

# Columbia County Industrial Development Agency

## MINUTES DRAFT COLUMBIA COUNTY INDUSTRIAL DEVELOPMENT AGENCY Governance Committee Tuesday, October 3, 2023

A regularly scheduled meeting of Columbia County Industrial Development Agency’s Governance Committee held in person and accessible to the public via Zoom on Tuesday, October 3, 2023. The meeting was called to order at 8:34am by Carmine Pierro, Chair

Attendee Name	Title	Status	Arrived
Nina Fingar-Smith	Secretary	Present in person	8:36am
Robert Galluscio	Treasurer	Present in person	
William Gerlach	Board Member	Present in person	
Brian Keeler	Board Member	Present in person	
Carmine Pierro	Chair	Present in person	
Rick Rector	Board Member	Present in person	
Sarah Sterling	Vice-Chair	Present in person	
Andrew Howard	Counsel	Present in person	
F. Michael Tucker	President/CEO	Present via Zoom	
Jessica Gabriel	Senior Economic Developer	Present in person	
Chris Brown	Housing Development Coordinator	Absent	
Martha Lane	Business Development Director	Present in person	
Stephen VanDenburgh	Business Development Specialist	Present in person	
Lisa Drahushuk	Administrative Supervisor	Present in person	
Cat Lyden	Bookkeeper	Present in person	
Riley Werner	Administrative Assistant	Present in person	

**Minutes, March 13, 2023:**

*Mr. Galluscio made a motion, seconded by Ms. Sterling to approve the March 13, 2023 minutes. Carried.*

**2024 Meeting Schedule:**

*Mr. Keeler made a motion, seconded by Mr. Rector to approve the 2024 Meeting Schedule as presented. Carried.*

**Administrative Director’s Report:**

Mr. Tucker stated he has had no recent updates on the Greenport housing project. He announced that Ms. Gabriel had tendered her resignation, noting she would be missed.

**Draft Revised Evaluation and Application:**

Mrs. Gabriel reviewed the revised evaluation noting that the language had been cleaned up and updated. She reviewed the document noting several items noted under the Uniform Criteria had been changed.. She stated those changes required the application to be updated, reflecting the changes. She stated she had added areas to the application that allowed the applicant to give more relevant project details.

Ms. Gabriel stated she had added a section regarding SEQRA and how the applicant would be complying with it. She added specific questions to allow the Board to gather the information required for the PARIS reporting. Mr. Howard stated this would allow the specifics to be discussed and incorporated any findings into the project review.

Mrs. Gabriel noted she didn't remove anything, but elaborated on some items and rearranged others. She stated she added a Retail Questionnaire, noting there are specific requirements the IDA would need to comply with if they ever chose to consider a retail project. She stated she also added an Inter-municipal Move Questionnaire and modified the Cost/Benefit Analysis.

With no further questions, Mr. Pierro called for a motion to approve the revised application as presented. *Mr. Rector made a motion, seconded by Mr. Gerlach to approve the Draft Revised Application as presented. Carried.* Mrs. Gabriel stated the changes would be incorporated in to the Uniform Tax Exempt Policy and then adopted.

*With no further items to come before the Committee, Mr. Pierro called for a motion to adjourn the meeting. Ms. Fingar-Smith made a motion, seconded by Mr. Keeler to close the meeting.. Carried.*

*The meeting adjourned at 8:50am.*

*Respectfully submitted by Lisa Drahushuk*