

# UCIDA

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Ulster County Industrial Development Agency

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## ULSTER COUNTY INDUSTRIAL DEVELOPMENT AGENCY MINUTES JANUARY 11, 2017

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A regular monthly meeting of the Ulster County Industrial Development Agency was held at 8:00 a.m., Wednesday, January 11, 2017, Karen Binder Library, 6<sup>th</sup> Floor, Ulster County Office Building, 244 Fair Street, Kingston, NY.

### Roll Call:

The following agency members were present:

Michael Horodyski	Chair
John Livermore	Assistant Secretary
James Malcolm	Assistant Treasurer
John Morrow	Vice Chair
Randall Leverette	Treasurer
Michael Bernholz	Member

The following agency members were excused (absent with notice):

Robert Kinnin	Secretary
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Office of Economic Development Staff:

Linda Clark  
Christopher Fury  
Suzanne Holt

UCIDA Attorney and Bond Counsel:

A. Joseph Scott	Hodgson Russ LLP
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Chief Financial Officer:

Christopher Rioux

Additional Attendees:

Todd Erling, Hudson Valley Agri-Business  
Marc Davis  
Stuart Davis  
Jeff Kane, Kirchoff Properties  
John Hettinger, Kirchoff Properties

James Maloney, Ulster County Legislator  
Geddy Sveikauskas, Ulster Publishing

The meeting was called to order at 8:00 a.m.

### **PLEDGE OF ALLEGIANCE**

The members of the Agency participated in the Pledge of Allegiance to the flag.

### **READING OF THE UCIDA MISSION STATEMENT**

The mission of the Ulster County Industrial Development Agency is to advance the job opportunities, general prosperity and long-term economic vitality of Ulster County residents by targeting tax incentives, bonding and other assistance to foster creation and attraction of new business and the retention and expansion of existing business.

### **MINUTES**

**Motion:** John Morrow, seconded by Randall Leverette, moved to approve the Minutes of the December 14, 2016, meeting. A copy of said Minutes is on file.

**Vote:** The motion was adopted.

### **FINANCIALS**

**Motion:** Randall Leverette, seconded by James Malcolm, moved to accept the financials for the period ending December 31, 2016. A copy of said Financials is on file.

**Vote:** The motion was adopted.

### **COMMITTEE REPORTS**

#### **Audit Committee**

Committee Chair Randall Leverette reported that the next meeting of the Audit Committee is scheduled at 7:30 a.m., Wednesday, February 8, 2017.

#### **Governance Committee**

Committee Chair John Morrow reported the need to schedule a meeting regarding the Uniform Tax Exemption Policy prior to bringing it to the Board.

Chair Horodyski stated that he believes only one additional comment was made by the Town of New Paltz since the public hearing for the Uniform Tax Exemption Policy. He asked to have the Governance Committee work on bringing it to the full board within the first quarter of 2017.

Chair Horodyski also pointed out the need for the Governance Committee to further discuss proposed changes to the Agency's Application in order to make the numbers clearer

Chair Horodyski requested the Agency's members complete the Acknowledgement of Fiduciary Duties and Evaluation of Board Performance forms.

### **HUDSON VALLEY AGRIBUSINESS DEVELOPMENT CORPORATION**

Todd Erling, Executive Director, Hudson Valley Agribusiness Development Corporation presented the 2016 annual report. He reported that HVADC is a regional not-for-profit organization focusing on agriculture, food systems, agricultural-related and agricultural-dependent businesses.

HVADC is also working directly with Ulster County on a beverage cluster analysis as a recommendation arising out of a result of the targeted industry analysis to enhance the opportunities for jobs and businesses in the Ulster County region. Umbrella programs of the HVADC directly touching businesses in Ulster County include the following:

- **INCUBATOR WITHOUT WALLS:** A program providing a one-on-one technical assistance with experts to individual businesses in Ulster County.
- A larger technical assistance program working among groups including the local Farm Hub, the new Northeast Beginning Farmer Program and other individual programs such as Glenwood, all helping to develop and support what Cooperative Extension does, what soil and water does and what Rondout Valley Growers do.
- **HUDSON VALLEY BOUNTY PROGRAM:** A regional branding and networking program of farms, chefs, restaurants, caterers and business opportunities which focus on local food and transparency as well as fiber and other non-food items.

During 2016, the HVADC worked with nine (9) individual businesses providing one-on-one technical assistance. Those groups included Tried-and-True Farm Hub and food hub businesses, Farm-to-Table Co-Packers, who has now transferred to the Farm Bridge Company, Hudson Valley Harvest. Both Farm Bridge Company and Hudson Valley Harvest showed substantial increases in local food going through their respective facilities.

