



Choose Columbia

Columbia Economic Development Corporation

COLUMBIA ECONOMIC DEVELOPMENT CORPORATION

Meeting Minutes

Tuesday, October 31, 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 October 31, 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	Present in person	
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	
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	Present in person	
Michael Molinski	Board Member	Present in person	
Carmine Pierro	Board Member – Ex Officio	Absent	
Rick Rector	Board Member	Present in person	
Sean Sawyer	Board Member	Absent	
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 Vandenburg	Business Development Specialist	Present in person	
Cathy Lyden	Bookkeeper	Present in person	
Riley Werner	Administrative Assistant	Present in person	
Lisa Drahushuk	Administrative Supervisor	Present in person	

Mr. Fingar called the meeting to order at 8:31am with a quorum present.

Minutes August 29, 2023:

Mr. Calvin made a motion, seconded by Mr. Leggett to approve the minutes from the September 26, 2023 meeting as presented. Carried.

Treasurer's Report

2024 Budget:

Mr. Tucker reviewed the Treasurer's Report and the 2024 CEDC budget, noting the Audit & Finance Committee had also reviewed them. He informed the Board that Mr. Vandenburg had developed a spreadsheet outlining how CEDC could become evergreen. He stated it determined that with a 15% default rate, CEDC could lend \$50,000 per month until April 2023. *Mr. Johnston made a motion, seconded by Mr. Cummings to approve the Treasurer's Report, and 2024 CEDC budget as presented. Carried.*

Audit and Finance Committee:

Ms. Gay stated the Committee had reviewed and recommended the Treasurer's Report, the Portfolio Report and the 2024 CEDC budget to the full Board for approval. Mr. Tucker stated they also discussed his meeting with UHY regarding the audit fee. He noted that UHY had capped their audit fee.

Loan Committee:

Portfolio Dashboard:

Ms. Lane reviewed the report, Loan Client A continues to make monthly payments but haven't brought their account current; Loan Client B paid off one of their loans, and are still making payments on their open loan. Loan Client C will be brought to the Board for a recommended writeoff on their loan. Loan Client D brought both accounts current. *Mr. Goldman made a motion, seconded by Mr. Leggett to approve the report as presented. Carried.*

M.C. Wood LLC:

Ms. Lane stated they requested a \$15,000 CEDC loan and a \$35,000 SBA loan. The term for both loans would be 6 years and the interest rate would be 6%. The funds would be used for working capital and equipment purchase. Collateral would consist of a lien on business assets and the personal guaranty of the principal. *Mr. Calvin made a motion, seconded by Mr. Rector to approve the loan as presented. Carried.*

Rayzcorp Inc.:

Mr. Vandenburg stated they have requested a \$15,000 CEDC loan and a \$25,000 SBA loan with terms of 6 years and a rate of 6%. He noted the purpose was debt refinance, working capital and equipment purchases. Collateral consists of a lien on business assets, a lien on a personal investment account and the personal guaranty of the principal and spouse. *Ms. Sterling made a motion, seconded by Mr. Cummings to approve the loan as presented. Carried.*

Roundclay Studio & Design Loan Request: Ms. Lane stated the Loan Committee had approved the loan and no full board approval was required as it was under \$25,000.

Rebus 12534 LLC:

Ms. Lane stated the loan had been previously reviewed and approved, but the commitment letter had expired. She noted the owner has established a shop on Warren Street and it was being brought before the Board for a re-approval. She noted the request was for a \$15,000 CEDC loan and a \$35,000 SBA loan for a term of 6 years and an interest rate of 6%. The funds would be used for working capital and inventory purchases. Collateral would consist of a lien on business assets and the personal guaranty of the principal. *Mr. Leggett made a motion, seconded by Ms. Sterling to approve the loan as presented. Carried.*

Countryside Cleanup Change in Collateral:

Ms. Lane stated the request was for a release on the lien on a vehicle. She explained the business owner asked for the release on lien in order to allow for a quicker turnaround when they found a replacement vehicle. She stated the Loan Committee had agreed to wait until a new vehicle was found, at which point a letter of satisfaction would be provided. CEDC would take title on the new vehicle once obtained. Mr. Johnston asked if the business would be obtaining collision insurance or only liability. He suggested that both be included in the coverage. *Mr. Johnston made a motion, seconded by Ms. Gay to approve the change in collateral conditional on the inclusion of comprehensive coverage on the insurance policy naming CEDC as additionally insured. Carried.*



