

# Columbia County Industrial Development Agency

Please take notice that there will be a regular meeting of the Columbia County Industrial Development Agency and its Audit Committee held on March 15, 2021 at 8:30am. This meeting will be held to consider all appropriate business brought before it. The meeting is open to the public. Due to public health and safety concerns related to COVID-19, the Columbia County IDA Board will not be meeting in-person. In accordance with the Governor's Executive Order 202.1, the March 15, 2021 Board meeting will be held at **8:30 am via Google Meet** and will be recorded with a transcript provided at a later date. The public will have an opportunity to hear the meeting live and provide comments. Comments can also be provided via email before and during the meeting to [mtucker@columbiaedc.com](mailto:mtucker@columbiaedc.com). Please check the meeting agenda posted on the IDA's website on [www.columbiaedc.com](http://www.columbiaedc.com) for further instructions to access the virtual meeting and for updated information. Meeting information : Join with Google Meet: [meet.google.com/bjk-jdxz-eok](https://meet.google.com/bjk-jdxz-eok) ; Join by phone: **+1 636-206-4873** (PIN: 421846190)

Nina Fingar-Smith, Secretary  
Columbia County Industrial Development Agency  
Dated March 8, 2021

## IDA Board of Members Agenda

### Members:

Nina Fingar-Smith	Bob Galluscio	William Gerlach
Brian Keeler	Carmine Pierro	Sarah Sterling

### Consent Agenda

#### Committee Reports

- a. Audit Committee
    - i. 2020 Audit Financial Statements\*
  - b. Finance Committee
    - i. Treasurer's Report\*
1. Draft Minutes, February 2, 2021\*
  2. Confidential Board Evaluation\*
  3. Review of 2020 PARIS report\*
  4. Administrative Directors Report
  5. Klocke Estate Distillery, LLC (Drumlin Fields Spirits)
  6. Commerce Park Update
  7. Public Comments

### Attachments:

Draft 2020 Audited Financial Statements  
Draft Treasurer's Report  
Draft Minutes February 2, 2021  
Draft 2020 Paris Report

\* Requires Action

One Hudson City Centre, Suite 301  
Hudson, New York 12534  
518-828-4718

**Columbia County IDA**  
**Balance Sheet**  
**As of February 28, 2021**

	Feb 28, 21
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Key Checking	6,091.83
Key Money Market	15,804.21
Comm - Escrow 2990 Rt 9 Realty	21,617.94
Key - Escrow BAC Sales, Inc.	35,228.45
<b>Total Checking/Savings</b>	<b>78,742.43</b>
<b>Total Current Assets</b>	<b>78,742.43</b>
<b>Other Assets</b>	
Comm. Park Land Sale Recv. HRVH, LLC	11,852.69
<b>Total Comm. Park Land Sale Recv.</b>	<b>11,852.69</b>
<b>Total Other Assets</b>	<b>11,852.69</b>
<b>TOTAL ASSETS</b>	<b>90,595.12</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
Escrow 2990 Rt 9 Realty	21,617.94
Escrow BAC Sales, Inc.	35,228.45
due to CEDC	4,000.00
<b>Total Other Current Liabilities</b>	<b>60,846.39</b>
<b>Total Current Liabilities</b>	<b>60,846.39</b>
<b>Long Term Liabilities</b>	
Due to Col.Cnty Land Sale HRVH, LLC	11,852.69
<b>Total Due to Col.Cnty Land Sale</b>	<b>11,852.69</b>
<b>Total Long Term Liabilities</b>	<b>11,852.69</b>
<b>Total Liabilities</b>	<b>72,699.08</b>
<b>Equity</b>	
Fund Balance - Unrestricted	34,162.00
Net Income	-16,265.96
<b>Total Equity</b>	<b>17,896.04</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>90,595.12</b>

