



# Choose Columbia

Columbia Economic Development Corporation

**MINUTES**  
**COLUMBIA ECONOMIC DEVELOPMENT CORPORATION**  
**Tuesday, October 29, 2019**  
**One Hudson City Centre**  
**Suite 301**  
**Hudson, NY 12534**

A regularly scheduled meeting of the Columbia Economic Development Corporation (CEDC) Board of Directors was held at their offices located at, One Hudson City Centre, Suite 301, Hudson, NY 12534 on October 29, 2019. The meeting was called to order at 8:31 a.m. by David Fingar, Chair.

Attendee Name	Title	Status	Arrived/ Departed
Ruth Adams	Board Member	Excused	
Russell Bartolotta	Board Member	Excused	
Jim Calvin	Vice-Chair	Present	
Rick Cummings	Board Member	Present	
Carlee Drummer	Board Member – Ex-Officio	Present	
David Fingar	Chair	Present	
Tish Finnegan	Board Member	Present	
Derek Grout	Board Member	Excused	
James Lapenn	Board Member	Present	
John Lee	Board Member	Excused	
Kenneth Leggett	Board Member	Excused	
Carmine Pierro	Board Member – Ex Officio	Present	
Seth Rapport	Board Member	Present	
Richard Scalera	Board Member – Ex Officio	Present	
Robert Sherwood	Board Member	Present	
Gary Spielmann	Board Member	Present	
Sarah Sterling	Secretary	Present	
Brian Stickles	Board Member	Present	
Maria Suttmeier	Board Member	Present	
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	Excused	
Kayla Duntz	Intern	Present	
Amy Bonville		Present	

**Chairman's Remarks:**

Mr. Fingar welcomed the Board to the new offices of CEDC. He thanked Mr. Tucker and the staff for their hard work

**Minutes:**

*Mr. Calvin made a motion, seconded by Mr. Spielmann to approve the September 24, 2019 minutes as presented. Carried.*

**Treasurer's Report:**

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

**Portfolio Review:**

Ms. Lane noted EZ Foods and Serenity Wellness were two months behind in their payments and would be mailing payments. She noted les collines was in contact with Ms. McNary regarding their late payment. Mr. Calcagno continued to pay. Ms. Lane announced Mario's had paid off their loan in the past week. *Mr. Spielmann made a motion, seconded by Mr. Lapenn to approve the portfolio report. Carried.*

**President's Report:**

Mr. Tucker discussed the Patterns for Progress study. He noted they would be holding a roundtable discussion to discuss the data. He stated the Board of Supervisors had asked CEDC to assist them in addressing the issues brought up in the report. He noted the Department of Labor had also contacted him regarding a roundtable to discuss the issues as they relate to workforce.

Mr. Tucker stated he was assisting the fish farm in their discussions with the Town of Greenport Water and Sewer Department. He noted the project which employed between 40 and 60 employees had been named a NYS priority project. He announced Drumlin Farms had been awarded a \$300,000 CDBG Grant through Columbia County. He noted Energy East had taken an option on the Ginsberg property. He noted the County had approved the release of an easement for the previously planned water tower.

Mr. Tucker stated he continued to field inquiries on the 1 Hudson Avenue property, as well as meet with the parties involved in the McKinstry Building. He noted the final report on the rail trail had been received and would be reviewed.

Mr. Tucker stated Camoin Associates would be doing a website audit for CEDC, IDA, CRC, HDC and the City of Hudson IDA, to ensure compliance. He noted work continued on broadband and housing, noting the Board of Supervisors has expressed an interest in land banks.

**HIDA Contract Extension:**

Mr. Tucker reviewed the contact with the Board. *Mr. Calvin made a motion, seconded by Mr. Lapenn to approve the contract as presented. Carried.*

**Committee Reports:****Audit and Finance Committee:****2020 Budget:**

Mr. Tucker reviewed the budget. *Mr. Lapenn made a motion, seconded by Mr. Spielmann to approve the budget as recommended by the Audit and Finance Committee. Carried.*



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## **Investment Policy:**

Mr. Lapenn addressed Section VII and suggested the removal of “ up to the amounts which are collateralized.” *With no further changes suggested, Mr. Calvin made a motion, seconded by Mr. Lapenn to approve the policy with the change suggested. Carried.*

## **Executive Committee:**

The Committee had not met in the past month.

## **Loan Committee:**

### **Philmont Beautification Inc.**

Ms. Lane stated the documents requested by the Board would be obtained and forwarded to CEDC by the next meeting.

## **Miracle Springs Farm:**

Ms. Lane asked that the collateral be changed from the mortgage to an escrow account. She explained that CEDC holds property as loan collateral. The property is being purchased by NYS. NYS will not purchase property which has any encumbrances. NYS offered to open an escrow account from which CEDC will be paid upon closing. She stated the Loan Committee had recommended approval of the action to the full board. *Ms. Sterling made a motion, seconded by Mr. Lapenn. Carried, with the exception of Mr. Stickles who recused himself from the vote due to a conflict of interest.*

## **Hudson Development Corporation Loan Update:**

Mr. Tucker informed the Board the loan was ready to close later in the week.

## **Loan Committee Charter:**

Mr. Tucker stated the Charter had been reviewed and recommended for approval by the Loan Committee. *Ms. Sterling made a motion, seconded by Mr. Cummings to approve the Loan Committee Charter as recommended. Carried.*

## **Governance and Nominating Committee:**

The Committee had not met in the past month.

## **Workforce & Education Committee:**

The Committee had not met in the past month. Mr. Tucker stated the Leadership Institute was doing well. He stated he was speaking to Columbia Greene Community College and Greene County about expanding the program next year. He stated CEDC would be participating in the BOCES November 14<sup>th</sup> event. He stated he had visited the Saratoga Career Jam in anticipation of a Columbia County event next year.

**Other Business:**

Mr. Tucker stated he was in the process of setting up wire transfer capability for all banks used by CEDC. He asked the board to approve a resolution allowing CEDC to enter into a business service agreement with Community Bank that would allow CEDC to utilize their wire transfer services. *Mr. Calvin made a motion, seconded by Mr. Spielmann to approve the resolution as outlined by Mr. Tucker. Carried.*

Ms. Drummer addressed the Patterns for Progress report, noting Columbia Greene Community College had contracted to do a GAP analysis. She anticipated the report would be completed by the end of December and would be shared with CEDC.

*With no other business to be conducted or public comments Ms. Sterling made a motion, seconded by Mr. Lapenn to adjourn the meeting. Carried. The meeting adjourned at 9:33am.*

*Respectfully submitted by Lisa Draushuk*