

## MINUTES – Full Board Meeting

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

Tuesday, August 15, 2023

### **Call to Order: 6:00 PM**

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:

Teri Waivada, Compliance Consultant \_\_\_\_\_  
Mike Stephenson, IT Consultant ✓

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\*Approval of Minutes: June 20, 2023, Board Meeting  
July 18, 2023, Board Meeting

Motion: Ed Cooke, Second: Simon Carey;  
Result: Approved

#### \*Treasurer's Report (Nulk):

Current financials:	PCIDA checking acct:	\$216,030.30
(PCSB Balances as of 8/15/2023)	Gleneida holding acct:	\$ 21,289.23
	Braemar holding acct:	\$ 5,127.89

Reconciliations: In process; Collateralization: confirmed

Fraudulent Check Current Status: PCIDA has been fully credited,  
Fraud case is Pending response from TD Bank – bank of 1<sup>st</sup> deposit

#### \*Chairman's Report:

Report of meeting with Deputy County Executive Burpoe regarding PCIDA future.

#### \*Chairman's Report(cont.):

Approval by County of revised PILOT for Brewster Industrial Owners project;  
Issue of compliance with PCIDA Workforce Policy and Agency enforcement.

Letters requesting compliance with records availability.

Site visit to Ace Endico and Brewster Industrial: waiting for papers to determine compliance.

2024 County Budget Allocation request and reports –

Funding allocation requested, but not expected to be needed. Administration preparation takes place in September for Legislative review in October. PCIDA welcomes direction from Administration. PCIDA does need clerical help . PCIDA will ask for \$40,000, with the understanding that we may no use it.

Status of PARIS Reports:

Review of PARIS report by OSC had 4 questions which were responded to by the Chairman with the extensive assistance from our Compliance Consultant, Teri.

Update on Information and recommendations regarding:

Agency Fees: PCIDA Board Members to review and prepare suggestions.

Updated UTEP: PCIDA Board Members to review and prepare suggestions, to modify and change to better suit Putnam County and the new ways the IDA can use the UTEP. Also, more direction from NYS for longer PILOT terms, update to PCIDA policy should allow for flexibility in terms.

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

Help Wanted Notice for Office Administrator. 5-10 hrs / week.

Preparation for 2023 PARIS and Audit reports

Review of reports, site visits & interviews

IT Support and Website operations

Website upgrades and enhancements

Website compliance/enhancement Committee

New Logo

Application Process

Status of Current Projects:

Gleneida Distillery NY – Still pending design-build contract

Braemar Living/FilBen – Pending re-financing arrangements

Brewster Industries Owners (Pugsley Road) -applicant's revised PILOT pending acceptance from Town and School District.

Chairman's Report(cont.):

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

Ahana/Comfort Inn –appears to be doing well – need site visit.

Older projects pending closeout:

Brewster Plastics – report on Putnam County foreclosure action stalled by State.

Possible new projects:

Brewster Crossings (Envision Brewster)

I-Park Brewster

Hudson Valley Shakespeare Festival (Philipstown/Garrison)-

Megara – Wonderama (Putnam Valley) –

Legal Consultant's Comments (Shilling/Smith):

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

Compliance Consultant's Comments (Waivada):

New Business:

Next regular Board Meeting: Tuesday, September 19, 2023

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