

# UCIDA

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Ulster County Industrial Development Agency

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## ULSTER COUNTY INDUSTRIAL DEVELOPMENT AGENCY MINUTES JULY 11, 2018

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A regular monthly meeting of the Ulster County Industrial Development Agency was held on Wednesday, July 11, 2018, at 8:00 A.M. in the 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:

Randall Leverette                      Vice-Chair  
Paul Andreassen  
Michael Ham  
Richard Jones  
Faye Storms

The following agency members were absent (with notice):

Daniel Savona  
James Malcolm

Office of Economic Development Staff:

Suzanne Holt  
Evelyn Heinbach  
Bernadette Andreassen

UCIDA Attorney and Bond Counsel:

Christopher Canada                      Hodgson Russ LLP

Chief Financial Officer:

Christopher J. Rioux

Additional Attendees:

Hector Rodriguez                      Ulster County `Legislator  
James Maloney                          Ulster County Legislator

P.O. Box 4265, Kingston, NY 12402-4265

Geddy Sveikauskas  
William Kemble

Ulster Publishing  
Daily Freeman

The meeting was called to order at 8:05 A.M.

### **PLEDGE OF ALLEGIANCE**

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

### **Appointment**

County Clerk, Nina Postupack, administered the Oath of Office of member, Faye Storms.

### **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.

### **INTRODUCTIONS**

Introductions were exchanged among the public attendees, the Board members and staff who were present.

### **PUBLIC COMMENT ON AGENDA ITEMS**

No one asked for the privilege of the Floor. The Public Comment on Agenda Items section of the agenda was closed.

### **MINUTES**

**Motion:** Michael Ham, seconded by Paul Andreassen, moved to approve the Minutes of the June 13, 2018 meeting. A copy of said Minutes is on file.

**Vote:** The motion was adopted.

### FINANCIALS

CFO, Christopher J. Rioux reviewed the financial report with the Members.

**Motion:** Faye Storms, seconded by Richard Jones, moved to accept the Financials for the period ending June 30, 2018, as presented. (A copy of the said financial report is on file.)

**Vote:** The motion was adopted.

### NEW BUSINESS

#### Appointment of Officers

Vice-Chair, Randall Leverette proposed a slate of officers as follows:

**MOTION** to open nominations for **Chair:** Richard Jones, seconded by Michael Ham nominate **Randall Leverette** for **Chair**.

**MOTION** to close nominations for **Chair** made by Richard Jones, seconded by Faye Storms.

	YEA	NAY	ABSENT	ABSTAIN
Randall Leverette	[ X ]	[ ]	[ ]	[ ]
James Malcolm	[ ]	[ ]	[ X ]	[ ]
Paul Andreassen	[ X ]	[ ]	[ ]	[ ]
Michael Ham	[ X ]	[ ]	[ ]	[ ]
Richard Jones	[ X ]	[ ]	[ ]	[ ]
Daniel Savona	[ ]	[ ]	[ X ]	[ ]
Faye Storms	[ X ]	[ ]	[ ]	[ ]

**Randall Leverette is elected Chair.**

**MOTION** to open nominations for **Vice Chair:** Michael Ham, seconded by Richard Jones, nominate **James Malcolm** for **Vice Chair**.

**MOTION** to close nominations for **Vice Chair** made by Richard Jones, seconded by Paul Andreassen.

	YEA	NAY	ABSENT	ABSTAIN
Randall Leverette	[ X ]	[ ]	[ ]	[ ]
James Malcolm	[ ]	[ ]	[ X ]	[ ]
Paul Andreassen	[ X ]	[ ]	[ ]	[ ]
Michael Ham	[ X ]	[ ]	[ ]	[ ]
Richard Jones	[ X ]	[ ]	[ ]	[ ]
Daniel Savona	[ ]	[ ]	[ X ]	[ ]
Faye Storms	[ X ]	[ ]	[ ]	[ ]

**James Malcolm is elected Vice Chair.**

**MOTION** to open nominations for **Treasurer**: Michael Ham, seconded by Richard Jones, nominate **Richard Jones** for **Treasurer**.

**MOTION** to close nominations for **Treasurer** made by Paul Andreassen, seconded by Faye Storms.

	YEA	NAY	ABSENT	ABSTAIN
Randall Leverette	[ X ]	[ ]	[ ]	[ ]
James Malcolm	[ ]	[ ]	[ X ]	[ ]
Paul Andreassen	[ X ]	[ ]	[ ]	[ ]
Michael Ham	[ X ]	[ ]	[ ]	[ ]
Richard Jones	[ X ]	[ ]	[ ]	[ ]
Daniel Savona	[ ]	[ ]	[ X ]	[ ]
Faye Storms	[ X ]	[ ]	[ ]	[ ]

**Richard Jones is elected Treasurer.**

**MOTION** to open nominations for **Secretary**: Michael Ham, seconded by Randall Leverette, nominate **Michael Ham** for **Secretary**.

**MOTION** to close nominations for **Secretary** made by Paul Andreassen, seconded by Faye Storms.

	YEA	NAY	ABSENT	ABSTAIN
Randall Leverette	[ X ]	[ ]	[ ]	[ ]
James Malcolm	[ ]	[ ]	[ X ]	[ ]
Paul Andreassen	[ X ]	[ ]	[ ]	[ ]
Michael Ham	[ X ]	[ ]	[ ]	[ ]
Richard Jones	[ X ]	[ ]	[ ]	[ ]
Daniel Savona	[ ]	[ ]	[ X ]	[ ]
Faye Storms	[ X ]	[ ]	[ ]	[ ]

**Michael Ham is elected Secretary.**

**MOTION** to open nominations for **Assistant Secretary**: Randall Leverette, seconded by Randall Leverette, nominate **Faye Storms** for **Assistant Secretary**.

