



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, June 18, 2013** at 8:30am.

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

Mr. Crawford called the meeting to order at 8:31 a.m.

Minutes:

Mr. Crawford asked if there were any changes in the previously distributed minutes of May 28, 2013. With no changes, Ms. Richards made the motion to approve the minutes as presented. Ms. Bartolotta seconded the motion, which passed unanimously.

Branding Campaign Update by Carol Wilber, Marketing Director:

Ms. Wilber stated all collateral items had been updated, a banner had been produced for use at events, and a MicroBusiness handout had been designed and should be in hand from the printers within days. She was currently working on a comprehensive tri-fold for mailings, but the content would be completed after the Executive Committee retreat.

Ms. Wilber stated she had reached out to the Register Star and was building a relationship with them for better coverage. Mr. Flood stated he had visited a couple businesses in Stuyvesant at Supervisor Ron Knott's request. He stated he had decided to reach out to the other towns and Supervisors to do the same. Ms. Wilber stated 2 business visits minimum were planned per town and would be scheduled for July, August and September. Mr. Flood stated that the visits coupled with the loan/grant IDA site visits would get the staff in the public eye.

Ms. Wilber stated the website had been updated and the newsletter template would be complete by the end of July. Mr. Bianchi suggested listing the businesses visited. Mr. Bohnsack suggested asking the Chamber to e-blast the CEDC newsletter.

Authority Budget Office Requirements:

Mr. Flood reminded the Board members to completed their financial disclosures and the acknowledgement of the 990 and return them. Additionally he reminded the members to complete the required training.

2013 Consolidated Funding Applications:

Mr. Flood stated the deadline for filing was August 12th. He informed the Board that he wished to hire The LaBerge Group to write at least one of the CFA's. He stated he would like them to do the goat herd feasibility study which would support Hudson Valley Creamery. He stated at the present time he was unsure if an application would be submitted on behalf of the Catamount project, but if on was completed, he would ask The Laberge Group to complete the CFA. Mr. Flood stated CFA's would be submitted on behalf of the Dutch Inn and the Commerce Park water and sewer expansion as well as Ginsberg's expansion.

Mr. Crawford stated the Executive Committee had discussed the hiring of the Laberge Group and had approved, he then called for a motion to approve the hiring by the Board for an amount not to exceed \$9,000. Mr. Vertetis made the motion, which was seconded by Mr. Kline and passed unanimously.

Mr. Vertetis asked if the goad herd study could be expanded to include a study on grass-fed dairy cattle to help support Maple Hill Creamery. Mr. Flood stated he would discuss that with Steve Hadcock from Cornell Cooperative Extension.

Project Update:

Mr. Flood stated he has begun to attend the monthly Chamber Chats held the first Thursday of the month. He noted that recently businesses had been discussing the fact they are having a hard time finding workers that can pass drug tests and who are prompt. He noted there would be a meeting on 6/21 at the Chamber of Commerce's offices to discuss the business needs and to discuss what might be done.

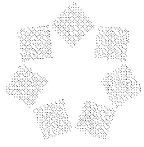
Tax-Free NY Proposed Program:

Mr. Flood reminded the Board he had previously emailed the information about the proposal. He stated he felt it would not be passed this session. Mr. Campion stated the program had changed from the initial information given. He stated he felt there would be no benefit for Columbia-Greene Community College.

Other Business:

Updated Lending Procedures:

Mr. Flood handed out copies of the updated lending procedures, which addressed changes in staffing and SBA policy. Mr. Crawford asked if there were any questions about the procedures. With none, Ms. Bartolotta made a motion to approve the procedures as presented. Mr. Fingar seconded the motion, which passed unanimously.



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Loan Fees:

Mr. Flood handed out schedules of proposed loan fees. Ms. Lane explained that the SBA had changed their policy about allowing an annual \$100 fee. She had proposed the structure in front of them. She stated that earlier, the Loan Committee had recommended a simpler structure whereby the fee charged at closing would be the greater of 1% or \$100.00 which would cover the fees incurred by CEDC. Mr. Fingar informed the Board that the SBA allowed charges up to 2%, but the Loan Committee had chosen the lesser amount in order to stay competitive. MR. Crawford asked if there were any questions. With no questions, Mr. Finn made the motion to approve the fee change as proposed. Mr. Kline seconded the motion which was passed unanimously.

Business Assistance:

Mr. Flood noted that under the new procedures, loans up to and including \$25,000 could be approved by the Loan Committee. He stated earlier the Loan Committee had approved 2 SBA loans. EZ Foods of the Northeast, LLC, based in Earlton, Greene County, had been approved for \$5,000 for a term of 36 months at 7.5% interest. In addition, Mairanda's Cutting Edge, located in Kinderhook, had been approved for \$8,500 for a term of 36 months at 8.5% interest.

Ms. Sterling stated she had been at the NYSEG transmission line hearing in Ghent. She asked if CEDC could do anything about the location, noting the line had been changed and now would cut through valuable properties. She noted it cut through Art Omi, several farms and she felt it was at odds with the Choose Columbia marketing message. The Board discussed the issue. Ms. Sterling noted the public comment period was open and she felt CEDC should send airport information and economic engine information in order to make it part of the official public comment.

Mr. Fingar suggested that Ms. Wilber research the issue to see if the project would affect the marketing efforts. Ms. Wilber disclosed, former NYS Senator Saland, her former employer, was being considered for Public Service Commissioner. Mr. Crawford asked that the topic be added to the agenda for the next meeting.

With no further business, Mr. Crawford called for a motion to adjourn the meeting. Mr. Vertetis made the motion, which was seconded by Mr. Fingar. The meeting adjourned at 9:35am.

Respectfully submitted by Lisa Draushuk