



Choose Columbia

Columbia Economic Development Corporation

COLUMBIA ECONOMIC DEVELOPMENT CORPORATION

Tuesday, December 20, 2022

One Hudson City Centre, Suite 301

Hudson, NY 12534

A regularly scheduled meeting of the Columbia Economic Development Corporation (CEDC) Board of Directors was held in person at their office located at One Hudson City Centre, Suite 301, Hudson, NY 12534 on December 20, 2022. The meeting was called to order at 8:30 a.m. by David Fingar, Chair.

Attendee Name	Title	Status	Arrived/ Departed
Ruth Adams	Board Member	Present on Zoom	
Anand Balasar	Board Member	Absent	
Joseph Benson	Board Member	Absent	
James Calvin	Vice-Chair	Present in person	
Richard Cummings	Board Member	Present in person	
Carlee Drummer	Board Member – Ex-Officio	Present in person	
David Fingar	Chair	Present in person	
Tarah Gay	Board Member	Present in person	
Derek Grout	Board Member	Absent	
Michael Johnston	Board Member	Absent	
Kenneth Leggett	Board Member	Present in person	
Rachel Levine	Board Member	Present in person	
Michael Molinski	Board Member	Present in person	
Anita Otey	Board Member	Present on Zoom	
Carmine Pierro	Board Member – Ex Officio	Present in person	
Rick Rector	Board Member	Present in person	
Sean Sawyer	Board Member	Present in person	
Richard Scalera	Board Member – Ex Officio	Absent	
Sarah Sterling	Secretary	Present in person	
Andy Howard	CEDC Attorney	Present in person	
F. Michael Tucker	President/CEO	Present in person	
Bryan Mahoney	Columbia Memorial Health	Absent	
Lisa Drahushuk	Administrative Supervisor	Absent	
Jessica Gabriel	Senior Economic Developer	Present in person	
Martha Lane	Business Development Director	Present in person	
Cathy Lyden	Bookkeeper	Present in person	
Riley Werner	Administrative Assistant	Present in person	

Mr. Fingar called the meeting to order at 8:30am with a quorum present

Minutes November 29, 2022:

Mr. Calvin made a motion, seconded by Mr. Leggett to approve the November 29, 2022 minutes as presented. Carried.

President/CEO Report:

Mr. Tucker gave an update on the new hires joining the CEDC staff: Stephen Vandenburg, Business Development Specialist and Chris Brown, Affordable Housing Coordinator. He informed the Board the County approved the resolution instructing the IDA to transfer the funds for the purchase of the Cesternino property to CEDC. He stated the closing of the Cesternino property would take place later in the week. He also gave a brief overview of the hiring process. Mr. Tucker gave an update on the progress of the broadband project, noting the information gathered would be sent to the Public Service Commission prior to the January 16th deadline. He stated the Affordable Housing Coordinator would be a CEDC employee as well as the staff person for the Affordable Housing Taskforce. He anticipated holding the first meeting in January.

Mr. Tucker gave an update on the solar projects and stated that the county is now up to 10 of those projects. He reviewed the grants awarded to the county projects. Mr. Tucker reminded the Board, Columbia County received a Community Development Block Grant award to assist Klocke Estates. The grant funding is passed through CEDC as a sub-recipient of the grant. As part of the forgivable loan requirements, CEDC holds a lien on all business assets. Klocke Estates is working with Farm Credit to fund equipment leases and they are requesting CEDC release those assets in their lease from the blanket lien NYS UCC filing. *Mr. Rector made a motion, seconded by Mr. Sawyer to approve the release letter as presented. Carried.*

He thanked the Board for their support. Mr. Fingar thanked the staff for their support and hard work.

Treasurer's Report:

Mr. Tucker reviewed the report with the Board. *Mr. Leggett made a motion, seconded by Mr. Rector to approve the Treasurer's Report as presented. Carried.*

Mr. Tucker informed the Board one thousand two hundred and fifty membership letters had been sent. He stated an e-blast to 3,000 had also been sent. He stated two \$2,500 memberships had been received to date. He noted a pre-audit meeting had been scheduled with the auditors for early January.

Mr. Tucker stated he had been approached by Friends of Seventh Street Park for a loan in the amount of \$150,000. He stated a grant from the Dormitory Authority had been approved in that amount. He stated the grant was reimbursable. They asked if CEDC would loan them the funds which would be reimbursed upon receipt of the funding from the Dormitory Authority. He suggested the loan be split between CEDC and HDC. He noted CEDC would oversee the grant administration process. He asked the Board to consider the request prior to a formal request. He noted HDC has not made any decisions, but the issue would be brought to them at their next meeting. Mr. Sawyer stated it could take a year or more to get money back on these grants. Mr. Tucker stated he offered to administer the grant for a small fee.

2022 Audit Engagement Letter:

Mr. Tucker reviewed the UHY Audit Engagement letter with the Board. *Mr. Rector made a motion, seconded by Ms. Sterling to approve the letter as presented. Carried.*

2022 Tax Engagement Letter:

Mr. Tucker reviewed the UHY Tax Engagement letter with the Board. *Mr. Leggett made a motion, seconded by Ms. Gay to approve the letter as presented. Carried.*

Executive Committee:

Mr. Fingar discussed finances and their sources. The discussion centered on how the percentage of County funding had reduced over time and currently seemed to be increasing. Mr. Tucker felt the county saw CEDC as a place to go for work done without the complexity of government.

Portfolio Report:

Ms. Lane reviewed the portfolio report for the board. *Mr. Calvin made a motion, seconded by Mr. Cummings to approve the report as presented.*



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Workforce and Education Committee:

Ms. Adams stated that the committee did meet continued discussion. She stated the Committee had welcomed Michael Molinski as a Committee member. Dr. Drummer gave an overview on what the committee discussed. She stated a meeting of stakeholders would be held on January 12th. Attendees would be representatives from Questar, the Greene and Columbia County Chambers, Greene County Economic Development as well as CEDC Workforce & Education Committee. She noted that the meetings would be opened up to a larger group later.

Strategic Planning:

Mrs. Gabriel discussed working with the same pillars and adjusting the overall objectives of each pillar. Ms. Gabriel reviewed the progress made by the board to date and noted she would have an outline ready a month or two.

She reviewed briefly the CDBG projects including Blueberry Chill, and Kleins Kill Fruit Farms. She noted New Lebanon was seeking assistance in planning from the Main Street program.

Mrs. Gabriel reviewed the Columbia Forward program noting the Germantown Committee would be holding a meeting to gather information about available resources. She stated the primary intent was to determine business needs and concerns.

With no other business to be conducted, and no public comment, Mr. Cummings made a motion, seconded by Ms. Sterling to adjourn the meeting. Carried. The meeting adjourned at 9:32am.

Respectfully submitted by Riley Werner