

# Columbia County Industrial Development Agency

## MINUTES COLUMBIA COUNTY INDUSTRIAL DEVELOPMENT AGENCY Full Board Tuesday, February 1, 2022

A regular meeting of Columbia County Industrial Development Agency’s Board held Tuesday, February 1, 2022 by Zoom and in person. The meeting was called to order at 8:50am by Carmine Pierro, Chair.

Attendee Name	Title	Status	Arrived
Nina Fingar-Smith	Secretary	Present via Zoom	
Robert Galluscio	Treasurer	Present	
William Gerlach	Board Member	Present	
Brian Keeler	Board Member	Excused	
Carmine Pierro	Chair	Present	
Rick Rector	Board Member	Present via Zoom	
Sarah Sterling	Vice-Chair	Present	
Andrew Howard	Counsel	Present	
F. Michael Tucker	President/CEO	Present	
Lauren Cranna	Business Development Partner	Present	
Lisa Drahushuk	Administrative Supervisor	Present	
Cathy Lyden	Bookkeeper	Present	
Martha Lane	Business Development Director	Present	

Mr. Pierro called the meeting to order at 8:50 am.

**Slate of Directors:**

Mr. Pierro presented the Slate of Officers: Carmine Pierro: Chair, Sarah Sterling: Vice-Chair, Robert Galluscio – Treasurer, Nina Fingar-Smith: Secretary. *Mr. Galluscio made a motion, seconded by Ms. Sterling to approve the Slate of Officers as presented. Carried.*

**2022 Annual Housekeeping Resolution:**

Mr. Pierro asked if the Board had any questions regarding the 2022 Annual Housekeeping Resolution. With no questions presented, he called for a roll call vote.

		Aye	Nay	
Nina Fingar-Smith	Secretary	Aye		
Robert Galluscio	Treasurer	Aye		
William Gerlach	Board Member	Aye		
Brian Keeler	Board Member			Absent
Carmine Pierro	Chair	Aye		
Rick Rector	Board Member	Aye		
Sarah Sterling	Vice-Chair	Aye		

**Minutes:**

*Mr. Gerlach made a motion, seconded by Ms. Sterling to approve the minutes from December 7, 2021 as presented. Carried.*

Mr. Pierro asked for a motion to hold the meeting in abeyance in order to hold the committee meetings. *Mr. Gerlach made a motion, seconded by Mr. Galluscio to hold the meeting in abeyance. Carried. The meeting paused at 8:52am.*

*Mr. Rector made a motion, seconded by Mr. Gerlach to reopen the meeting. Carried.* Mr. Pierro re-opened the meeting at 8:55am.

**Consent Agenda:**

## Annual Reports:

- 2021 Performance Measures Report
- 2021 Operations and Accomplishments
- 2022 Mission Statement and Measurements Goals
- 2021 Discharged Duties

## Committee Reports:

- Audit Committee
  - Audit Committee Charter
  - 2021 Internal Controls
- Finance Committee
  - Treasurer's Report
  - Finance Committee Charter
- Governance Committee
  - Governance Committee Charter
  - Anti-Nepotism Policy
  - 2022 Compliance Calendar

Mr. Pierro asked if there were any questions. *Mr. Gerlach made a motion, seconded by Mr. Rector to approve the Consent Agenda as presented. Carried.*

**2022 CEDC/IDA Contract:**

Mr. Tucker stated the contract remained the same except for a suggested change to page 2 item 2: *(For such Service, the Agency shall pay to CEDC for the term of this Agreement the sum of TWENTY-FOUR THOUSAND AND 00/100 (\$24,000.00) DOLLARS on a quarterly basis, commencing January 1, 2022. In addition, if there are any Agency projects that result in receipt by the Agency of a payment or payments of a project fee or fees greater than \$100,000.00, CEDC shall receive additional compensation equivalent to 20% of the project fee(s) exceeding \$100,000.00, up to the maximum additional amount of \$10,000.00 additional compensation per project.).*

Mr. Pierro asked the Board if there were any questions on the contract or the changes. With no questions presented, he called for a motion. *Ms. Sterling made a motion, seconded by Mr. Gerlach to approve the contract as revised. Carried.*

**Administrative Director's Report:**

Mr. Tucker stated Klocke Estate had paid the partial fee to the IDA for their sales tax exemption. He noted they were still working on the financing with Farm Credit East, and had submitted a Consolidated Funding application. He stated Klocke would be applying for an extension due to Covid related issues.

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Mr. Tucker stated 178 Healy Boulevard LLC had been working through the planning board process. He anticipated that would be completed at the end of March. He stated the public hearing would be held after the planning board had approved SEQRA.

Mr. Tucker stated he expected Hecate would contacted him for IDA benefits. He noted the Town would be involved in the process. He reminded the Board Hudson River Valley Holding had one payment remaining on their mortgage. He stated he wouldn't suggest extending their deadline for building construction. He discusses the possibility of the IDA expanding or siting a new business park.

Mr. Tucker addressed tracking sales tax exemption and job creation, noting he had found a consulting firm that will do the tasks for a fee, which would be payable by the businesses. He stated the fees could be incorporated into the projects.

Mr. Tucker did a quick review of the financials of the agency, noting nothing unusual. He noted the Klocke project allowed the company to show a profit.

Mr. Tucker suggested that the Town Hall recording system be eliminated and the meetings continue to be broadcast via Zoom until the state opened up for in person meetings. He noted the conference room has recently received a tech upgrade.

*With no public comment or further business, Mr. Gerlach made a motion, seconded by Ms. Sterling to adjourn the meeting. The meeting adjourned at 9:26am.*

*Respectfully submitted by Lisa Draushuk*