Choose Columbia

Columbia Economic Development Corporation

Aerocity:

Mr. Tucker stated the original loan was made in 2015. He noted the company had been sold and the new owner asked CEDC to issue a satisfaction. He noted no action had been brought by CEDC in the past and felt if any claim against the company had existed it would have been followed up prior. He asked the Board to consider allowing a letter to be sent to the current owner stating CEDC had no interest. *Mr. Johnston made a motion, seconded by Mr. Leggett to acknowledge CEDC has no claim against Aerocity. Carried.*

Oh Junk Loan Writeoff:

Ms. Lane requested the Board approve the writeoff of the Oh Junk loan with an outstanding balance of under \$5,000. *Mr. Molinski made a motion, seconded by Mr. Leggett to approve the writeoff of the Oh Junk Loan. Carried.*

President /CEO Report:

Mr. Tucker gave an overview of the past month noting:

- The SBA had come to the office for their annual audit. He stated CEDC received a great report with no significant items of concern identified.
- The \$300,000 Microenterprise grant had been awarded. He noted this would be helpful for start up small business owners.
- NYS had approved the Hecate solar project in Hillsdale.
- Broadband work continued. After the next stage, the number of unserved will be 500, of the most difficult to connect customers.
- This was Columbia County Veterans Small Business Week.
- CEDC was working with Columbia County on their Climate Forum held at Columbia Greene Community College on December 2nd
- Habitat for Humanity had received a grant of \$1.5 million grant for housing. He noted they had inquired if CEDC would play a role in the grant. The funds would be for county wide use.
- The John L. Edwards School had a potential purchaser.
- The final notification had been received allowing the use of the work “Bank” in the Columbia County Land Bank.
- City of Hudson IDA updates:
 - The Wick Hotel was still under contract for sale. He stated their loan would be paid off once the sale closed.
 - The former Elk’s Club was finalizing their planning board process.
 - Providence Hall and Schuyler Court potential buyers were working through issues with HUD prior to closing on the project.
 - 708 State Street would be having a ground breaking ceremony on Friday November 3rd at 4:00pm.

Mr. Brown stated the 2nd Annual Virtual Housing forum would be held November 1st. They would be reviewing last year’s recommendations and reviewing what had been done and what would be done in the future. He noted the Land Bank had been approved by Empire State Development and was moving forward through the process.

Mr. Brown introduced the Brownfields Assessment grant which had been applied for by Greene County. The grant requires two non-lead applicants. Greene County is the lead applicant, and asked Columbia County and the Hunter Foundation to be the required two non-lead applicants. He noted the grant would do assessments but could not be used for cleanup. The application required a letter of intent to be signed by Mr. Fingar. Mr. Fingar called for a motion to authorize the CEDC Board Chair to sign the Brownfield Coalition Assessment Grant Application as a non-lead applicant. *Mr. Molinski made a motion, seconded by Mr. Cummings to authorize Mr. Fingar to sign the application as outlined. Carried.*

Mr. Brown stated the Employer Survey had been sent out to nearly 1400 addresses, with a 6% response rate.

Mr. Tucker noted the CEDC office lease was expiring on August 31st.and had a 5 year renewal option. He suggested renewing in January. *Mr. Johnston made a motion, seconded by Mr. Calvin to approve the lease renewal for 5 years. Mr. Cummings abstained from the vote. Carried.*

Mr. Tucker stated Mrs. Gabriel had agreed to continue to consult for 5 – 10 hours a month. She would also continue to represent Columbia County on the Workforce Investment Board.

Mr. Rector stated he had just discovered 2 dispensaries in the City of Hudson. Mr. Tucker stated to the best of his knowledge the County had no real authorization over regulation, but thought the individual municipalities had to opt in or out of hosting. He stated he would investigate and report back to the board.

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

Respectfully submitted by Lisa Drahusiuk