



# Choose Columbia

Columbia Economic Development Corporation

## MINUTES

Minutes for the meeting of Columbia Economic Development Corporation and the Columbia Development Leasing Board of Trustees held at 4303 Route 9, Hudson, New York, **Tuesday**, November 26, 2013 at 8:30am.

<u>ATTENDANCE:</u>	<u>MEMBERS EXCUSED:</u>	<u>REPRESENTATIVES:</u>	<u>STAFF:</u>
Mary Bartolotta	Rick Bianchi		Lisa Drahushuk
Bill Better	Bruce Finn	<u>PUBLIC:</u>	Ken Flood
Bruce Bohnsack	Patrick Grattan		Martha Lane
Jim Campion	Don Kline		Ed Stiffler
Tom Cappadona	James Reynolds		
Paul Colarusso	Scott Wood		
David Colby	Michael Vertetis		
David Crawford			
Greg Fingar			
Sharyn Richards			
Robert Sherwood			
Colin Stair			
Sarah Sterling			

Mr. Crawford called the meeting to order at 8:30 a.m.

### Minutes:

Mr. Crawford asked if there were any changes in the previously distributed minutes of October 29, 2013. With no changes, Mr. Fingar made the motion to approve the minutes as presented. Mr. Better seconded the motion, which passed unanimously.

### 2014 Budget:

Mr. Flood noted that there was some question if the CEDC 2014 allocation would be reduced by \$25,000, in order to fund HVADC. He stated he expected that not to happen, but it had not yet passed the Board of Supervisors.

### Audit Proposal:

Mr. Flood informed the Board that the RFP for auditors had been sent out and one proposal had been received, from Pattison, Koskey, Howe and Bucci. He stated he felt the fees were a little high, but they were in line with the past fees and represented a yearly increase. He stated the Executive Committee had recommend acceptance of the proposal for 3 years. Mr. Crawford asked if there were any question, being none, he called for a motion. Mr. Sherwood made the

motion to award the contract to Pattison, Koskey, Howe and Bucci. Mr. Fingar seconded the motion, which passed unanimously, with Mr. Better abstaining from the vote.

**Legal Proposal:**

Mr. Flood stated the RFP for CEDC legal work generated two responses; one from Guterman, Shallo, Alford PLLC and one from Freeman Howard. He stated the Executive Committee had recommended awarding the 3 year contract to Freeman Howard due to a slightly lower cost and their experience at the municipal level. Mr. Flood stated Mr. Howard would resign from the County Attorney's office if his firm was awarded the CEDC contract. Mr. Crawford stated the selection was not unanimous. He stated it appeared to be a good time for a change in legal counsel and both firms were excellent. Mr. Campion made the motion to approve the award of the contract to Freeman Howard. Mr. Better seconded the motion, which passed unanimously, with the exception of Mr. Sherwood who abstained from the vote.

**Marketing Update:**

Mr. Flood stated he had completed the Stockport business visit and had visited Matthew Signs. He noted they had need of 3 phase power and would like some help in developing their 20 acre site.

**County/CEDC Grant Agreement:**

Mr. Flood stated the agreement had been approved by the County committee the previous night. He stated NYS had approved \$516,000 for the Ginsberg's project out of Small Cities funding. He stated the County receives the money and it passes through to Ginsberg's. He asked the Board to make a motion to enter into an agreement with Columbia County for the grant. Ms. Bartolotta made the motion to approve entering in the agreement. Mr. Fingar seconded the motion, which passed unanimously.

**Authority Budget Office Requirements:**

Mr. Flood stated he would be sending out reminder emails to the Board members who were not compliant according to the NYS Authority Budget Office standards.

**Business Assistance:**

Ms. Lane informed the Board that a loan request from Primitive Twig in the amount of \$15,000 at 7.5 % interest over a term of 60 months had been approved by the Loan Committee. She noted the loan committee had approved the loan and the Board was not required to approve the loan. She noted the owners had moved the business to Greene County from NYC.

She informed the Board that officials from the NY SBA office had visited recently due to the announcement that the CEDC SBA program was one of the most active microlenders in the country.

Mr. Flood noted most of the loan portfolio was performing. He stated two loans were past due but had been contacted and payment was anticipated. He informed the Board that Phoenix Services was out of business and he would be pursuing collections on the outstanding loans with the principals.



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Mr. Flood stated he had received a request from Greenport Crossings to extend the interest only payment terms on their loan retroactively from July 2013 to December 2014. He stated Kinderhook Bank had extended their interest only terms in order to allow the owner to catch up on some delinquent payments. Mr. Crawford stated the Loan Committee had recommended extending the terms. Mr. Flood stated the cash flow was stabilizing as were sales. Mr. Colarusso made a motion to approve the extension of the interest only term as outlined. Mr. Cappadona seconded the motion, which passed unanimously, with the exception of Mr. Better and Mr. Sherwood who abstained from the vote.

Mr. Flood reminded the Board they had previously approved a loan to Hudson Cruises. He stated he had received a request that the amount loaned be reduced to and the term extended. He stated the boat would be docked in Hudson on a space leased by the City of Hudson.

Mr. Flood stated the attorney had reached a payment agreement with the company who purchased Aerocity for a \$15,000 payment within the week a second \$15,000 payment in January and a \$5,000 payment every month until the loan is paid in full.

Mr. Flood asked the Board to enter Executive Session for a real property negotiation. Mr. Bohnsack made a motion to enter into executive session, which was seconded by Mr. Stair. Executive session was entered into at 8:52 am. A motion was made by Ms. Sterling to exit executive session. Mr. Cappadona seconded the motion, which passed unanimously. Executive session was exited at 9:09 am.

Mr. Campion asked if Mr. Flood had contacted Hawthorne Valley regarding the proposed new store in the City of Hudson. Mr. Flood answered he had spoken to the Executive Director about the project.

With no further business, Mr. Crawford called for a motion to adjourn the meeting. Mr. Sherwood made the motion, which was seconded by Mr. Colby. The meeting adjourned at 9:11am.

*Respectfully submitted by Lisa Drahushuk*