1:50 PM

03/08/21

Accrual Basis

**Columbia County IDA**  
**Profit & Loss Budget vs. Actual**  
**January through February 2021**

	Jan - Feb 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
Income				
Comm Prk Principal Inc.	0.00	0.00	0.00	0.0%
Interest	0.00	0.00	0.00	0.0%
Administration Fee Income	2,500.00	8,333.34	-5,833.34	30.0%
Application and Misc Income	0.00	1,250.00	-1,250.00	0.0%
Bank Interest	0.95	8.32	-7.37	11.4%
<b>Total Income</b>	<b>2,500.95</b>	<b>9,591.66</b>	<b>-7,090.71</b>	<b>26.1%</b>
Expense				
Comm. Park Land Sale				
Comm Park money to County	0.00	0.00	0.00	0.0%
<b>Total Comm. Park Land Sale</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
Consultants	0.00	1,250.00	-1,250.00	0.0%
Legal Fees	0.00	1,250.00	-1,250.00	0.0%
Accounting & Audit	0.00	0.00	0.00	0.0%
Administration/CEDC	4,000.00	0.00	4,000.00	100.0%
Insurance	1,916.73	2,500.00	-583.27	76.7%
Office & Misc Exp	50.18	250.00	-199.82	20.1%
<b>Total Expense</b>	<b>5,966.91</b>	<b>5,250.00</b>	<b>716.91</b>	<b>113.7%</b>
<b>Net Ordinary Income</b>	<b>-3,465.96</b>	<b>4,341.66</b>	<b>-7,807.62</b>	<b>-79.8%</b>
<b>Other Income/Expense</b>				
Other Income				
PILOT Receipts	94,857.86			
<b>Total Other Income</b>	<b>94,857.86</b>			
Other Expense				
PILOT Payments	107,657.86			
<b>Total Other Expense</b>	<b>107,657.86</b>			
<b>Net Other Income</b>	<b>-12,800.00</b>			
<b>Net Income</b>	<b>-16,265.96</b>	<b>4,341.66</b>	<b>-20,607.62</b>	<b>-374.6%</b>

**Columbia County  
Industrial Development Agency**

**MINUTES  
COLUMBIA COUNTY  
INDUSTRIAL DEVELOPMENT AGENCY  
Full Board  
Tuesday, February 2, 2021  
Via Google Meet due to COVID-19 outbreak**

A regularly scheduled meeting of Columbia County Industrial Development Agency's Board held via Google Meet due to COVID-19 on Tuesday, February 2, 2021. The meeting was called to order at 8:56am by Carmine Pierro, Chairman, following a motion by Ms. Fingar-Smith and seconded by Mr. Pierro. Carried

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Nina Fingar-Smith	Secretary	Present via Meet	
Robert Galluscio	Treasurer	Present via Meet	
William Gerlach	Board Member	Present via Meet	
Brian Keeler	Board Member	Present via Meet	
Carmine Pierro	Chair	Present via Meet	
Sarah Sterling	Vice Chair	Present via Meet	
Theodore Guterman II	Counsel	Present via Meet	
F. Michael Tucker	President/CEO	Present via Meet	
Lauren Cranna	Business Development Partner	Present via Meet	
Lisa Drahushuk	Administrative Supervisor	Present via Meet	
Cat Lyden	Assistant Administrative / Bookkeeper	Present via Meet	
Martha Lane	Business Development Director	Present via Meet	
Erin McNary	Bookkeeper	Present via Meet	
Ileana Morales	Marketing Specialist	Present via Meet	
Carol Wilber	Marketing and Communications Director	Present via Meet	
Jeanne Mettler	Supervisor, Town of Copake	Present via Meet	
Chris Kersten	Supervisor, Town of Hillsdale	Present via Meet	
Richard Wolf	Dep. Supervisor, Town of Copake	Present via Meet	
Stephen Futrell	Member of the Public	Present via Meet	
Tom Feeney	Member of the Public	Present via Meet	
Thomas Goldworthy	Member of the Public	Present via Meet	
917-xxx-xx50	Member of the Public	Present via Meet	
518-xxx-xx23	Member of the Public	Present via Meet	

**Slate of Directors:**

Mr. Pierro read the Slate of Directors enclosed in the meeting packet. He asked if there were any changes to the slate as proposed. No changes were proposed. Mr. Pierro called for a motion to approve the Slate of Directors as presented. *Mr. Gerlach made a motion, seconded by Mr. Keeler to approve the Slate of Directors as follows: Chair: Carmine Pierro, Vice Chair: Sarah Sterling, Secretary: Nina Fingar-Smith, Treasurer: Robert Galluscio. Carried.*

**Annual Housekeeping Resolution:**

Mr. Pierro asked if there were any changes to the Annual Housekeeping Resolution. With no questions or changes, presented, Mr. Pierro called for a motion. *Mr. Galluscio made a motion, seconded by Mr. Gerlach to approve the resolution as presented. Carried.*

**Minutes:**

*Ms. Sterling made a motion, seconded by Mr. Pierro to approve the minutes from December 14, 2020 as presented. Carried.*

Mr. Pierro asked for a motion to hold the meeting in abeyance in order to hold the Committee meetings. *Mr. Gerlach made a motion, seconded by Mr. Pierro to hold the full board meeting in abeyance. Carried. The meeting paused at 8:58am.*

Mr. Pierro called for a motion to re-open the full board meeting. *Mr. Gerlach made a motion, seconded by Mr. Keeler to reopen the meeting. Carried. The meeting re-opened at 9:05am.*

