



Choose Columbia

Columbia Economic Development Corporation

MINUTES
COLUMBIA ECONOMIC DEVELOPMENT CORPORATION
Tuesday, November 22, 2016
4303 Route 9
Hudson, NY 12534

A regularly scheduled meeting of the Columbia Economic Development Corporation (CEDC) Board of Directors was held at their offices located at 4303 Route 9, Hudson, NY 12534 on November 22, 2016. The meeting was called to order at 8:30a.m. by Tony Jones, Chair.

Attendee Name	Title	Status	Arrived
Russell Bartolotta	Board Member	Excused	
Rick Bianchi	Treasurer	Present	
Jim Calvin	Board Member	Present	
Jim Campion	Board Member – Ex Officio	Present	
David Fingar	Vice-Chairman	Present	
Tish Finnegan	Board Member	Excused	
Triona Fritsch	Board Member	Excused	
Kate Johns	Board Member	Excused	
Tony Jones	Chairman	Present	
James Lapenn	Board Member	Present	
John Lee	Board Member	Present	
Jim Mackerer	Board Member – Ex Officio	Excused	
Ed Nabozny	Board Member – Ex Officio	Excused	
Michael Polemis	Board Member	Excused	
Robert Sherwood	Board Member	Excused	
Colin Stair	Board Member	Present	8:36am
Sarah Sterling	Secretary	Present	
Maria Suttmeier	Board Member	Present	
Andy Howard	CEDC Attorney	Present	
F. Michael Tucker	President/CEO	Present	
Don Moore	3 rd Ward Supervisor, City of Hudson	Present	
Lisa Drahushuk	Administrative Supervisor	Present	
Martha Lane	Business Development Specialist	Present	
Erin McNary	Bookkeeper	Present	
Ed Stiffler	Economic Developer	Excused	
Carol Wilber	Marketing Director	Excused	

Chairman's Report:

Mr. Jones reviewed the progress of the Broadband committee and discussed town franchising agreements. He stated the County Economic Development Committee had reviewed and accepted the draft CEDC contract and had forwarded it to the County Finance committee. He anticipated the contract would be brought before the full Board of Supervisors at their meeting on December 11th for consideration.

Mr. Jones reviewed the County Economic Development committee's list of priorities for 2017, which included cell service, historic preservation as it related to tourism and affordable housing. He noted a discussion had taken place regarding the impact of Airbnb on housing in the Hudson area. Mr. Jones stated he and Mr. Tucker had met with the Chamber President and the board chairman. He noted they had agreed to meet on a quarterly basis. Topics included broadband, tourism as it related to economic development and the renewal of the \$100 Chamber discount on certain levels of CEDC membership.

Mr. Jones informed the board the Harlem Valley Rail Trail hosted a groundbreaking on November 11th for the Copake/Hillsdale section of the trail. He stated another larger ceremony would be held in the spring.

Mr. Jones noted the Governor would be announcing the CFA awards on December 8th, candidates in the running included several from Columbia County. He stated he would be adding two items to the current agenda; weekender forum and workforce/education committee. He noted no committees had met in November.

Minutes:

Mr. Lapenn made the motion, seconded by Mr. Stair to approve the minutes from October 25, 2016. Carried.

Treasurer's Report:

Mr. Tucker stated the meeting packet contained the usual financial reports, he stated the new system reports had been added to the previously distributed packet. He noted the new system reports showed comparisons with last year, proving the old data can be accessed through the new system. He noted the format was a work in progress. He stated additional refinements would be added and training would take place after the holidays. He stated work continued on customized reports and automated excel reports.

Mr. Tucker reviewed the old system comparisons, noting the only change was the \$20,975.03 SBA Vanderbilt loan taken out of the allowance for loan fund account. He noted membership has remained static at \$43,000, noting some businesses were waiting until 2017 to have a full year membership. He noted he would be breaking the consultant expenses out, in order to segregate his expense. Mr. Tucker stated \$5,000 would be spent on mapping. He noted he had contracted with Don Meltz to get the remaining mapping completed.

Mr. Bianchi reviewed several changes he suggested be made on the new financial reports. Mr. Lapenn asked if Mr. Tucker had an update regarding the City of Hudson IDA contract. Mr. Tucker stated the contract was dependent upon the closing of the Redburn project, which was anticipated to happen by year end or the beginning of 2017. *Ms. Sterling made a motion, seconded by Mr. Lapenn to approve the Treasurer's report as presented. Carried.*



Choose Columbia

Columbia Economic Development Corporation

President and CEO Report:

Mr. Tucker informed the board the Governor would be announcing the CFA awards on 12/8/16. He stated 24 projects had been submitted by Columbia County businesses and organizations. He distributed the list of the Columbia County projects submitted, and briefly reviewed them for the board.

