



# Choose Columbia

Columbia Economic Development Corporation

## COLUMBIA ECONOMIC DEVELOPMENT CORPORATION

### Meeting Minutes

Tuesday, July 25, 2023

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 July 25, 2023. 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	Absent	
Joseph Benson	Board Member	Absent	
James Calvin	Vice-Chair	Present via Zoom	
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	
Justin Goldman	Board Member	Present in Person	
Derek Grout	Board Member	Absent	
Michael Johnston	Board Member	Present in person	
Kenneth Leggett	Board Member	Present in person	
Rachel Levine	Board Member	Absent	
Bryan Mahoney	Board Member	Absent	
Michael Molinski	Board Member	Present in person	
Anita Otey	Board Member	Absent	
Carmine Pierro	Board Member – Ex Officio	Absent	
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	
Jessica Gabriel	Vice President Economic Development	Present in person	
Chris Brown	Housing Coordinator	Present in person	
Martha Lane	Vice President Business Development	Present in person	
Stephen Vandenburgh	Business Development Specialist	Present in person	
Cathy Lyden	Bookkeeper	Present in person	
Riley Werner	Administrative Assistant	Present in person	
Valen Hay	Intern	Absent	
Lisa Drahushuk	Administrative Supervisor	Present in person	

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

Mr. Fingar welcomed Kenneth Leggett to the meeting. He stated that Mr. Leggett had resigned earlier in the year due to a family emergency, but was interested in serving on the CEDC Board once again and asked the Board if they would consider electing him to a seat. *Mr. Johnston made a motion, seconded by Ms. Sterling to elect Mr. Leggett to fill a vacancy on the CEDC Board. Carried.*

**Minutes June 27, 2023:**

*Mr. Cummings made a motion, seconded by Mr. Johnston to approve the minutes from the June 27, 2023 meeting as presented. Carried.*

**CEDC Committees Report:**

**Audit and Finance Report:**

**Treasurer's Report:**

Mr. Tucker reviewed the Treasurer's Report with the Board. He noted \$16,000 would be received from NYS from the Kleinkills Farm CDBG project. He noted that he had a discussion with the Audit and Finance Committee regarding the increase in accounting fees due to the single audit required. He noted the accounting may be sent out for bid due to the increased cost.

Mr. Tucker stated Columbia County had funded CEDC's summer intern through their Summer Internship program. He stated funds remained in the budget for an intern and he would be contacting Columbia Greene Community College for intern candidates.

Mr. Tucker reviewed the balance sheet, noting an increase of \$33,000 in SBA funding. He stated deferred income consisted of prepaid County funds for Columbia Forward and an advance of \$240,000 on the service contract amount due for July 1 to December 31, 2023, noting that allowed CEDC to enter into a contract to purchase 11 Warren Street. He noted the County continued to do their due diligence on the property, stating the title work and the survey has been completed. He stated they were moving forward with a resolution on August 9 to enter into a contract with CEDC to allow an assignment of the sale contract to the County in the amount of \$175,000.

Mr. Fingar asked if there were any further questions. With no questions presented, he called for a motion to approve the report as presented. *Mr. Leggett made a motion, seconded by Ms. Sterling to approve the report as presented. Carried.*

**Loan Committee:**

**Portfolio Dashboard:**

Ms. Lane reviewed the dashboard with the Board, noting Client D had been sent a final demand letter. Loan Client F had requested their \$23,700 loan be restructured. *Mr. Johnston made a motion to approve the report as presented, seconded by Mr. Sawyer. Carried.*

**After Owls LLC:**

Mr. Vandenburg stated the loan request was for a \$30,000 CEDC loan for a term of 10 years and a \$20,000 SBA loan for a term of 6 years, both at 6% interest. The funds would be used for working capital. Collateral would be a lien on business assets and the personal guarantee of the principals. *Mr. Cummings made a motion seconded by Mr. Molinski to approve the loan as presented. Carried.*

**Kinderhook Books, LLC:**

Mr. Vandenburg stated the loan request was for a \$30,000 CEDC loan for a term of 10 years and a \$20,000 SBA loan for a term of 6 years, both at 6% interest. The funds would be used for inventory and working capital. Collateral would be a second mortgage on their residence and the personal guarantee of the principals. *Ms. Sterling made a motion, seconded by Mr. Molinski to approve the loan as presented. Carried.*

**The Meat Hook Hudson, LLC:**



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Ms. Lane stated the request was for a \$50,000 CEDC loan for a term of 10 years and a \$25,000 SBA loan for a term of 6 years, both at 6% interest. The funds would be used for equipment purchase and working capital. Collateral would be a lien on business assets and the personal guarantee of the principal. *Mr. Cummings made a motion, seconded by Ms. Sterling to approve the loan as presented. Carried.*

Ms. Lane stated the 2022-2023 SBA TA grant has been closed out. She noted that grant had totaled \$232,000. She stated the 2023-2024 TA grant totals \$275,000. She stated the \$775,000 SBA loan to be used for the small business loans had closed last week, and she had requested the first drawdown of \$275,000. She stated 15% of that would be set aside in the loan loss reserve account. Ms. Lane stated the SBA interest charge on the funds would increase from 2% to 4% after the first 12 months. She stated the Loan Committee had discussed increasing the CEDC loan rate in order to cover the increase.