New companies include the following:

- **HUDSON VALLEY SEED LIBRARY**, which was borne out of efforts in the County of Ulster and has now transitioned into The Hudson Valley Seed Company and is now known nationally.
- A dairy processing company which is targeting working with Vinnie Cozzolino and the Galileo Group. The dairy processing company is going to Vermont to process cheese once a week. HVADC is attempting to attract them here to work with and use the facility that Mr. Cozzolino is proposing be developed in Kingston.
- **FIELD GOODS**, a company developed by Donna Williams. She contracts with farmers and food processors, like Farm-to-Table Co-Packers, now Farm Bridge, to purchase food and makes it available to subscribers not only in the Capital Region, but also to the lower Hudson Valley and Northern New York.

A copy of said report is on file.

## PROJECTS

### DOC-1561 PROJECT

Jeff Kane, representing KIRCHOFF PROPERTIES, spoke on behalf of the project. It is a proposed transfer of ownership of the building. Both the tenant and management will remain the same. The request before the Board is strictly the approval of the real estate transaction.

RESOLUTION CONSENTING TO AND AUTHORIZING THE EXECUTION AND DELIVERY OF CERTAIN DOCUMENTS WITH RESPECT TO THE ASSIGNMENT AND ASSUMPTION OF THE MH MG-KM KINGSTON, LLC PROJECT.

**Motion:** John Morrow, seconded by James Malcolm moved to authorize charging the same precedent administrative fee as previously set by the Agency for these types of transfers

**Vote:** The motion was adopted.

### 2017 ORGANIZATION /HOUSEKEEPING RESOLUTION

Proposed resolution approving certain appointments and administrative matters of the Ulster County Industrial Agency.

RESOLUTION APPROVING CERTAIN APPOINTMENTS AND ADMINISTRATIVE MATTERS OF THE AGENCY.

**Motion:** Randall Leverette, seconded by John Livermore moved to adopt the 2017 Organization/Housekeeping Resolution.

**Vote:** The motion was adopted.

### UNIFORM TAX EXEMPTION POLICY

Chair Horodyski stated that a public hearing was held regarding the UTEP on December 5, 2016. The Governance Committee will draft and formalize changes as to what the UCIDA should reflect and then bring it back to the Board for approval. In addition, governance will review and propose changes to the Application in order to make the numbers and verbiage clearer and bring these ratifications to the Board for approval. Chair Horodyski was hopeful to see the foregoing changes by March or April.

## OLD BUSINESS

### GALILEO TECHNOLOGY GROUP

Proposal under RFP to provide \$20,000.00 to create a food distribution, food processing pod in Ulster County. Several potential users are already in place.

**Motion:** Randall Leverette, seconded by John Morrow moved to table the authorization of \$20,000.00 to GALILEO TECHNOLOGY GROUP to create a food distribution, food processing pod in Ulster County.

**Vote:** The motion was adopted.

### **NEW BUSINESS**

#### **Darienlake – Kingston**

Christopher Fury reported that he met with Amit Shah off Darienlake - Kingston with regard to the Fee Policy Schedule. The reason for the meeting was to determine the actual cost of the project which has now been completed. They were approximately \$8,732.00 over the estimated cost. The total project cost was \$9,850,000.00. Christopher Fury will provide invoices when they are available to him.

Members of the Agency discussed a possibility of setting a threshold guideline for future projects..

**Motion:** James Malcolm, seconded by John Morrow, moved to concur with the recommendation of the Chair and to forego any additional fees.

**Vote:** The motion was adopted.

### **HUDSON VALLEY ECONOMIC DEVELOPMENT CORPORATION INVOICE**

**Motion:** John Livermore, seconded by Randall Leverette, moved to authorize the payment in the amount of \$5,000.00 as the Agency's portion of the 2017 due to the HUDSON VALLEY ECONOMIC DEVELOPMENT CORPORATION.

**Vote:** The motion was adopted.

Randall Leverette requested permission to attend the Upstate Venture Association of New York's Conference on January 19, 2017. The cost of said conference is \$75.00.

**Motion:** James Malcolm, seconded by John Morrow, moved to approve Randall Leverette's attendance at the Upstate Venture Association Conference and to reimburse him for the cost of the same.

**Vote:** The motion was adopted.

### **PUBLIC COMMENT**

There was no public comment.

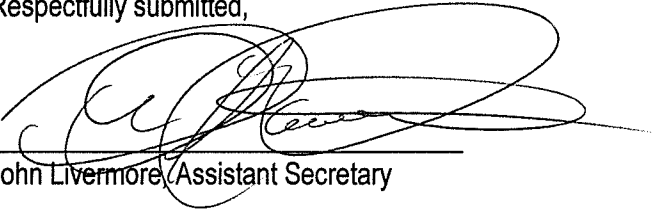
**ADJOURNMENT**

**Motion:** James Malcolm, seconded by John Morrow, moved to adjourn the meeting

**Vote:** The motion was adopted.

The meeting was adjourned at 8:49 a.m.

Respectfully submitted,



John Livermore, Assistant Secretary