworth, provided an overview of the State's 2016 Consolidated Funding Application (CFA) process and ESD staff member, Brian Scripture, reported on Long Island's Round 5's (2015) awarded Infrastructure projects. At the July 13<sup>th</sup> meeting, the WG heard project presentations from the following municipalities/special districts/private entities:

- **Suffolk County:** Suffolk Cesspool & Septic Replacement Priority Project ---- seeks \$6 million from NYS; \$2 million match from Suffolk County. Total Project: \$8 million. Pilot program to replace 550 failing cesspools and septic systems over next three years.

- Long Beach: Resiliency Improvements to Downtown Streets ----seeks \$500,000 from NYS; \$500,000 match from City of Long Beach. Continuation of 2015 Round 5 CFA project.
- Glen Cove: Glen Cove Western Gateway Study (Recycling of Brownfields, Protection of Creek, Hempstead Harbor) ----- seeks \$800,000 from NYSDOS; City will be responsible for match. Goal: To support and sustain City's \$1 billion waterfront revitalization as well as prevent future environmental contamination and support clean-up of the current area on the north side of Glen Cove Creek.
- Downtown Farmingville Revitalization: Kelly Development Group – The Arboretum Sewage Treatment Plant (STP) ---- seeks \$1.5 million from NYS; \$5.5 million match from Kelly Development. Proposal is to build an 8,000 sq. ft. sewage treatment plant with initial capacity of 150,000 gallons per day. Plant will service a planned “green” 292 unit residential/commercial mixed-use development and a 24,000 sq.ft. office space building.
- Great Neck Water Pollution Control District: Micro Turbine Construction ---- seeks \$800,000 from NYS. \$1 million project. Continuation of 2014 Round 4 and CFA 2015 Round 5 projects. Conversion of bio mass & grease to energy to generate over 50% of its electrical needs. District will consider selling any of its excess capacity to other municipalities.
- Village of Roslyn: Waterfront Revitalization Downtown Project---- seeks \$850,000 from NYS; Total Project cost: \$1.65 million. Restoration of Roslyn Gristmill.

**Website:**

The BTDC finally launched its new website at [www.northhempsteadny.gov/BTDC](http://www.northhempsteadny.gov/BTDC). I would encourage the board members to please take a moment to look through the site. The town's DOIT department was instrumental in assisting us with accomplishing this, so I wanted to acknowledge their invaluable help.

Some new areas/features to note on the website:

- TV / Film Tab
  - Featured Town Properties has an animated Flipbook
  - Register your home or business
  - Business Buzz tab leads everyone directly to the town's NHTV's website
- Services Tab

- Downtown Beautification Matching Grant Program

### **Town of North Hempstead Arts Advisory Council**

On Tuesday, May 3<sup>rd</sup>, the Council met at The Arts Guild, Elderfields Preserve, 200 Port Washington Blvd., Manhasset. The main focus of the meeting was for the Council members to meet with Neal Stone of the Town's Planning Department and Stephen Holley, VP of AKRF, the consulting firm selected by the Town, to develop an inventory and cultural mapping of the Town's Art & Cultural venues. The ultimate goal, with the assistance of a New York State Council on the Arts grant, is to promote the many diverse cultural programs, organizational groups, events, festivals and resources that are within the unincorporated and incorporated jurisdictions of the Town. The Town's Planning Department and AKRF is looking to the Arts Advisory Council as the working/deliberating group for this project due to the abundance of talent, skills and experience on the Council.

Mr. Stone and Mr. Holley explained the study and its background to the group. They also distributed a rough draft of an arts and cultural database that they are working on. A spreadsheet was emailed to all the AAC members following the meeting, and they were asked to review and edit the spreadsheet to either add more places that they are aware of or delete those that are no longer in existence.

The second item discussed was the new logo for the Council. It was designed by Piper Lyman, a commercial graphic artist, of The Art Guild (TAG), a member organization of the Council, free of charge. A copy of which is attached at the end of my Executive Director's Report. The logo was selected by the majority of the Council from a number of different renderings that Ms. Lyman drafted for the members' review and vote.

The final item discussed was the Council's planned Arts Matter! Juried Art and Reception launch at North Hempstead Town Hall. A Fall 2016 date was selected. This also included new dates for the exhibition of the juried art that will be selected to hang in Town Hall.

### **Beautification Matching Grant Program:**

The BTDC's 2015 Matching Grant Program awarded 6 applicants with matching grant funds for downtown beautification projects. Because of this program, we will see over \$90,000 worth of beautification investments throughout North Hempstead's downtowns. Two of the original six award recipients resubmitted their applications with a revised scope of their project based on their awarded amount. The Town Attorney's Office finalized the agreements and they were distributed to all the awarded recipients.