## **Workforce and Education Committee:**

Ms. Drummer reminded the Board the next meeting would be held on August 3<sup>rd</sup>. She announced Columbia Greene Community College had received \$910,000 to support healthcare specifically for the LPN program to purchase simulator equipment for the program.

## **President/CEO Report:**

### **Broadband:**

Mr. Tucker stated he and Mr. Fingar have a telephone meeting with the Connect All program, the NYS Broadband office, to discuss the unserved addresses. He estimates Columbia County needs \$2.5 - \$3 million to complete the hookups in Columbia County. He noted there would still be a number of unserved that remain difficult to hook up.

### **Housing:**

Mr. Tucker stated Mr. Brown had been working for 6 months and has continued to make progress with the Housing Initiative. He stated the Task Force and Committees have been set up and meet regularly. He noted a number of recommendations are being worked on including the possibility of a county land bank. Mr. Tucker reviewed a recent ruling by the US Supreme Court, which allows the County to keep the funds from the sale of property up to and including the amount due to the taxing jurisdictions for unpaid taxes and fees, any surplus must be given to the owner of the property.

Mr. Brown gave an overview of happenings of the past month. He stated an employer survey would be reviewed by the committee, then distributed to employers throughout the county. The survey would question how housing affordability issues impact their employees and business. He stated a followup survey would be sent to employees later. He announced a housing forum would be scheduled for October. He stated CEDC was supporting the creation of a Community Land Trust which would operate county wide.

Mr. Brown stated the Governor was creating a Pro Housing Community Initiative, noting the details had not been released. Mr. Tucker reviewed an event with Senator Hinchey where agricultural issues were discussed including housing. He stated he continued to work on the small solar PILOT projects that come to the County Board of Supervisors.

Mr. Tucker began a discussion regarding child care in the county. He stated Chairman Murell has asked him to become involved in discussions regarding child care that had been previously been coordinated by Bob Gibson. He noted the Department of Social Services has access to significant State funding to be able to provide grants

to families who have child care needs. He noted Social Services has been unable to get the funds out to those who need them, due to a lack of child care providers. He stated that discussions had been held with providers who stated those funds don't support the organizations. He stated CEDC needed more information about the issue in order to determine if CEDC could be a facilitator. He felt that CEDC could do a draft business plan, and contract with the Community Foundation who run the program for Columbia County residents. He thought that could at least answer the question of interest in the community.

Mr. Johnston asked if location of the facility was an issue. He noted schools were dealing with less students and excess room in the school buildings should be available. Dr. Drummer suggested Mr. Tucker involve Chris Nardone as he was working on a related project. Mrs. Gabriel noted that Ichabod Crane has a daycare program that could be used as a template. Mr. Johnston stated someone needs to step up and take over this issue. Mr. Rector noted daycare should be an important portion of affordable housing. Mr. Goldman felt that this was important if you are attracting younger people.

Mr. Tucker outlined the CFA projects and asked Mrs. Gabriel to give an annual report on the Columbia Forward program. Mrs. Gabriel stated \$299,000 in loans, \$22,250 in grants and technical assistance was provided to 56 businesses. She noted that networking events had been held and CEDC had partnered with Town Supervisors, economic development committees and local business associations. She stated the Office of Community Renewal had invited CEDC to submit a full application for a \$300,000 Microenterprise Grant. The grant would be used for grants to small businesses of up to \$25,000 to be used for working capital, inventory, etc.

Mrs. Gabriel stated Greene County has asked CEDC to partner with them on a Brownfield program. The joint application would assist in preparing sites for reuse. She has reached out to the Supervisors for potential sites. Greene County has hired a consultant to assist with the project.

Mr. Tucker stated Columbia County would be holding their Climate Carnival this year and asked if the Board would approve CEDC acting as their fiscal agent. He noted the funds would come to CEDC and the county would direct CEDC how to disburse the funds. *Ms. Gay made a motion, seconded by Mr. Leggett to authorize Mr. Tucker to enter into an agreement with Columbia County to accept the Climate Carnival donations and disburse the funds at their direction. Carried with Mr. Fingar in opposition.*

*With no other business to be conducted, and no public comment, Mr. Johnston made a motion, seconded by Mr. Rector to adjourn the meeting. Carried. The meeting adjourned at 9:35am.*

*Respectfully submitted by Lisa Drahusluk*