



Putnam County Industrial Development Agency

Putnam County Office Building
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Carmel, NY 10512
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Minutes of the Special Meeting
October 30, 2017, at 6:00 PM,
Kent Public Library, 17 Sybil's Run, Kent Lakes, NY 10512

Regarding: Amendment of By-Laws, reauthorization of resolutions of October 12th and other organizational issues.

Meeting opened at 6:00 PM
PC IDA Board Members present: Bill Nulk, Chair; Steve Baranowski, Vice Chair; Bill Carlin, Board Member and Joe Downey, Board Member. No other people were in attendance.

The Minutes of the July 26, 2017, and October 12, 2017, meetings were approved:
Motion: Bill Carlin; Second: Steve Baranowski; Approval: 4 Yes – 0 Nay

Discussion and the following actions were taken:

*Resolution 2017-10-30-1 to amend the PC IDA By-Laws as follows:
Article 6, Section 5. **Meetings**'**Four (4) affirmative votes shall be necessary to pass a resolution**' is amended to: '**A majority of affirmative votes of a Board of seven members or five members shall be necessary to pass all resolutions.**'

Article 6, Section 4. (second paragraph) **Meetings Order of Business** is amended to be **Section 6** and

Article 6, Section 6. Meetings Agency Website is amended to be **Section 7.**

And amended is:

Article 6, Section 2. Regular Meetings**may be held on the 2nd Monday of the month, to begin at 6:00 PM.**'

Motion: Bill Nulk; Second: Steve Baranowski; Approval: 4 Yes – 0 Nay

The By-Law will be published with the **Adopted Date** on the "footer" of each page for reference.

*Resolution 2017-10-30-2 to adopt the 2018 Budget and Financial Plan and approve the submission and certification to the Authorities Budget Office PARIS reporting system.

Motion: Steve Baranowski; Second: Joe Downey; Approval: 4 Yes – 0 Nay

*Re-authorization of the payments authorized at the October 12th Meeting:

Payment – Teri Waivada – 2016 fees \$9,262.50
Payment – Putnam County – 2017 Interns \$4,720.33
Payment – W. Nulk – reimburse for expenses \$126.03
And:

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Authorize design and purchase of new Official Seal – approx. \$160.00

Motion: Bill Carlin; Second: Steve Baranowski; Approval: 4 Yes – 0 Nay

As part of on-going business, we are sending a letter to Brewster Plastics requesting a meeting to determine their options to satisfy their delinquency situation. We may have to proceed with “claw-back” procedures due to the fact of their failure to fulfil the IDA benefits requirements.

We are looking at a similar problem with Fox Ridge Hotel. Teri Waivada is working on these problems.

Bill Carlin and Bill Nulk have a meeting scheduled with the County Executive, the Planning Commissioner and the Highway-Facilities Commissioner regarding the move to the Lawlor Building. The discussion will include the relationship between the EDC, Tourism, Planning and the PC IDA – the *Putnam County Economic Development Team*. The Board agreed that we should avoid taking on a “personnel expense” encumbrance and contract out the services we may need. An “executive director” function could be handled as a part-time duty of the EDC President or some similar person. Back-office support could be handled through the Planning Department and the limited need for legal advice, by the County Law Department.

Now that we are in full compliance, we should seek additional Board Members. We have 3 people who have expressed interest: Ed Cook, Serina Tamagna and Michael Karlsson. We will contact them and arrange interviews with us prior to referring the applicants to the Legislature.

The Board approved our participation in membership with the New York State Economic Development Corporation – annual dues \$750. Bill Nulk will proceed with the application.

The meeting adjourned at 6:50 PM.

Minutes submitted by William Nulk, Chairman