### **Filming:**

Filming update:

- Humor Me Movie – Starring Elliott Gould
- Long Island Medium – Has filmed with us 4 times in the last 4 months

- Independent Film
- Falling Water – New TV series
- Holy Foley Reality Series – Starring WWE wrestler Mick Foley
- America’s Got Talent
- Sprout TV Children’s Show
- Younger TV Show
- Geico Commercial

**NHTV:**

- **Business Buzz:**
  - The latest episode of Business Buzz aired and focused on “Home Renovations / Home Improvements” where we featured 3 local businesses: Anthony's World of Floors, Port Washington; Showcase Kitchen/Showcase Bath, Manhasset; Albertson Hardware/Handyman Express, Williston Park.
- **Town Hall Ghostbusters:**
  - With the recent release of the major motion picture “Ghostbusters”, NHTV, Communications, and myself, decided to do an episode for NHTV where we focused on some of the odd happenings that have taken place in Town Hall. That coupled with a very colorful history of the Town Hall building and various historical local families. You can expect to see interviews with the Town’s Historian, some North Hempstead employees, and an after-hours walk through of Town Hall with a “medium” (Someone who uses his/her psychic or intuitive abilities to see the past, present and future events of a person by tuning into their spirit energy).

**BTDC Seminar Series:**

**July 12th Seminar:**

This seminar, titled “*Busine\$\$ Incubation- Cash to Exit & Everything In-Between*” was extremely successful. The focus was to inform residents and prospective business owners about the benefits of collaborative workspaces and how they can help young millennials and entrepreneurs with their start-up and early stage companies. Collaborative workspaces such as Launchpad, are co-working environments that provide professional services support (legal,

finance, marketing, insurance), networking opportunities, conference rooms with televisions, high speed wi-fi, video streaming, peer support and recreational/break amenities. So it only seemed natural to host this seminar at Launchpad in which the BTDC was instrumental in recruiting to Great Neck.

The Panel was moderated by myself, opening remarks were provided by Supervisor Bosworth, and our Special Guest Speaker was Lieutenant Governor Kathy Hochul. This seminar also had three of the most prominent people within the business incubation industry on Long Island as panelists:

1. Andrew Hazen, Launchpad Long Island: Collaborative Workspaces/Environments
2. Peter Goldsmith, Long Island Software and Technology Network: Start-up & Early Stage Companies; How to Start a Company, Finance It and Prepare a Business/Marketing Plan
3. Michael Faltischek, Esq., Ruskin, Mouscou, Faltischek, Attorneys at Law; Chair, Board of Directors, Long Island Angel Network: Seed Funding - Angel and Venture Funding.

Also worth noting – Launchpad will be opening its 3<sup>rd</sup> North Hempstead location in Westbury with a target opening at the end of this summer.

**Upcoming Fall 2016 Seminar:** “Town of Oyster Bay/Town of North Hempstead/City of Glen Cove Workforce Development Services”, Employer/Employee benefits, job training and tax credits. Speakers will be representing the following organizations: Business Services Instructor from the Workforce Development Group, Access/VR (Physically Disabled/Developmentally Disabled), Adult Education/ESL, Department of Labor (NYS-DOL), and Featured speaker is John D’Urso, President, Long Island Federation of Labor. All other speakers will be selected by their respective organization as we get closer to the seminar.

Respectfully submitted,

Kim S. Kaiman  
Executive Director  
North Hempstead Business & Tourism Development Corporation

## **For Consideration**

The following resolutions were considered:

### **RESOLUTION NO. 11 (2016)**

**A RESOLUTION AUTHORIZING THE FILING OF IRS 2015 FORM 990  
AND NYS CHAR 500 ON BEHALF OF THE BUSINESS AND TOURISM  
DEVELOPMENT CORPORATION PREPARED BY ALBRECHT,**

**VIGGIANO, ZURECH AND COMPANY, P.C. FOR THE YEAR  
ENDING DECEMBER 31, 2015.**

**WHEREAS**, the Public Authorities Accountability Act of 2005, as amended by the Public Authorities Reform Act of 2009, and Article 1, Section 3 of the by-laws of the Town of North Hempstead Business and Tourism Development Corporation (the “Corporation”) require the Board of Directors of the Corporation to file exempt organization returns for the Corporation; and

**WHEREAS**, Albrecht, Viggiano, Zureck & Company, P.C. has prepared the Corporation’s 2015 Form 990 and New York Form Char500 (the “2015 Tax Returns”).

**WHEREAS**, the Board of the Corporation has reviewed and desires to authorize the filing of the 2015 Tax Returns.

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Directors hereby authorize the filing of the 2015 Tax Returns; and be it further

**RESOLVED**, that the Directors hereby authorize the Executive Director and the Chief Financial Officer of the Corporation to take such action as may be necessary to effectuate the foregoing; and be it further

**RESOLVED**, that this resolution shall be effective immediately.

**Ayes:** Judi Bosworth, Dina M. De Giorgio, Angelo P. Ferrara, Anna M. Kaplan, Lee R. Seeman, Viviana L. Russell

**Nays:** None

**Abstentions:** None

**Date:** July 21, 2016

Upon the motion of Ms. Bosworth, Chair, the resolution was unanimously adopted.

