

Choose Columbia

Columbia Economic Development Corporation

COLUMBIA ECONOMIC DEVELOPMENT CORPORATION NOTICE OF MEETING

Please take notice that there will be a regular meeting of the Columbia Economic Development Corporation's Executive Committee held on June 14, 2022 at 8:30am and will be open to the public. This meeting will be held to consider all appropriate business brought before it. The Columbia County IDA will be held in person at One Hudson City Centre, Suite 301, Hudson, NY 12534. The public will have an opportunity to hear the meeting live and in person and via ZOOM. Comments made be made in person and can also be provided via email before the meeting begins to mtucker@columbiaedc.com. Please check the meeting agenda posted on the CEDC's website on www.columbiaedc.com for updated information. Join Zoom:

<https://us06web.zoom.us/j/86880832924?pwd=ekJlMnZQdDBCZWVhaEl0dVROK3Nadz09>

Meeting ID: 868 8083 2924, Passcode: 267775, Dial by your location: 1 646 558 8656

Find your local number: <https://us06web.zoom.us/u/kdhs4E2uJ7>

Dated: June 7, 2022

Sarah Sterling

Secretary Columbia Economic Development Corporation

CEDC Executive Committee Agenda

Chairman: David Fingar

James Calvin

Sarah Sterling

Tarah Gay

Richard Cummings

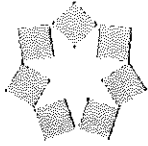
1. Minutes, January 11, 2022 *
2. Strategic Plan Update
3. Inactive Board Members
4. MC Fiber Services Contract*
5. Public Comment

Attachments:

Minutes: January, 11 2022

MC Fiber Services Contract

* Action Required



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**MINUTES
COLUMBIA ECONOMIC DEVELOPMENT CORPORATION
Executive Committee
Tuesday, January 11, 2022
One Hudson City Centre, Suite 301
Hudson, NY 12534**

A regular meeting of the Columbia Economic Development Corporation (CEDC) Executive Committee held in person and via Zoom due to the COVID-19 pandemic on January 11, 2022. The meeting was called to order at 8:31am by David Fingar, Chair.

Attendee Name	Title	Status	Arrived/ Departed
David Fingar	Chair	Present	
James Calvin	Vice-Chair	Present via Zoom	
John Lee	Treasurer	Excused	
Sarah Sterling	Secretary	Present	
Richard Cummings	Committee Member	Present	
Andrew Howard, Esq	CEDC Counsel	Present	
F. Michael Tucker	President/CEO	Present	
Lauren Cranna	Business Development Partner	Present via Zoom	
Lisa Drahushuk	Administrative Supervisor	Present via Zoom	
Martha Lane	Business Development Director	Excused	
Cat Lyden	Assistant Administrative and Bookkeeper	Present via Zoom	

Minutes, December 1, 2021:

Mr. Calvin made a motion, seconded by Mr. Cummings to approve the minutes from December 1, 2021. Carried.

Executive Committee Charter Review:

Mr. Cummings made a motion, seconded by Mr. Calvin to approve the Executive Committee Charter as presented. Carried.

2021 Discharged Duties:

Mr. Calvin made a motion, seconded by Mr. Cummings to approve the 2021 Discharged Duties as presented. Carried.

Staffing Review:

Mr. Tucker stated he was running a help wanted ad for a full time Project Manager and a part time Administrative Assistant, in the Register Star, Indeed and on the CEDC website. He stated the Project Manager position was \$45,000 - \$50,000 and the Administrative Assistant would be \$15-\$18/hour.

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Mr. Tucker asked Ms. Cranna to update the Committee on the SBA. She announced the SBA had awarded CEDC an additional \$400,000 in SBA funding for the loan program. She also noted they had nominated Seung Suh, Owner of the Copake General Store for the Small Business Person of the Year. Mr. Calvin noted the SBA had a number of awards, but lacked a category for those who initiated the loans. Mr. Tucker stated the SBA would be recognizing lenders in future years with an award.

New Initiatives Review:

Mr. Tucker gave the background of E For All. He noted it was a 12 week program. They have asked CEDC for \$25,000. Mr. Tucker offered \$7,500 in funding and \$2,500 of in-kind services. He noted this would be brought to the Workforce & Education Committee. He noted he was also working with the Hudson River Bank & Trust Foundation, the Spark of Hudson and the Galvan Foundation to assist in founding the program as well.