**Consent Agenda**

1. Annual Reports
  - a. 2020 Performance Measures Report\*
  - b. 2020 Operations and Accomplishments\*
  - c. 2021 Mission Statement and Measurements Goals\*
2. Committee Reports
  - a. Audit Committee
    - i. Audit Committee Charter\*
    - ii. 2020 Internal Controls Statement\*
    - iii. 2020 Discharged Duties\*
  - b. Finance Committee
    - i. Treasurer's Report\*
    - ii. Finance Committee Charter\*
    - iii. 2020 Investment Report\*
    - iv. 2019 Discharged Duties\*
  - c. Governance Committee
    - i. Governance Committee Charter\*
    - ii. 2020 Compliance Calendar\*
    - iii. 2020 Discharged Duties\*

Mr. Pierro called for a motion to approve the above items as a consent agenda. *Ms. Sterling made a motion, seconded by Ms. Fingar-Smith to approve the above stated items as a consent agenda. Carried.*

**2021 CEDC/IDA Contract:**

Mr. Tucker stated there was no change in the fee from the previous year. *Mr. Gerlach made a motion, seconded by Mr. Galluscio to approve the 2021 CEDC/IDA contract as presented. Carried.*

**Administrative Director's Report:**

Mr. Tucker noted he had previously reported Limz Machinery had paid off their mortgage. Mr. Tucker informed the Board, CEDC had authorized the reimbursement of half of the deposit originally paid on the property by the former owner of Lot 8 in the Commerce Park, who was relinquishing all rights to the property.

## Columbia County Industrial Development Agency

**DRAFT**

### **Commerce Park Lot 8 – Purchase and Sale Agreement:**

Mr. Tucker stated as discussed at the December meeting, Saad Development Corporation had expressed interest in Lot 8 in the Commerce Park. He noted he had met with the appropriate County Committees who had approved resolutions recommending the County Full Board authorize the property be transferred to the IDA for the purpose of sale to SAAD Corporation. Mr. Guterman has drafted a revised purchase and sale contract, with a tighter inspection period. He stated the intent to sell the property needs to be submitted to the Authority Budget Office.

Ms. Sterling asked if the potential buyer had received the deed restrictions and the other requirements applicable to the Commerce Park Properties. Mr. Tucker stated they had.

Mr. Guterman stated he had drafted a contract for sale. He noted that the earlier problem included significant encroachments onto Lot 8. He noted the encroachments were settled in 2018. The result was the adjoining property obtained more property, while Lot 8 was decreased in size by nearly an acre. He suggested the IDA authorize a new survey of the property due to the diminished size and the lack of an accurate legal description of the property. He suggested surveyor Dan Russell, who was involved in the work on the properties in 2018, would be the appropriate choice. *Mr. Galluscio made a motion, seconded by Ms. Sterling to approve the contract of sale on Lot 8 in the Commerce Park. Carried. Mr. Gerlach made a motion, seconded by Ms. Sterling to authorize a survey on Lot 8 in the Commerce Park. Carried.*

### **Commerce Park Sewer Upgrade:**

Mr. Tucker reminded the Board that the County is under a NYSDEC Consent Order regarding the upgrade of their sewer facilities in the Commerce Park. As part of that order the County is undertaking the construction of a sewer line from the Commerce Park to the Greenport sewer treatment facility. The County has negotiated easements or taken by eminent domain, properties along Rte 66 in order to bring the sewer line to the Greenport plant. The County requested that the IDA provide an easement through an IDA owned property in the Commerce Park. The parcel is not buildable due to flight path and wetlands. He noted he was not seeking Board approval until the next meeting.

### **Solar Update and Discussion:**

Mr. Tucker stated he had received resolutions from the Livingston and New Lebanon Town Boards stating both towns were in support of upholding local town zoning decisions on matters of energy and land use. Both resolutions stated the Town Boards were in support of the long tradition of Home Rule, whereby NYS has granted and respected the ability of local town governments to determine the best land uses within their town borders. Mr. Tucker read the resolutions to the Board and attendees. He noted the Towns had both asked the IDA not to grant PILOT designation to projects within their borders when the local governments of those towns had chosen not to support the projects. He noted this relates specifically to solar projects.

Mr. Tucker stated he had spoke with Supervisor Mettler about the Shepard's Run Project. He noted he received a press release from the developer noting they had decreased the size of the project. He stated the Town was still monitoring the project. He noted the developer has not contacted the IDA since their previous contact and no application has been received. He stated he would continue to update the Board. Mr. Pierro asked if there were any comments from the Board, with none presented he opened the floor to public comment.

**Public Comments:**

Jeanne Mettler, Supervisor of Copake stated the Town had no assurance of when the developer would make their application. She noted for the record Copake has passed a resolution opposed to this project for the reasons outlined in the resolution. She is gratified by the support from other towns and continued to monitor the situation.

*With no further business to discuss or public comment, a motion was made by Mr. Gerlach and seconded by Mr. Keeler. Carried. The meeting adjourned at 9:28am.*

*Respectfully submitted by Lisa Drahushuk*