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**RESOLUTION NO. 12 (2016)**

**A RESOLUTION AMENDING THE AWARD OF CERTAIN GRANTS  
RELATED TO THE CORPORATION'S 2015 DOWNTOWN  
BEAUTIFICATION GRANT PROGRAM.**

**WHEREAS**, pursuant to Resolution No. 9 (2015), duly adopted by the corporation on May 15, 2015, the Board of the Corporation authorized the creation of a Downtown Beautification Matching Grant Program whereby the Corporation would make available the sum of up to \$10,000.00 per Town Councilmatic district in matching funds for streetscape beautification projects (the "Program"); and

**WHEREAS**, the Corporation has received applications as such:

<u>Awardee Name</u>	<u>Project Title</u>	<u>Amount Requested</u>	<u>Cost of Project</u>
Pearl & Ivy Foundation of Westbury, Inc.	Prospect Avenue Revitalization	\$10,000.00	\$20,565.00
Westbury Business Improvement District	Post Avenue Beautification	\$10,000.00	\$20,000.00
Manhasset Chamber of Commerce	Plandome Road Beautification Project	\$10,000.00	\$25,485.00
Great Neck Plaza Business Improvement District	Great Neck Plaza Streetscape Improvements	\$10,000.00	\$30,000.00
Greater New Hyde Park Chamber of Commerce	Welcome to NHP Landscape Design	\$4,200.00	\$8,400.00
Residents for a More Beautiful Port Washington	Anchoring Main Street with Beauty and History	\$4,465.00	\$8,930.00

; and

**WHEREAS**, pursuant to Resolution No. 4 (2016), duly adopted by the corporation on January 26, 2016, the Board of the Corporation authorized the following awards:

<u>Awardee Name</u>	<u>Project Title</u>	<u>Award Amount</u>	<u>Awardee Match</u>
Pearl & Ivy Foundation of Westbury, Inc.	Prospect Avenue Revitalization	\$5,000.00	\$5,000.00
Westbury Business Improvement District	Post Avenue Beautification	\$5,000.00	\$5,000.00
Manhasset Chamber of Commerce	Plandome Road Beautification Project	\$10,000.00	\$10,000.00
Great Neck Plaza Business Improvement District	Great Neck Plaza Streetscape Improvements	\$7,043.20	\$7,043.20
Greater New Hyde Park Chamber of Commerce	Welcome to NHP Landscape Design	\$2,956.80	\$2,956.80
Residents for a More Beautiful Port Washington	Anchoring Main Street with Beauty and History	\$4,465.00	\$4,465.00

**WHEREAS**, certain award recipients have amended the scope of their project in light of the award amounts; and

**WHEREAS**, the Executive Director has recommended the resubmission of the amended applications to this Board for consideration; and

**WHEREAS**, Pearl & Ivy Foundation of Westbury, Inc. has amended its grant application to reflect a reduction in project scope from \$20,565.00 to \$10,000.00 with the Corporation award grant amount of \$5,000.00 and its matching contribution of \$5,000.00 (“Amended Project #1); and

**WHEREAS**, Westbury Business Improvement District has amended its grant application to reflect a reduction in project scope from \$20,000.00 to \$10,000.00 with the Corporation award grant amount of \$5,000.00 and its matching contribution of \$5,000.00 (“Amended Project #2) (collectively the “Amended Projects”); and

**WHEREAS**, the Board of the Corporation desires to effectuate the Amended Projects.

**NOW, THEREFORE, BE IT**

**RESOLVED** that the Chair or Vice Chair of the Board be and are hereby authorized and directed to execute such agreements and other documents as may be required to effectuate the foregoing; and be it further

**RESOLVED**, that this resolution shall be effective immediately.

Ayes: Judi Bosworth, Dina M. De Giorgio, Angelo P. Ferrara, Anna M. Kaplan, Lee R. Seeman, Viviana L. Russell

Nays: None

Abstentions: None

Date: July 21, 2016

Upon the motion of Ms. Bosworth, Chair, the resolution was unanimously adopted.

**Discussion**

Question posed by Chair, Ms. Bosworth, as to whether Carle Place Civic Association contacted the BTDC regarding their inquiry of whether project they were interested in pursuing would be eligible for BTDC Downtown Beautification matching Fund Grant Program?

Executive Director, Kim Kaiman, said yes she spoke to a representative of the group. Unfortunately, the project they have in mind is not eligible for funding within the present guidelines of the program. Funds can only be used for those projects that spruce up a downtown commercial corridor, unless going forward the Board would like to modify the guidelines.

Question posed by Member, Ms. DeGiorgio, as to whether there is going to be another round of funding for the BTDC Downtown Beautification Matching Fund Grant Program?

Executive Director, Ms. Kaiman, responded affirmatively. The BTDC intends to make the Program available beginning of Fall with recommended awards (organizations and \$) in January 2017.

**Adjournment**

Upon the motion of Ms. Bosworth, the Members by unanimous vote adjourned the meeting at 10:18 a.m.

Respectfully submitted,

Secretary of the Corporation