

**Columbia County  
Industrial Development Agency**



**MINUTES  
COLUMBIA COUNTY  
INDUSTRIAL DEVELOPMENT AGENCY  
Full Board  
Tuesday, February 4, 2020  
One Hudson City Centre, Suite 301  
Hudson, New York**

A regularly scheduled meeting of Columbia County Industrial Development Agency's Board held at One Hudson City Centre, Suite 301, Hudson, NY 12534 on Tuesday, December 4, 2020. The meeting was called to order at 8:34am by Carmine Pierro, Chairman.

Attendee Name	Title	Status	Arrived
Nina Fingar-Smith	Board Member	Present	
Robert Galluscio	Treasurer	Excused	
William Gerlach	Board Member	Present	
Brian Keeler	Board Member	Excused	
Carmine Pierro	Chairman	Present	
Sarah Sterling	Secretary	Present	
Theodore Guterman II	Counsel	Present	
F. Michael Tucker	President/CEO	Present	
Lisa Drahushuk	Administrative Supervisor	Present	
Erin McNary	Bookkeeper	Present	
Ed Stiffler	Economic Developer	Excused	
Martha Lane	Business Development Specialist	Present	
Carol Wilber	Marketing Director	Excused	

**Slate of Directors:**

Mr. Pierro asked for a motion to approve following slate of Directors as recommended:

Chairman – Carmine Pierro  
Vice-Chairman – Sarah Sterling  
Secretary – Nina Fingar-Smith  
Treasurer – Robert Galluscio

*Ms. Sterling made a motion, seconded by Mr. Gerlach to elect the slate as recommended.  
Carried.*

**2020 Annual Housekeeping Resolution:**

*Mr. Gerlach made a motion, seconded by Ms. Sterling to approve the 2020 Annual Housekeeping Resolution. Carried.*

**Minutes:**

*Mr. Gerlach made a motion, seconded by Ms. Sterling to approve the minutes from December 3, 2019. Carried.*

**2019 Operations and Accomplishments:**

*Ms. Fingar-Smith made a motion, seconded by Ms. Sterling to approve the 2019 Operations and Accomplishments Report. Carried.*

**2019 Performance Measures Report:**

*Ms. Sterling made a motion, seconded by Mr. Gerlach to approve the 2019 Performance Measures Report. Carried.*

**2020 Mission Statement and Measurements Goals:**

*Mr. Gerlach, made a motion, seconded by Ms. Fingar-Smith to approve the 2020 Mission and Measurements Goals. Carried.*

*Ms. Sterling made a motion, seconded by Mr. Gerlach to hold the IDA Full Board meeting in abeyance in order to hold the committee meetings. Carried. 8:36am.*

*Ms. Sterling made a motion, seconded by Ms. Fingar Smith to call the meeting back to order at 8:47am. Carried.*

**Consent Agenda:**

**Committee Reports**

**Audit Committee Report**

2019 Internal Controls Statement  
2019 Discharged Duties

**Finance Committee Report**

Treasurer's Report  
2019 Discharged Duties

**Governance Committee Report**

2019 Compliance Calendar  
2019 Discharged Duties

*Ms. Fingar-Smith made a motion, seconded by Mr. Gerlach to approve Consent Agenda as presented. Carried.*

**2020 CEDC/IDA Contract:**

*Mr. Tucker reviewed the contract which mirrored the previous years. He noted the contract was for \$2,000/month with an extra 10% for project fees over \$150,000. Ms. Fingar-Smith made a motion, seconded by Ms. Sterling. Carried.*

**DRAFT**

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**Administrative Director's Report:**

Mr. Tucker noted the day's IDA meetings were being live streamed in accordance with New York State law. He noted there were several other laws that had gone in effect with the New Year, including suspension of members for failing to supply reports and granting the State Comptroller the power to audit government controlled entities. He noted the Governor's budget included prevailing wages on all projects that utilize state funds for 30% of their total project costs. This would apply for projects over \$5 million

Mr. Tucker stated a review of the IDA website had been completed by Camoin Associates. He noted He noted the section labeled Special Meetings contained no meetings due to the fact no special meetings had been held. He suggested a note be added to the section that explains no Special Meeting had been held to avoid confusion. He noted there were several policies that lacked dates and two policies were not on the website (Whistleblower and Travel Policy).

Mr. Tucker suggested the IDA do a by-law review later in the year. He noted that last review had been done in 2016.

Mr. Tucker stated a project review had been done. He noted a section on green energy would be added to the current application.

**Project Update:**

**Klocke Estate Distillery, LLC ( Formerly Drumlin Fields Spirits):**

Mr. Tucker stated they were working on their site plan for a barn with an architect and an engineer. They planned to present the plan to the Claverack Planning Board on 3/5/2020. He noted their ag exemption is in place, and they would be meeting with the town assessor for a valuation. He noted the project wasn't subject to sales tax and due to the higher level of equity the mortgage recording tax exemption amount would need to be reduced. He asked if the Board would consider a reduced fee for the IDA. Mr. Guterman stated the IDA had agreed to accept a set fee of \$70,000. Mr. Tucker stated the business may ask the IDA to reconsider that fee.

Mr. Tucker stated work was currently underway at the site.

Mr. Tucker briefly outlined the Shaker Museum project that may apply for CRC benefits. He stated Columbia Memorial Health may have a project for the CRC as well. He reminded the Board CEDC was covering the cost for the CRC.

*With no further business to discuss or public comment, a motion was made by Ms. Fingar-Smith and seconded by Ms. Sterling. Carried. The meeting adjourned at 9:06am.*

*Respectfully submitted by Lisa Draushuk*