



**MINUTES**  
**COLUMBIA COUNTY**  
**INDUSTRIAL DEVELOPMENT AGENCY**  
**BOARD MEETING**  
**Tuesday, February 2, 2016**  
**4303 Route 9**  
**Hudson, New York**

The Annual meeting of Columbia County Industrial Development Agency held at their offices located at 4303 Route 9, Hudson, NY 12534 on February 2, 2016. The meeting was called to order at 8:30 AM by Sid Richter, Acting Chairman.

Attendee Name	Title	Status	Arrived
Bob Galluscio	Treasurer	Present	
William Gerlach	Board Member	Present	
Brian Keeler	Board Member	Present	
Jim Mackerer	Chairman	Excused	
Sid Richter	Vice-Chairman	Present	
Sarah Sterling	Secretary	Present	
Theodore Guterman II	Counsel	Present	
F. Michael Tucker	Interim President/CEO	Present	
Lisa Drahashuk	Administrative Supervisor	Present	
Erin McNary	Bookkeeper	Present	
Don Moore	Supervisor, City of Hudson	Present	

Mr. Richter welcomed the newest member of the IDA, William Gerlach.

**Election of Officers:**

Mr. Guterman read the slate of officers: James Mackerer – Chairman, Sidney Richter – Vice-Chairman, Robert Galluscio – Treasurer and Sarah Sterling – Secretary. *Mr. Galluscio made a motion, seconded by Mr. Keeler to approve the slate as presented. Carried.*

**2016 Annual Housekeeping Resolution:**

Mr. Guterman reviewed the proposed resolution, noting CEDC had approved the contract with the IDA. Mr. Tucker stated the accounting and legal procurement process had been done a year and a half ago. *Mr. Galluscio made a motion, seconded by Ms. Sterling to approve the 2016 Annual Housekeeping resolution as presented. Carried.*

**Minutes:** *Mr. Keeler made a motion, seconded by Mr. Galluscio, to approve the minutes from December 1, 2015. Carried.*

**2016 Mission and Measurements Report:**

Mr. Tucker reviewed the report, asking if the Board had read and understood the Mission Statement and had read and agreed with the responses to the questions. The Board members indicated they had. He stated he was attempting to have the ABO come to Columbia County and give the required training to the CEDC Board and the IDA Board members. He noted if he was unsuccessful, the ABO offered a webinar. *Mr. Galluscio made a motion, seconded by Ms. Sterling to approve and authorize the statement to be submitted to the ABO. Carried.*

**Interim President/CEO Report:**

Mr. Tucker stated the IDA would be asked for input on the CEDC strategic plan. He stated a project intake form would be developed and the information would be added to a database allowing staff to keep in touch with potential projects. He noted the new CEDC board would need to be informed about the abilities of the IDA and the CRC.

Ms. Sterling asked how individual companies applied for the NYS Consolidated Funding Application grants. Mr. Tucker stated the Governor allowed any company to apply for the funding, noting it was unique in the region to have CEDC or the County apply for the funding and do the administrative work. He noted he was working with Empire State Development to transfer the administration for the Hudson Valley Creamery grants to the company.

**City of Hudson IDA:**

Mr. Tucker stated he had made a presentation and met with the City of Hudson IDA. He stated he had advised them to carefully consider dissolving the organization, noting the formation had been done by statute. He stated the County IDA could develop an administrative support process and once the City decided the action they wished to pursue, the County IDA could decide on their preferred action. Mr. Guterman stated there was no legal impediment to the County IDA working on projects in the City limits. He noted the County IDA supports the City IDA and will assist if possible.

*Note: 9:00a.m., the meeting was held in abeyance in order to hold the Audi, Finance and Governance Committee meetings. The meeting was called back to order at 9:15a.m.*

**Columbia Economic Development Corporation 2016 Contract:**

Mr. Guterman reminded the Board they had reviewed the terms of the administrative fee and had approved those at the December meeting. He noted the terms of the administrative fee was only for 1 year and in November new terms should be discussed and approved for the 2017 contract. He handed out a copy for the Board's review. *Mr. Galluscio made a motion, seconded by Mr. Keeler to approve the 2016 contract between the IDA and CEDC. Carried.*

**Procurement Policy:**

Mr. Guterman handed out a copy with suggested changes and changes to bring in line with current regulations. The Board discussed the suggested changes and asked Mr. Guterman to make the changes and add a requirement that professional services be sent out for bid every three years. Mr. Guterman will make the changes and present the amended policy at the April meeting.

**IDA Reform Legislation:**

Mr. Guterman reviewed a handout from Hodgson Russ outlining the certain reforms proposed by the NYS Legislature for Industrial Development Agencies. He noted the IDA has a standard application which is used for projects. He recommended developing a uniform criteria for evaluating projects,

He noted the criteria can be somewhat flexible. He also suggested the Board become more involved in projects when they first come to the IDA. He suggested that at least one Board member and the IDA counsel be involved from the initial meetings and discussions. He also suggested the taxing jurisdictions be more involved in the process, thereby making the process and benefits clearer. Mr. Galluscio agreed, noting the public had no concept of the IDA role or the final agreement. Mr. Tucker stated CEDC needs to better communication on behalf of the IDA.

Mr. Guterman stated the Legislature also is requesting uniform project agreements and recapture provisions for benefits. He noted that would be difficult to have totally uniform agreements, simply due to the diversity of the projects. He stated he would work on developing an agreement that would fit the requirements.

Mr. Tucker stated he would work with Mr. Guterman and would bring the IDA into compliance by June meeting. He handed out an article on PILOT's. He handed out copies of the PILOT's paid to the County by the IDA and copies of the PILOT's received by the County. He handed out and reviewed a handout comparing the PILOT payments in the region to Columbia County's. He noted the amounts didn't include sales tax, mortgage tax and fees. He noted that his review found the incentives offered by Columbia County IDA were competitive.

**Public Comments:**

Don Moore, introduced himself as the Third Ward Supervisor of the City of Hudson. He noted there had been changes at HDC to make that corporation more active. He thanked the Board for their open conversations.

*With no further business to discuss or public comment, a motion was made by Mr. Galluscio and seconded by Mr. Keeler. Carried. The meeting adjourned at 9:48am*

*Respectfully submitted by Lisa Draushuk*