

Town of Brookhaven

Local Development Corporation

Meeting Agenda

Wednesday, March 25, 2026 at 12:10 PM

1. Roll Call

2. Minutes

December 3, 2025

January 7, 2026

3. CFO'S Report

Audit

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4. Executive Session

Town of Brookhaven

Local Development Corporation

January 7, 2026

Meeting Minutes

Members Present: Frederick C. Braun, III
Martin Callahan
Mitchell H. Pally
Ann-Marie Scheidt
John Rose
Frank C. Trotta (via Zoom)

Also Present: Lisa M. G. Mulligan, Chief Executive Officer
Lori J. LaPonte, Chief Financial Officer
Amy Illardo, Director of Marketing
Jocelyn Linse, Executive Assistant
Barry Carrigan, Nixon Peabody, LLP (via Zoom)
Howard Gross, Weinberg, Gross & Pergament, LLP (via Zoom)
Andrew Komaromi, Harris Beach Murtha, PLLC

Chairman Braun opened the LDC meeting at 12:02 P.M. on Wednesday, January 7, 2026, in the Corporation's Office on the Second Floor of Brookhaven Town Hall, One Independence Hill, Farmingville, New York. A quorum was present.

Meeting Minutes of November 18, 2025

The motion to approve these Minutes as presented was made by Mr. Rose and seconded by Ms. Scheidt. All voted in favor.

Organizational Resolutions

Mr. Callahan made a motion to approve all resolutions listed below with minor changes noted. The motion was seconded by Ms. Scheidt.

1. Appointment of Officers and Staff – Mr. Grucci resigned from the Corporation; Mr. Rose will be named the Assistant Secretary. Ms. Linse and Ms. Illardo will be paid a set dollar amount rather than an hourly rate.

2. Appointment of Counsel – Harris Beach Murtha, PLLC will be added as Counsel for the Corporation.
3. Appointment of Bank
4. Adopting a Prevailing Wage Policy
5. Adopting a Property Disposition Policy, Investment Policy, Whistleblower Policy, Procurement Policy & Ethics Policy
6. Adoption of Governance, Finance and Audit Committee Charters and Establishment and Appointing of Committees – Mr. Grucci has been removed from all Committees.
7. Adopting a Mission Statement and Measurement Report
8. Adopting a Policy Concerning Board Members Loans
9. Adopting a Compensation Policy
10. Adopting an Incentive and Conditional Compensation Policy
11. Appointment of Website Design and Maintenance Consultant
12. Check Signing Authorization
13. Audit and Accounting Services – The amount for PKF O'Connor Davies will be \$5,600 and the amount for Jones Little & Company will be \$1,700.
14. Adopting a Travel & Discretionary Funds Policy
15. Appointment of Insurance Broker
16. Meeting Schedule – The March meeting will be moved to March 25, 2026.
17. Adopting Conflict of Interest Policy
18. Appointment of Insurance Risk Manager
19. Harassment Policy
20. Fee Schedule Adoption

21. Public Relations Firm
22. Shared Services Agreement
23. Newspaper of Record
24. Acquisition of Real Property
25. Document Retention and Disposal Policy – This is a new resolution that adopts New York State’s Document Retention and Disposal Policy.

All voted in favor.

CEO’s Report

Board assessments, fiduciary responsibility forms, financial disclosure/ethics forms and related party confirmations are due. The Board Members were also asked to complete the annual harassment training.

The motion to close the LDC meeting at 12:08 P.M. was made by Mr. Rose, seconded by Ms. Scheidt and unanimously approved.

The next LDC meeting is scheduled for March 25, 2026.

Town of Brookhaven

Local Development Corporation

December 3, 2025

Meeting Minutes

Members Present:

Frederick C. Braun, III
Martin Callahan
Mitchell H. Pally
Frank C. Trotta
John Rose

Excused Members:

Felix J. Grucci, Jr.
Ann-Marie Scheidt

Also Present:

Lisa M. G. Mulligan, Chief Executive Officer
Lori J. LaPonte, Chief Financial Officer
Amy Illardo, Director of Marketing
Jocelyn Linse, Executive Assistant
Annette Eaderesto, Counsel
Barry Carrigan, Nixon Peabody, LLP
Howard Gross, Weinberg, Gross & Pergament, LLP (via Zoom)
Andrew Komaromi, Harris Beach Murtha, PLLC
Francis Lee, Integrated Structures
Dan Dornfeld, Forchelli, Deegan & Terana

Chairman Braun opened the LDC meeting at 3:02 P.M. on Wednesday, December 3, 2025, in the Corporation's Office on the Second Floor of Brookhaven Town Hall, One Independence Hill, Farmingville, New York. A quorum was present.

CFO's Report

Ms. LaPonte presented the Budget vs. Actual Report for the period ending October 31, 2025. There was no activity other than bank interest which Flushing Bank has sent notification that interest rates will be decreasing.

The motion to approve the CFO's Report was made by Mr. Pally and seconded by Mr. Trotta. All voted in favor.

LDC Meeting
December 3, 2025

All payroll taxes and related withholdings have been paid timely in accordance with Federal and State guidelines. All regulatory reports have been filed in a timely fashion. The budget was filed timely with the State in November.

2026 Meeting Schedule

Mr. Callahan made a motion to approve the 2026 meeting schedule. The motion was seconded by Mr. Trotta and unanimously approved. All meetings will be held at noon.

The motion to close the LDC meeting at 3:05 P.M. was made by Mr. Callahan and seconded by Mr. Rose. All voted in favor.

The next LDC meeting is scheduled for Wednesday, January 7, 2026.

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