

CITY OF HUDSON INDUSTRIAL DEVELOPMENT AGENCY

MINUTES CITY OF HUDSON INDUSTRIAL DEVELOPMENT AGENCY Board Meeting Tuesday, January 8, 2019 1 North Front Street Hudson, New York

The regular meeting of the City of Hudson Industrial Development Agency was held at the offices of the Columbia County Chamber of Commerce, located at 1 North Front Street, Hudson, NY 12534 on January 8, 2019. The meeting were called to order at 1:17 pm by Tiffany Garriga, Vice-Chair.

HIDA Members	Title	Present	Absent
	Chair	x	
Majority Leader Tiffany Garriga	Vice Chair	x	
Treasurer Heather Campbell	Treasurer	x	
Assessor Justin Maxwell	Secretary	x	
Planning Board Chair Walter Chatham	Member	x	
Mayor Rick Rector	Member	x	
Incoming Minority Leader Dominic Merante	Member	x	

ALSO PRESENT:

Tom DePietro	President, Common Council
Eileen Halloran	5 th Ward Alderman
Linda Mussmann	4 th Ward Supervisor, City of Hudson
F. Michael Tucker	Columbia Economic Development Corp.
Lisa Drahushuk	Columbia Economic Development Corp.
Kayla Duntz	Columbia Economic Development Corp.

Ms. Halloran noted that she was no longer Minority Leader and therefore would no longer be a member of the HIDA. She informed the attendees, Dominic Merante had been installed as Minority Leader and would be replacing her on the HIDA Board. The Board expressed their thanks for her service.

Committee Appointments:

Acting Chair Garriga called for a motion to appoint the Audit Committee consisting of Mr. Merante, Mr. Chatham and Mr. Maxwell. *Mr. Chatham made a motion, seconded by Mr. Rector to approve the appointments. All present voted in favor.*

Mr. Rector made a motion, seconded by Mr. Chatham to appoint the Finance Committee consisting of Ms. Campbell, Mr. Chatham and Mr. Rector. All present voted in favor.

Mr. Rector made a motion, seconded by Mr. Chatham to appoint the Governance Committee consisting of Ms. Garriga, Mr. Maxwell, Mr. Merante and Mr. Rector. All present voted in favor.

Election of Officers:

Mr. Chatham made a motion seconded by Ms. Campbell to elect Ms. Garriga HIDA Chair. All present voted in favor.

Ms. Campbell made a motion, seconded by Mr. Rector to elect Mr. Chatham Vice-Chair. All present voted in favor.

Mr. Rector made a motion, seconded by Ms. Campbell to elect Mr. Maxwell Secretary. All present voted in favor.

Mr. Chatham made a motion, seconded by Mr. Rector to elect Ms. Campbell Treasurer. All present voted in favor.

Designation of official newspaper:

Mr. Chatham made a motion, seconded by Mr. Maxwell to designate the Register Star as the official newspaper of the HIDA. All present voted in favor.

Designation of Meeting Date:

Mr. Chatham made a motion, seconded by Ms. Campbell to designate the second Tuesday of each month at 1:00pm as the regular meeting date for 2019. All present voted in favor.

Annual Housekeeping Resolution:

Mr. Tucker explained the Annual Housekeeping Resolution allowed the Board to approve the Administrative Director and staff, appoint the Independent Auditor, Agency Counsel, Banks and accounts and approve policies and documents listed in Schedule A. It also appointed the Ethics officer and the Contracting/Procurement officer. *Mr. Chatham made a motion seconded by Ms. Campbell to approve the 2019 Annual Housekeeping Resolution with the correction of adding Mr. Merante and removing Ms. Halloran. All present voted in favor.*

Minutes:

Mayor Rector made a motion, seconded by Mr. Chatham to approve the minutes from the November 13, 2018 meeting. The motion was approved with all present voting in favor.

2018 Operations and Accomplishments, 2018 Performance Measures Report: 2019 Mission Statement and Performance Goals:

Mrs. Drahushuk explained the reports were required by the Authority Budget Office annually. She explained the difference between the 2018 Performance Measures Report and the 2019 Mission Statement and Performance Goals as well as the purpose of the Operations and Accomplishments report. *Ms. Campbell made a motion, seconded by Mr. Rector to approve and affirm the documents as presented. All present voted in favor.*

Confidential Board Evaluation:

Mr. Rector made a motion, seconded by Ms. Campbell to approve the 2018 Confidential Board Evaluation Summary and to forward the document to the Authority Budget Office. All present voted in favor.

Finance Committee Report:

Mr. Tucker stated the year end Treasurer's Report would be presented at the next meeting. *Ms. Campbell made a motion, seconded by Mr. Chatham to approve the Committee Report as presented. All present voted in favor.*

Audit Committee Report:

Ms. Campbell stated no engagement letter had been received from Sickler, Torchia Allen & Churchill. *Mr. Chatham made a motion, seconded by Mr. Maxwell to approve the Committee Report as presented. All present voted in favor.*

Governance Committee Report:

Mr. Maxwell made a motion, seconded by Mr. Chatham to approve the Committee Report as presented. All present voted in favor.

Administrative Director's Annual Report:

Mr. Tucker informed the Board he had contacted the Authority Budget office regarding the consolidation of the Audit and Finance Committees. They responded that the committee duties were different and the committees could not be combined. He noted one seat on the Board remained open and would be discussed at the next meeting. He asked Ms. Halloran to update the Board at that time.

Mr. Tucker stated he had received a number of inquiries from projects interested in proceeding with projects through the HIDA. He reminded the Board, costs would limit the number of projects the HIDA could attract. He noted as the City moved through the DRI process, private sector projects may present themselves.

Mr. Tucker stated CEDC had been asked to participate in the County housing study, which had begun to identify areas of immediate need, noting there were significant pockets of need for low-income housing in the hamlets and the City. He stated he had been asked by the City of Hudson to participate with their housing study/inventory of available sites in the City limits.

Mr. Tucker stated CEDC would again be sponsoring the bi-yearly job fair in partnership with Columbia-Greene Media. He informed the Board that James Lapenn of the CEDC board had recently been appointed to the Workforce Board as the CEDC representative, replacing Tony Jones who was stepping down at the end of January.

With no public comments or other business, Chair Garriga called for a motion to adjourn the meeting. *Mr. Rector made a motion, seconded by Ms. Campbell to adjourn the meeting. All Members present voted in favor.* The meeting adjourned at 1:56 pm.

Respectfully submitted by Lisa Drahushuk