



# Choose Columbia

Columbia Economic Development Corporation

**MINUTES**  
**COLUMBIA ECONOMIC DEVELOPMENT CORPORATION**  
**Tuesday, September 24, 2019**  
**Columbia Greene Community College**  
**4400 Route 23**  
**Hudson, NY 12534**

A regularly scheduled meeting of the Columbia Economic Development Corporation (CEDC) Board of Directors was held at Columbia Greene Community College Board Room, 4400 Route 23, Hudson, NY 12534 on September 24, 2019. The meeting was called to order at 8:30 a.m. by David Fingar, Chair.

Attendee Name	Title	Status	Arrived/ Departed
Ruth Adams	Board Member	Present	
Russell Bartolotta	Board Member	Excused	
Jim Calvin	Vice-Chair	Present	Departed 9:34am
Rick Cummings	Board Member	Present	
Carlee Drummer	Board Member – Ex-Officio	Present	
David Fingar	Chair	Present	
Tish Finnegan	Board Member	Excused	
Derek Grout	Board Member	Present	
James Lapenn	Board Member	Present	
John Lee	Board Member	Present	
Kenneth Leggett	Board Member	Present	
Carmine Pierro	Board Member – Ex Officio	Present	
Seth Rapport	Board Member	Present	
Richard Scalera	Board Member – Ex Officio	Present	
Robert Sherwood	Board Member	Excused	
Gary Spielmann	Board Member	Excused	
Sarah Sterling	Secretary	Excused	
Brian Stuckles	Board Member	Present	
Maria Suttmeier	Board Member	Excused	
Andy Howard	CEDC Attorney	Present	
F. Michael Tucker	President/CEO	Present	
Lisa Drahushuk	Administrative Supervisor	Present	
Martha Lane	Business Development Specialist	Present	
Erin McNary	Bookkeeper	Present	
Ed Stiffler	Economic Developer	Present	
Carol Wilber	Marketing Director	Present	
Rose Coldwell	Resident	Present	
Carole Clarke	Resident	Present	
Pam Kline	Resident	Present	
Elizabeth Livingston	Resident	Present	
Nancy Hagan	Resident	Present	

John Fletcher	Resident	Present	
Robert Livingston	Resident	Present	

**Chairman's Remarks:**

Mr. Fingar asked the Board and attending guests to introduce themselves.

**Minutes:**

*Mr. Calvin made a motion, seconded by Mr. Lapenn to approve the August 27, 2019 minutes as presented. Carried.*

**Treasurer's Report:**

Mr. Tucker reviewed the balance sheet and the profit and loss statement. *Mr. Leggett made a motion, seconded by Mr. Cummings to approve the Treasurer's Report as presented. Carried.*

**Portfolio Review:**

Ms. Lane noted one client was one month behind in their payments and another had made back payments and become current. She noted the remaining were paying in line with their agreements. Mr. Tucker reviewed the reserve accounts and the newly awarded SBA funds. Ms. Lane noted there were currently 6 loans in the pipeline. *Mr. Lee made a motion, seconded by Mr. Leggett to approve the portfolio report. Carried.*

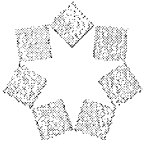
**President's Report:**

Mr. Tucker stated the office move was complete and the staff was currently unpacking. He thanked staff for their efforts. He asked the Board what they would prefer as a conference table. The board agreed they would prefer one similar to the Columbia Greene Community College Board table, which was square as opposed to a long table.

Mr. Tucker reminded the Board the Rail Trail public meeting would be held at the A.B. Shaw Firehouse in Claverack later in the day. He gave a history of the potential project and the property involved. He stated 50 attendees were expected.

Mr. Tucker stated Paul Harpis and Limz Machinery would be moving forward with their projects in the Commerce Park. He noted he had received a number of calls regarding the siting of solar projects within the county. He stated he was finalizing the first two articles done in conjunction with the Tourism department. He informed the Board the articles had been reviewed by the Supervisors as well as the Tourism Department. He noted he had also circulated them to the Alliance for the Creative Economy.

Mr. Tucker informed the Board the Board of Supervisors Economic Development Committee had approved a resolution contracting with CEDC to administer the Drumlin Fields CDBG grant. He noted the grant application included a \$15,000 fee to CEDC. He stated he would put any unused administrative fees back into the project. Mr. Lapenn asked about the staffing implications. Mr. Tucker stated the only staff time would be Ms. McNary's time reviewing and processing payments along with a yearly employment reporting. *Mr. Lapenn made a motion, seconded by Mr. Leggett to authorize CEDC entering into a contract with Columbia County to administer the Drumlin Fields CDBG grant. Carried with Mr. Grout abstaining from the vote.*



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## **Membership Update:**

Ms. Wilber stated the current membership total was \$57,858 she continued to send out reminders and solicit new members.

## **Committee Reports:**

### **Audit and Finance Committee:**

The Committee had not met in the past month.

### **Executive Committee:**

The Committee had not met in the past month.

### **Loan Committee:**

#### **Hudson Development Corporation Loan Agreement Extension:**

Mr. Howard stated he had reviewed the title report on the property and found it satisfactory. Mr. Tucker noted the earlier loan commitment had expired on August 30, 2019. He stated CSX had postponed the closing on the property until 12/31/19. HDC had requested CEDC to extend the loan commitment deadline to the same date. *Mr. Calvin made a motion, seconded by Mr. Lapenn to extend the loan commitment 12/31/19. Carried.*

#### **Philmont Beautification Inc.**

Ms. Lane stated the Loan Committee had approved a \$25,000 loan to Philmont Beautification Inc. The loan will be repaid when PB Inc. is reimbursed by USDA for the \$25,000 grant it was awarded earlier this year. It is a technical assistance grant and loan proceeds will be used to pay PB Inc. staff as well as outside consultants to deliver technical assistance. The collateral would consist of secured checking account at the Bank of Greene County. The Board discussed a potential mortgage that had not appeared on the loan write-up. *Mr. Lapenn made a motion, seconded by Mr. Calvin to table the loan until the mortgage issue can be clarified. Carried unanimously with the exception of Mr. Stickles who stated he had a conflict of interest.*

#### **Governance and Nominating Committee:**

The Committee had not met in the past month.

#### **Workforce & Education Committee:**

Mr. Lapenn stated the Workforce and Education Committee had met and asked Ms. Wilber to give an update on the Junior Career Leadership Program. Ms. Wilber gave an overview of the program and attendees and recounted the first class for the Board. She stated the next session would be held on October 5<sup>th</sup>.

Mr. Tucker stated he continued to work with Jim Church on the Teacher Participation program and stated the Career Jam event would be held in the Spring.

**Other Business:**

Mr. Tucker handed a copy of the draft support letter process. He reviewed the document with the Board.

**Public Comments:**

Mr. Calvin recused himself from the meeting noting his conflict with the Bells Pond convenience store project. Mr. Fingar opened the meeting for public comments. Several of the attendees stated they belonged to Livingston Concerned Citizens who were concerned with the proposed gas station at Bells Pond. They stated they were responding to Mr. Fingar's reading of a letter from CEDC supporting the project. They expressed concerns regarding the water table, and the negative impact on other businesses caused by the visual and environmental impact of the proposed business. They asked CEDC to support a full environmental impact study.

*With no other business to be conducted or public comments Mr. Rapport made a motion, seconded by Mr. Lee to adjourn the meeting. Carried. The meeting adjourned at 9:52am.*

*Respectfully submitted by Lisa Drahushuk*