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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**, October 29, 2013 at 8:30am.

ATTENDANCE:

Mary Bartolotta
Bill Better
Rick Bianchi
Bruce Bohnsack
Jim Champion
Tom Cappadona
David Colby
Don Kline
Robert Sherwood
Sarah Sterling
Michael Vertetis

MEMBERS EXCUSED:

Paul Colarusso
David Crawford
Greg Fingar
Bruce Finn
Patrick Grattan
James Reynolds
Sharyn Richards
Colin Stair
Scott Wood

REPRESENTATIVES:

John Porreca

PUBLIC:

Supervisor Ellen
Thurston

STAFF:

Lisa Drahushuk
Ken Flood
Martha Lane
Carol Wilber

Ms. Bartolotta called the meeting to order at 8:35 a.m.

Minutes:

Ms. Bartolotta asked if there were any changes in the previously distributed minutes of September 24, 2013. With no changes, Mr. Bohnsack made the motion to approve the minutes as presented. Mr. Vertetis seconded the motion, which passed unanimously.

Treasurer's Report:

Mr. Flood stated CEDC had received the last appropriation of the year from the County. He asked if there were any questions on the previously distributed report. With no questions presented, Mr. Kline made a motion to approve the Treasurer's Report as presented. Mr. Cappadona seconded the motion, which passed unanimously.

2013 Budget Amendment:

Mr. Flood stated the CEDC budget contained only three discretionary budget lines, marketing, consultants and HVADC. Mr. Flood stated he had met with NYS to discuss the Ginsberg's project. NYS Empire State Development had agreed to fund freezer racking for the project in the amount of \$500,000 through the CDBG program. A requirement of the funding was a completed CDBG application. Mr. Flood stated he had to hire a consultant to write the expedited application in order to submit it on time to have the project reviewed. Mr. Flood stated he would

need to move \$6,000 from the marketing budget line to the consultant line in order to hire the consultant. He noted the 2013 Marketing budget line had been approved at \$27,000. He noted the total spent had been \$17,000 to date. He noted the Empire State Development would be considering the application at their November 7, 2013 meeting, thus the need for expediting. Mr. Bohnsack made a motion to move \$6,000 from the marketing line to the consultant line in order to pay a consultant to write a CDBG application for the Ginsberg's project. Mr. Kline seconded the motion, which passed unanimously.

Ms. Bartolotta asked it to be clarified in the formal meeting minutes that David Ginsberg of Ginsberg's Foods had resigned in the beginning of the month.

2014 Budget:

Mr. Flood stated this year the Board of Supervisors requested a 5% reduction in the CEDC budget request. He stated that last year CEDC had not reduced the request. He informed the Board he had discussed the draft budget with the Executive Committee, which then went to the County budget process and once approved by the full board is entered into the PARIS system.

Mr. Flood mentioned that there are only three discretionary lines in the budget, HVADC, consultants and marketing. He noted that with no recent projects, CRC's contribution was decreasing and office rent is increasing. He stated he had been asked to allocate some funds toward the Startup NY program announced by Governor Cuomo. He noted that with all that he had proposed a budget, eliminating the annual contribution to Hudson Valley Agri-Business Development Corporation. He noted that with that change the budget still has a deficit of \$39,000.

Mr. Flood gave an account of what had occurred at the County Committee meeting when he had explained his elimination of the HVADC budget line in CEDC's budget. He stated after the meeting he and the Board of Supervisors had received an email from Supervisor Bassin stating CEDC was out of touch in reducing the HVADC/agricultural budget line. Supervisor Bassin had asked what was more important that CEDC was working on. Mr. Flood stated he had responded to that email explaining that he had obtained a \$37,500 grant for HVADC for the Farmland Protection Plan and noting CEDC had contributed cash of \$230,000 over the past 4 years to HVADC.

Mr. Flood stated it had been suggested that the County should contribute \$25,000 to HVADC if they felt it was important. He noted that the county committee had put in a request for a \$25,000 budget line for HVADC with the suggestion that the funding be taken from CEDC's allocation.

Mr. Flood stated he recommended that the CEDC board approve the proposed 2014 budget as it stands while he continued to work with the Board of Supervisors to work out the situation. Mr. Kline reminded the Board that HVADC had started in the CEDC offices, which had provided financial and staff support for the organization over the years. He stated the CEDC contribution had exceeded what HVADC had paid CEDC. The Board discussed the issue at length.