**MOTION** to close nominations for **Assistant Secretary** made by Richard Jones, seconded by Michael Ham.

	YEA	NAY	ABSENT	ABSTAIN
Randall Leverette	[ X ]	[ ]	[ ]	[ ]
James Malcolm	[ ]	[ ]	[ X ]	[ ]
Paul Andreassen	[ X ]	[ ]	[ ]	[ ]
Michael Ham	[ X ]	[ ]	[ ]	[ ]
Richard Jones	[ X ]	[ ]	[ ]	[ ]
Daniel Savona	[ ]	[ ]	[ X ]	[ ]
Faye Storms	[ X ]	[ ]	[ ]	[ ]

**Faye Storms is elected Assistant Secretary.**

**MOTION** to open nominations for **Assistant Treasurer**: Michael Ham, seconded by Richard Jones, nominate **Paul Andreassen** for **Assistant Treasurer**.

**MOTION** to close nominations for **Assistant Treasurer** made by Richard Jones, seconded by Faye Storms.

	YEA	NAY	ABSENT	ABSTAIN
Randall Leverette	[ X ]	[ ]	[ ]	[ ]
James Malcolm	[ ]	[ ]	[ X ]	[ ]
Paul Andreassen	[ X ]	[ ]	[ ]	[ ]
Michael Ham	[ X ]	[ ]	[ ]	[ ]
Richard Jones	[ X ]	[ ]	[ ]	[ ]
Daniel Savona	[ ]	[ ]	[ X ]	[ ]
Faye Storms	[ X ]	[ ]	[ ]	[ ]

**Paul Andreassen is elected Assistant Treasurer.**

**MOTION** to open nominations for **Chief Executive Officer/Contracting Officer**: Michael Ham, seconded by Paul Andreassen nominate **Randall Leverette** for **Chief Executive Officer/Contracting Officer**.

**MOTION** to close nominations for **Chief Executive Officer/Contracting Officer** made by Paul Andreassen, seconded by Michael Ham.

	YEA	NAY	ABSENT	ABSTAIN
Randall Leverette	[ X ]	[ ]	[ ]	[ ]
James Malcolm	[ ]	[ ]	[ X ]	[ ]
Paul Andreassen	[ X ]	[ ]	[ ]	[ ]
Michael Ham	[ X ]	[ ]	[ ]	[ ]
Richard Jones	[ X ]	[ ]	[ ]	[ ]
Daniel Savona	[ ]	[ ]	[ X ]	[ ]
Faye Storms	[ X ]	[ ]	[ ]	[ ]

**Randall Leverette is elected Chief Executive Officer/Contracting Officer.**

**Chief Financial Officer:** The Board members present acknowledged that the position of Chief Financial Officer is held by **Christopher J. Rioux**.

### **Governance, Finance and Audit Committees**

After some discussion among the members, it was the consensus of those present to appoint Committee members at the August meeting and after the Training which is scheduled for July 25, 2018. In this way, everyone would have a better understanding of the duties involved which will result in a better fit for members to each committee.

### **OLD BUSINESS**

#### **July 25, 2018 Training**

It was the general opinion to have the Training scheduled for July 25, 2018 held in the Karen Binder Library commencing at 12:00 PM to 5:00 PM and to have the training session open to the public.

Mr. Jones will follow up with Suzanne Holt with regard to items he would like to have addressed during training together with materials to be available at that time. Ms. Holt and staff will prepare the handouts.

### **ECONOMIC DEVELOPMENT UPDATE**

Suzanne Holt gave the following updates:

- July 27, 2018 at 4:00 PM – This is the deadline for CFA applications.
- July 27, 2018 – This is the deadline for the second phase of the Ellenville Million Jump Start Competition which requires proposed business plans to be submitted for review by the Board of the Ulster County Economic Development Alliance.
- July 11, 2018 at 6:00 PM – Ms. Holt extended an invitation to join the Grand Central Tech North kick off at the Senate Garage.
- Film – There is an enormous interest in filming in the area due to the tax credit obtained as a result of the efforts of the County Executive. Ms. Holt encouraged the members to visit the [UlsterForFilm.com](http://UlsterForFilm.com) website to learn more.

### Housekeeping

Chair Leverette commented on the following:

- He would like to see future meetings taped and made available on the website.
- Mr. Leverette would like the Board's permission to present former Chair, John Morrow, with a plaque for his multiple years of service to the Ulster County Industrial Development Agency.

**Motion:** Richard Jones, seconded by Paul Andreassen, moved to direct staff to order and a plaque to honor former Chair, John Morrow, for his many years of service to the Ulster County Industrial Development Agency.

**Vote:** The motion was adopted.

### PUBLIC COMMENT

Bill Kemble, of The Daily Freeman, expressed a concern about the possible inability of individuals to access the meetings held in the Karen Binder Library. Ms. Holt pointed out that anyone wishing to enter through the County Executive's Office can use the intercom for assistance which will allow entrance.

Having no other requests for the privilege of the floor, the Public Comment section of the agenda was closed.

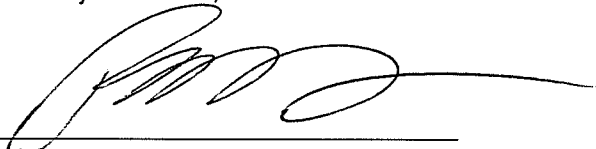
### ADJOURNMENT

**Motion:** Richard Jones, seconded by Paul Andreassen, moved to adjourn the meeting.

**Vote:** The motion was adopted.

The meeting was adjourned at 9:15 A.M.

Respectfully submitted,



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Faye Storms, Assistant Secretary