

## Meeting Minutes – Training Session and Board Meeting

Lower Level Conference Room, 2 Route 164, Patterson, NY 12563

Thursday September 5, 2019, 6-9 pm

Training Session: conducted by Teri Waivada, Consultant to the Board

Attendance: Bill Nulk, Ed Cooke, Steve Barankowski, Sarina Tamagna-Hawes, Bill Shilling, Frank Smith, Teri Waivada

### IDA Policy Training session: 6:10 pm

#### A. Review of Article 18 A of the General Municipal Law (Materials attached)

- [https://www.abo.ny.gov/abo/GML%20Article18A%20Title1\\_2.2015.pdf](https://www.abo.ny.gov/abo/GML%20Article18A%20Title1_2.2015.pdf)
- Teri Waivada suggests that the PCIDA recommend that the County Executive and Legislature consider forming an LDC (local development corporation) for issuance of bonds to non-for-profit organizations, or consider a formal arrangement with another County LDC.

#### B. Copy of Legislation creating County IDA

#### C. Review of Regulations, rules and Best Practices:

- a. New projects should require a meeting with project owner and 3 Board members to review application (suggested by Sarina Tamagna-Hawes)
- b. IDA should request access to financial records at beginning of application process (suggested by Frank Smith)
- c. FOIL Officer – to be determined at next Board Meeting

#### D. Designation Labor Market Area

#### E. ABO Training: <https://www.abo.ny.gov/training/onlinetraining.html>

- a. **Fiduciary Responsibility forms:** signed and handed in to PCIDA Admin for filing
  - b. **County Compliance Requirements**
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Call to Order for Board Meeting – Time: 8:00 pm

Roll Call: Bill Nulk, Ed Cooke, Steve Baranowski, Sarina Tamagna-Hawes

Consultants: William Shilling, Esq., Frank Smith, Esq., Teri Waivada, *Compliance Consultant*

**Approval of May 2019 Meeting Minutes:** A motion was made by Ed Cooke, second by Sarina Tamagna-Hawes. The Motion passed unanimously.

### Chairman's Report:

- a. **Budget Report:** The PCIDA's proposed 2020 County Budget was presented and approved by the County in August 2019; \$50,000 was requested in 2020 to be set aside in the PCIDA account as it was in 2019.

- b. Chairman Bill Nulk has met with the County Executive, and the Board of the Putnam County Economic Development Corporation (PCEDC) to discuss the potential for the PCEDC and PCIDA and newly formed Tourism Department to work more closely on projects in the future as an “Economic Development Team”.

**c. Projects Status:**

Brewster Plastics: Project currently in default with the banks; the IDA has pursued past due rent, and the Board is considering communications with Putnam County related to putting the property back on the tax rolls. A motion was made by Ed Cooke to write a formal letter to the County to request that Brewster Plastics be put back on the County tax rolls; second by Sarina Tamagna-Hawes. The motion carried unanimously. Teri Waivada notes that if the project goes back on the tax rolls, the taxing entities will potentially collect higher taxes than what is currently collected. Ed Cooke’s motion was tabled until more information may be provided from the County and taxing entities.

Ahana Hospitality: On track to be open before Thanksgiving 2019. Have not received request for Sales Tax Extension.

Alexandria Distillery: In progress; it was noted that the application will be revised and updated for the Agency’s review prior to Authorization

Butterfield: Project still on hold – PCIDA will be sending request for the required documents needed to terminate project.

Seven Sutton Place: Closing soon

**New Business:**

**a. Potential Projects:**

Professional Sound Studio (Brewster/Southeast)

Assisted Living Facility (Seminary Hill Rd, Carmel) – has gone through the Carmel Town Board

NE Logistics Center – recently made a presentation to the PCEDC Board of Directors, trimmed down and redefined project, ready to go in front of Brewster Planning Board again.

- b. Teri Waivada suggests that the PCEDC should have a process to determine viable projects and when appropriate make a formal presentation to the PCIDA Board on behalf of those projects. The Chairman of the IDA will establish a process for cooperation.

**Adjournment:** 9:02 pm Motion to adjourn made by Sarina Tamagna-Hawes, second by Ed Cooke. The motion was carried unanimously.

**Next meeting:** Monday October 7, 2019