Mr. Better suggested that members of the CEDC board sit with the County Economic Development Committee to discuss their priorities. Mr. Flood stated Ms. Wilber would be



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applying to National Grid for grant funding for other marketing activities. He stated staff would be looking for additional funding opportunities, and he noted that the SBA was granting funding to CEDC for technical assistance. With no further discussion, Ms. Bartolotta asked for a motion to approve the budget as presented. Mr. Better made the motion to approve the budget. Mr. Vertetis seconded the motion, which passed unanimously.

Marketing Update:

Ms. Wilber stated 15 towns and the City of Hudson had been visited to date. She stated Stockport was scheduled for November and Copake and Kinderhook remain. She stated public relations would be the next task and stated press releases about the Authority Budget Office review and the scheduled SBA visit were upcoming. Ms. Wilber reported that the attendance at an economic development marketing conference had been helpful. She stated she would be focusing on the 2014 marketing plan for 2014 in the coming two months. She informed the Board that the newsletter would be released in the 4th quarter on the year.

ABO Requirements:

Mr. Flood asked that the Board members submit their 2013 financial disclosures if they had not already done so. He also asked that they sign up for training. Mrs. Drahushuk stated she had sent out the link to those who had not taken the training to date, noting new training dates had been added for the end of the year. Mr. Flood encouraged the Board to complete the confidential evaluation of the board performance and return it to Mrs. Drahushuk.

ABO Update:

Mr. Flood stated he had received the final report on the review the ABO had recently completed. He stated he felt it was a very fair assessment of CEDC and CRC. He thanked all staff for their hard work.

Other Business:

Supervisor Porreca stated Michael Spielman had told him he would be starting a fish farm at the former Local Ocean site. Mr. Sherwood asked if CEDC would be hosting a CEO Roundtable this year. Mr. Flood stated he wouldn't be hosting one in 2013, but he would know if one could be done in the coming year. He stated he would require sponsorships in order to pay for the event.

Mr. Flood stated Catamount was beginning a "whisper Campaign" for the new project. He noted the former Shaker Museum may be the site of a 34 unit housing development. He informed the Board that the Kinderhook Village mayor, Carol Weaver was currently battling for the CDBG sewer project joining Kinderhook and Valatie. He noted that Assemblyman McLaughlin and Senator Marchione were helping the fight for the project.

Mr. Flood informed the Board that Assemblyman Lopez had asked for a meeting between Columbia and Greene Counties to discuss ways to take advantage of the Start Up NY program. He stated the college would need to submit an application, which would need to be approved. He stated CEDC had agreed to provide \$10,000. He noted any company courted for the project would have to be a relocation or a new company. He stated he would be working closely with Columbia Greene Community College on the project.

Mr. Flood stated Hudson Valley Creamery intended to purchase the building in 2014. He noted the IDA had induced the project in 2011. He stated they also intended to continue to research the production of raw milk at the site. He stated staff was working with DEC and the Livingston Planning Board attorney in order to resolve an issue.

Ms. Bartolotta asked that Mr. Flood clarify the airport issue. Mr. Flood reviewed the history of the airport issue with the proposed land acquisition. He stated there was a public meeting scheduled and Richmor Aviation would be attending.

Mr. Flood asked that a motion be made to enter into Executive Session to discuss a real estate negotiation. Mr. Bettter made the motion, which was seconded by Mr. Vertetis and passed unanimously. Executive Session was entered into at 9:40am. Mr. Better made a motion to exit executive session, which was seconded by Mr. Vertetis and passed unanimously. Executive session was closed at 9:59am.

Business Assistance:

Ms. Lane stated a loan had been recommended by the Loan Committee. She stated the applicants were Vincent Concra and Margaret Concra DBA Vinmar. They were requesting \$30,000 at 8% for a term of 72 months for a subway franchise at the corner of Rte 9H and Rte 23 in the center of Claverack. After a brief discussion, Mr. Cappadona made the motion to approve the loan as presented. Mr. Colby seconded the motion, which passed unanimously.

With no further business, Ms. Bartolotta called for a motion to adjourn the meeting. Mr. Better made the motion, which was seconded by Mr. Colby. The meeting adjourned at 10:01am.

Respectfully submitted by Lisa Drahushuk