Mr. Tucker gave an update on the broadband project, noting that Stuyvesant and Hillsdale were attempting to develop their own programs to assist in expanding broadband in their communities.

Mr. Tucker gave an update on the PBF project with the City of Hudson IDA. He noted there were currently three potential projects planning on coming before the City IDA board.

He noted that he was working with Redburn Associates on a new housing project to be sited in Greenport. He stated the project had submitted an application to the County IDA, which had been approved to hold a public hearing in the near future.

He stated the County was interested in holding a virtual housing summit. He stated he was currently working on planning the summit, which will bring all parties together for a more cohesive plan.

Strategic Plan Update:

He stated Ms. O'Loughlin felt the final meeting should be held in person. Mr. Tucker felt it may be necessary to hold the next full Board meeting virtually or nearly so, due to the rising number of COVID cases. He stated he would contact her to determine how it could be done effectively and if part could be done virtually and part in person. He stated she wanted to present what she has learned and then have a discussion and have a final report. Ms. Sterling suggested delaying it a month which may get past the current spike.

Other Business:

Mr. Fingar stated he wished to discuss Mr. Tucker's contract which was set to expire in June. Mr. Tucker suggested the contract be renewed for two years under the same terms as the current contract. Mr. Calvin made a motion, seconded by Mr. Cummings to recommend the two year contract extension under the same terms currently in place to the full board for approval. Carried.

Mr. Tucker briefly reviewed the financial reports that would be discussed at the Audit & Finance Committee at the meeting the following day.

Public Comment:

With no further business and no public comment the meeting was adjourned at 9:05am upon a motion by Mr. Sterling and seconded by Mr. Lee.

Respectfully submitted by Lisa Drahusluk,

Columbia County Broadband Study Phase II Proposal

The Columbia Economic Development Corporation (CEDC) engaged MC Fiber Systems (MCFS) to conduct a study to identify dwellings without access to broadband Internet services. In 2021 MCFS identified 1,247 unserved dwellings spread over 12 towns. Many of the unserved are in remote areas of the county that were neglected by previous funding programs and extending broadband Internet services will be challenging and expensive.

As a result of CEDC’s efforts, Columbia County has among the most accurate broadband records in the state. Maintaining these records until rules for funding programs are made public and unserved dwellings are addressed has been and will continue to be an ongoing process. Accurate records are critical to assure no dwelling is left behind in the upcoming funding programs.

As a next step, MCFS will resurvey routes and confirm any new build outs that may have occurred and revise the unserved list accordingly. MCFS will provide updated lists for each Town as well as new maps identifying the unserved addresses within Columbia County.

MCFS will continue to monitor broadband funding programs. It is anticipated that NYS ConnectAll will release funding and application requirements no later than the 3rd quarter of 2022.

MCFS will maintain the current list of unserved addresses through the term of the Agreement.

Scope of Work

1. Resurvey route and provide an updated list and corresponding KMZ/KML map of the unserved addresses in Columbia County.
2. Monitor USDA, ConnectAll and other funding sources and assist CEDC or ISPs with information required for funding applications.
2. Provide technical assistance on issues related to broadband and unserved areas. Perform field checks, if necessary, to resolve discrepancies.
3. Update unserved area files through the term of the Agreement.
4. Provide monthly status reports on funding programs, known fiber build outs and unserved dwellings.

Duration

July 1, 2022 – December 31, 2022

Pricing

Total Price – \$30,000

MC Fiber Services - Phase 3 Schedule of Values								
Item	Work Activity	Total Value	22-Jul	Aug-22	22-Sep	22-Oct	Nov-22	Dec-22
1	Survey route and update Unserved Lists and maps based on recent buildouts.	\$ 6,000	\$ 3,000	\$ 3,000				
2	Monitor ConnectAll and other funding sources. Assist CEDC with funding applications.	\$ 15,000	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
3	Provide technical assistance on issues related to broadband and unserved areas	\$ 6,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
4	Continue to update the unserved list and maps over the term of the current Agreement	\$ 3,000			\$ 750	\$ 750	\$ 750	\$ 750
	Totals	\$ 30,000	\$ 6,500	\$ 6,500	\$ 4,250	\$ 4,250	\$ 4,250	\$ 4,250