Mr. Tucker stated the Broadband Committee was currently reviewing the town franchise agreements. He noted no committee meetings had been scheduled for the remainder of the year. He mentioned that cell towers were now being reviewed as a part of the broadband committee.

Mr. Tucker stated the Greenport Planning Board was holding a hearing on the SunStream project tonight. He reviewed the project and its challenges. He stated the County Board of Supervisors had passed a resolution to approve the water and sewer expansion with a summer of 2019 completion date. He noted the lengthy timetable might mean the proposed distillery and housing project would go elsewhere. He stated Architectural Cast Stone was moving forward, and were currently working with Mr. Campion on 3D printing training.

Mr. Tucker stated the Hudson Valley Creamery project was moving forward and had completed the feasibility analysis. He stated the company would be appearing before the Livingston Planning Board and presenting their project. He stated the Goat Study grant had been reviewed and had been approved for the \$15,000 in kind match allowing it to move forward.

Mr. Tucker stated he and Mr. Jones continue to review the Strategic Plan in order to maintain the focus. He informed the board the copier lease and new computers/ IT services had been sent out for bids. He noted in both cases, the current provider had presented the best prices. He stated 2 of the bidders solicited had been from Columbia County. He informed the board he was currently undertaking a bid on insurance services, seeking a better price and a uniform expiration date on all policies.

He stated he had interviewed and hired an intern from Columbia Greene Community College as well as continued work on the project manager job description, anticipated to begin work in January. He stated he had amended the County/CEDC contract for 2017. Mr. Jones stated the contract would be distributed and brought for approval to the December CEDC board meeting.

Mr. Stair asked the status of the Ginsberg project. Mr. Tucker stated the company was exploring all options. Mr. Stair asked if the main objection to the solar project was the neighbor. Mr. Jones and Mr. Tucker stated it seemed to be the case.

Weekender Forum, Workforce/Education Committee:

Mr. Jones gave the board an overview of the meeting, the attendees and the discussion. He stated workforce had emerged as a priority to the attendees. He felt the target group would be the middle schoolers, and suggested holding 6-8 lunchtime session to get them up to speed on business basics. He also suggested offering apprenticeship opportunities. He noted that Dr. Suttmeier had done some work in this area. Mr. Stair cautioned that such programs were difficult to start. He noted there were currently programs in place at least in the Hudson area. Dr. Suttmeier gave an overview of the programs available in the Hudson City School District.

Mr. Jones stated the attendees had suggested that the discussion be opened to a broader audience and be focused on an interest. Don Moore suggested that an assessment of the county be done to determine what was currently being offered by the school districts. Mr. Tucker suggested the WIB do a survey and share the results. He noted the regional Workforce Investment Boards meet to discuss for which grants they should apply.

Mr. Champion stated the Department of Labor has good data, he noted CGCC has used that data to develop new curriculum. He noted that the data shows little commonality in the needs of workforce. He noted his Office of Experimental Learning does good work, but works mainly with not-for-profits. He noted the college was unable to develop a curriculum for only 5 people.

Mr. Tucker stressed the need to be respectful of the current programming. Mr. Lee stated he had been involved in many workforce development discussions over the years, noting much centered around soft skills. Dr. Suttmeier stated the HCSD attempted to address all of the soft skills issues, but were unable to do so. She suggested a survey outreach to businesses containing specifications. Mr. Jones wished to form the committee and begin the discussion. He noted Ms. Finnegan, Ms. Fritsch, Ms. Johns, Dr. Suttmeier and Mr. Lapenn had volunteered to serve on the committee. Mr. Calvin volunteered to sit on the committee as well. Mr. Jones stated a meeting would take place probable in early January, due to the holidays.

Mr. Jones turned the board's attention to the yearly meeting calendar in the meeting packets. He noted that the November meeting for 2017 would be changed, and a new calendar would be emailed.

Public Comment/ Adjournment:

Having no other business to discuss and no public comments, a motion to adjourn was made by Ms. Sterling, seconded by Mr. Stair. Carried. The meeting was adjourned at 9:56 a.m.

Respectfully submitted by Lisa Draushuk