



**Putnam County Industrial Development Agency**

2 Route 164, Suite 2B

Patterson, NY 12563

845 808-1031 [www.putnamida.com](http://www.putnamida.com)

## Minutes – Board Meeting

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

Monday, February 10, 2020

Call to Order – 6:33 pm

Roll Call:

Members: Bill Nulk, Steve Baranowski, Mike Karlsson, Serena Tamagna-Hawes, Ed Cooke, and Joe Downey absent with excuse

Public guests: Peter Bell and Laurie Bell (town of Southeast / Assessor for Southeast)

Consultants: Teri Waivada, Bill Shilling, and Alex Baranowski (intern)

- I. Review and approval of Minutes of December 9, 2019 meeting: *motion to accept by Ed Cooke, Serena Tamagna-Hawes seconded. The motion passes unanimously.*
- II. Review of Butterfield Realty LLC Project and recommendation to close the project: *motion to close by Ed Cooke, Serena Tamagna-Hawes seconded. The motion was passed unanimously.*
- III. Resolution to accept recommendations of the Governance Committee: *motion to accept by Serena Tamagna-Hawes, Steve Baranowski seconded. The motion passed unanimously (see resolution attached)*
- IV. Recommend that UTAP be changed so it has the proper language and authorize the Chairman to forward the revision to CEO of all county taxing jurisdiction: *motion to by Serena Tamagna-Hawes, Ed Cooke seconded. The motion passed unanimously.*
- V. Review current projects:
  - a. Ace Edico: moving along at a good speed.
    - i. Serena Tamagna-Hawes states that they don't intend on getting PILOT for additions. They just finished parking lot and are planning on realigning road
  - b. Ahana Hospitality: expected to open shortly; grand opening in March
  - c. Brewster Plastics: in litigation
  - d. Broad Reach Materion: finishing PILOT this year; bonds go until 2032
  - e. Butterfield: (as discussed)
  - f. Glenida Distillery: in the process of getting realignment reassessed to negotiate base rate
  - g. Seven Sutton Place: PILOT completed ; Pending project termination
- VI. Project Inquiries
  - a. Northeastern Logistics
  - b. Professional Sound Studio
  - c. Assisted Living Facility: working its way to Carmel Planning Board
- VII. Review NYSEDC Conference - January 29th in Albany

- a. Bill Nulk mentions that there was talk about PARIS and downtown revitalization. Putnam county has issues with how to do downtown revitalizations

VIII. Live Streaming: *Motion by Ed Cooke to spend up to \$1000 on the equipment, Steve Baranowski seconded. The motion passed unanimously*

- a. Mandated that we record and post meetings
- b. Mevo was recommended (see attachment)
- c. Serena questions if there are cheaper options - will look into other products

IX. New Business

- a. Ed Cooke mentions that he may have a Putnam Valley plumber interested in becoming a member
- b. Request by Serena Tamagna-Hawes to change meeting locations and dates

*Motion to close meeting by Bill Nulk. The motion was passed unanimously.*

Adjournment: 7:27 pm

**Next regular scheduled Board Meeting is: Monday, March 23, 2020**

## Resolutions

Resolution 2020-2-10-1

Resolution for Re-adoption of Policies

- I. The adoption of the following resolution was motioned by Bill Nulk, and seconded by Mike Karlsson.
- II. The Board approves the re-adoption of the Mission Statement, By-laws and policies listed below and posted on our website.
  - a. Mission Statement –
  - b. By-Laws
  - c. Internal Control Policy –
  - d. Investment Policy –
  - e. Procurement Policy –
  - f. Recapture Policy –
  - g. Policies Governing the Use of Authority Discretionary Funds
  - h. Whistle Blower Policy –
  - i. Property Disposition Policy
  - j. Conflict of Interest Policy
- III. And also, update consistent with October 2019 legislation, which amended Subdivision 4 of Section 874 of the IDA Act requiring every Industrial Development Agency (“IDA” or “Agency”) in New York to amend its Uniform Tax Exemption Policy (“UTEP”), to add new environmental factors to the UTEP.

The motion was approved unanimously.