

UCIDA

Ulster County Industrial Development Agency

ULSTER COUNTY INDUSTRIAL DEVELOPMENT AGENCY MINUTES March 11, 2020

A regular monthly meeting of the Ulster County Industrial Development Agency was held on Wednesday, March 11, 2020 at 9:00 A.M. at SUNY Ulster, 94 Marys Avenue, Room 101, Kingston, NY.

Roll Call:

The following agency members were present:

Randall Leverette	Chair	
Richard O. Jones	Treasurer	
Paul Andreassen	Assistant Secretary	Left at 10:00 A.M.
James Malcolm	Assistant Secretary	
Daniel Savona	Member	

The following agency members were absent:

Faye Storms	Vice Chair/Assistant Treasurer
Michael J. Ham	Secretary

Additional Attendees:

Rose Woodworth	Agency Staff
Joseph P. Eriole, Esq.	Agency Counsel

The meeting was called to order at 9:00 A.M. by Chair Randall Leverette.

Roll was called, and a quorum was present.

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: James Malcolm, seconded by Daniel Savona moved to approve the minutes of the February 11, 2020 meeting with the change of removing “without notice” from James Malcolm’s absence. A copy of said minutes is on file.

Vote: The motion was unanimously adopted (5-0).

COMMITTEE REPORTS

Audit Committee

Richard Jones, Chair of the Audit Committee reported that the Committee met prior to the Board Meeting to review the Audit Report from UHY, LLP. The Audit Committee is satisfied with the report and approved a resolution to recommend approval to the full board.

Motion: Paul Andreassen, seconded by Daniel Savona moved to approve the 2019 Audit Report.

Vote: The Board voted as follows:

Randall Leverette	Yes
Faye Storms	Absent
Richard Jones	Yes
Michael Ham	Absent
Paul Andreassen	Yes
James Malcolm	Yes
Daniel Savona	Yes

Finance Committee

No report.

Governance Committee

Paul Andreassen, Chair of the Governance Committee, reported that the Public Hearing regarding the Agency’s UTEP was held Monday, March 9, 2020. The Agency is awaiting the transcript from the hearing and is accepting written comments through March 23, 2020.

FINANCIALS

Executive Director Rose Woodworth presented the financial report. The Administrative Staff Fees were higher than anticipated due to the Public Hearing. The \$500 fee for the Live Stream is reflected in Contracts for Other Services.

Motion: Richard Jones, seconded by Paul Andreassen, made a motion to accept the financial report as presented.

Vote: The motion was unanimously adopted (5-0).

CHAIR'S REPORT

Chair Leverette presented his Chair's Report. As part of his report, the Chair reported on the following:

- A. Contract with Lacan Agency – The Chair reported that the contract is finalized and confirmed that the Agency will remit payment monthly.
- B. Ulster County E-mails – The Chair worked with Marc Rider and the IT staff and solved the issue of bounced e-mails from Ulster County.
- C. Ulster County Legislation – The Chair reported that the Ulster County Legislature unanimously approved its support for Resolution No. 10 - Reaffirming That The UCIDA Has the Authority To Require Prevailing Wage and Local Labor Provisions As Requirements for Securing IDA Assistance. The Chair referred the document to the Governance Committee to review.
- D. Construction Monitoring Reports – The Chair presented the monthly Construction Monitoring Report. The employment numbers for the Inness NY, LLC project are rising, but the Project is not in compliance yet. Once the framing work is done the Project is expected to be in compliance. Brooklyn Bottling is in compliance. The Board discussed how the job numbers are reported and if they should use man hours or number of individuals to measure employment.
- E. Ulster County Comptroller Survey – The Chair reported that the survey has been completed and that he has planned a meeting with himself, the Comptroller, Joe, and Rose on March 25, 2020.
- F. Public Hearing – The Chair Reported the Public Hearing for the Agency's UTEP was held March 9, 2020.
- G. Saugerties Town Board – The Chair reported that he gave a brief overview of the Agency at the Saugerties Town Board meeting. The Town Supervisor commended the Agency's reform efforts.
- H. Financial Reporting Document – The Chair reported that the document was sent to each Board member and is due back in May. It must be notarized.
- I. FOIL Request – The Chair reported that the Agency received a new FOIL request for all projects that involve solar, geothermal, wind, etc. It was determined that the Agency has no such projects. A response has been sent.
- J. FOIL Request– The Chair reported that the FOIL request for information related to Central Hudson has been completed.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Rose Woodworth presented her Executive Director's Report. As part of her report, she reported on the following:

- A. PARIS Report –Twenty-one projects have sent all info requested, ten are missing some information, four have been referred to Joe Eriole for assistance, two have submitted nothing, and one will not be submitting further information. Nine late fees of \$1,000 have been issued.
- B. New York State Economic Development Council's IDA Academy – The Executive Director reported that she registered herself, Joe Eriole and Randall Leverette for New York State Economic Development Council's IDA Academy on April 21, 2020 at SUNY New Paltz. Topics include; 2020-2021 State Budget and Active IDA Legislation, ABO Compliance and Training for Board Members, Labor Policies: How to Build, Monitor, and Implement, Office of the State Comptroller Oversight Audits and 2020 Local Development Corporation Reviews, Climate Leadership and Community Protection Act, Creative Clean Energy Policies and Interaction with the New Clean Energy Board.
- C. Fiduciary Forms – The Executive Director reported that she received all acknowledgements for the Fiduciary Duties and Responsibilities.
- D. Room Changes – The Executive Director reported that the meeting room will change for the remainder of the meetings. April through June will be held in Room 212, July will be in Room 103, and August will be back to Room 101. The Executive Director will send a reminder of the room number via email.

OLD BUSINESS

Status of Pending Projects

Joseph Eriole, Esq. reported on the status of pending projects:

- Wildberry Lodge, LLC – No change. Project is completing SEQR process. No action can be taken until the process is completed.

EXECUTIVE SESSION

Motion: Paul Andreassen, seconded by Richard Jones, made a motion to go into Executive Session to discuss the proposed acquisition, sale, or lease of real property and the financial and employment history of a particular corporation.

Vote: The motion was unanimously adopted (5-0).

The Board entered into Executive Session at 9:41 A.M.

Note: Paul Andreassen left during Executive Session at 10:00 A.M.

Motion: James Malcolm, seconded by Richard Jones, made a motion to come out of Executive Session.

Vote: The motion was unanimously adopted (4-0).

The Board came out of Executive Session at 10:05 A.M.

No action was taken during the Executive Session.

The Chair noted that the live-stream can be located on the home page of the Agency's website.

NEW BUSINESS

ST-60 Requests for General Contractor - Inness NY, LLC & STAR Estate

Motion: Richard Jones, seconded by James Malcolm, made a motion to approve the requested ST-60 for General Contractors for Inness NY, LLC and STAR Estate.

Vote: The motion failed (0-4).

HVKD Tax Credit Sublease

Motion: Richard Jones, seconded by James Malcom, made a motion to grant the tax credit sublease for HVKD.

Vote: The motion failed (0-4).

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

Motion: Richard Jones, seconded by Daniel Savona, moved to adjourn the meeting.

Vote: The motion was unanimously adopted (4-0).

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The meeting was adjourned at 10:09 A.M.

Respectfully submitted,

Michael Ham, Secretary