



Putnam County Industrial Development Agency
2 Route 164, Suite 2B
Patterson, NY 12563
845-808-1031 www.putnamida.com

MINUTES – Full Board Meeting

Agency Conference Room, 2 Route 164, Patterson, NY 12563

Tuesday, July 18, 2023

Call to Order: 6:23 PM

Request for Recess for Executive Session to discuss personnel matters.

Return from executive session – no resolutions to have been adopted.

- Roll Call: William Nulk, Chairman
Edward Cooke, Vice Chairman
Joseph Downey, Secretary
Abby O’Brien, Recording Secretary
Simon Carey, Board Member
Michael Karlsson, Board Member
Other Attending: Mike Stephenson, IT Consultant

- \*Approval of Minutes: October 18, 2022, Board meeting
November 15, 2022, Board Meeting
December 13, 2022, Board Meeting
January 24, 2023, Board Meeting
April 18, 2023, Board Meeting
May, 23, 2023, Board Meeting - Cancelled – no quorum
June 20, 2023, Board Meeting

Motion to approve minutes: Bill Nulk , Second: Ed Cooke ; Result: Pass

\*Treasurer’s Report (Nulk):

Table with 3 columns: Description, Account Name, Amount. Rows include Current financials, PCIDA checking acct, Gleneida holding acct, Braemar holding acct.

Reconciliations: In process; Collateralization: confirmed

\*Treasurer's Report (Nulk) continued:

Report of Fraudulent Endorsement Check and PCSB Positive Pay Program  
Positive pay system – extra steps, but the system works  
Fraudulent Check Current Status: PCIDA has been fully credited, and  
Fraud case is Pending response from TD Bank – bank of 1<sup>st</sup> deposit

\*Chairman's Report:

2024 County Budget Allocation request and reports –  
Funding allocation requested, but not expected to be needed.  
Status of PARIS Reports:  
Update on Information and recommendations regarding Agency Fees and  
Updated UTEP: PILOTs are increasing in length of terms - consideration of  
reviewing the UTEP rather than deviate from UTEP for these longer terms.

Discussion regarding restructuring on PCIDA operations has been initiated with the  
County Administration.

Discussion of need for administrative help at least 20 hrs per week.

Records needed *on file* Oath of Office, Fiduciary Responsibilities:

Preparation for 2023 PARIS reports  
Review of reports, site visits & interviews

RE-APPOINTMENT of PKF O'Connor Davies for Financial Audits for 2023 and for  
next 3 years. Determination of lead auditor. -Approved

IT Support and Website operations  
Website upgrades and enhancements  
Website compliance/enhancement Committee  
New Logo  
Application Process  
Mike S (IT) has finished the letterhead and is continuing to work on branding of PCIDA

\*Status of Current Projects:

Gleneida Distillery NY – In discussion phase - expected to come to IDA for PILOT

Braemar Living/FilBen – Pending re-financing arrangements

Brewster Industries Owners (Pugsley Road) -applicant's revised PILOT arrangement requires acceptance from taxing entities

- concerns of workforce policy not being enforced. Bill & Ed to follow up with a compliance check.

Ace Endico – Expansion 3 is booked and underway; Expansion 4 is soon to come.

Ahana/Comfort Inn –news about Brewster-Danbury Sewer Line agreement or other possible solutions.

Older projects pending closeout:

Brewster Plastics – report on Putnam County foreclosure action.

Possible new projects:

Brewster Crossings (Envision Brewster) - no update

I-Park Brewster- no new update

Hudson Valley Shakespeare Festival (Philipstown/Garrison)- May or may not need IDA benefits

Megara – Wonderama (Putnam Valley) – Project is still being decided

\*Legal Consultant's Comments (Shilling/Smith):

Brewster Plastics – Notice of Claim regarding 2021 accident – 50-H hearing

\*Compliance Consultant's Comments (Waivada): None at this meeting.

Next regular Board Meeting:     Tuesday, August 15, 2023    

Adjournment: \_\_\_\_\_