

Minutes – Full Board Meeting

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

Tuesday, May 21, 2024

Full Board Meeting

Call to Order: 6:35 PM

Short Executive Session prior to start of meeting – no decisions made.

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 Lewis, CFO _____
Teri Waivada, Compliance Consultant _____
Mike Stephenson, IT Consultant ✓
Peter McCue, IT Video Support ✓
Heidi Ferrara, Admin Consultant ✓
Mike Liguori, Project Counsel _____
Frank Smith, Agency Counsel _____

* Approval of Minutes: March 19, 2024, Board Meeting: Joe Downey

Approval of Minutes: April 16, 2024, Board Meeting: Simon Carey

Motion: Joe Downey, Second: Mike Karlsson; Result: 4 Yay

*Treasurer’s Report (Nulk):

Current financials:	PCIDA checking acct:	\$148,618.47
(PCSB Balances as of 5-21-2024)	Gleneida holding acct:	\$ 21,844.48
	Braemar holding acct:	\$ 5,261.63

Reconciliations: Current through 4-30-2024;

Collateralization: confirmed - *We did a informal budget review, and we are within the budget guidelines, actually probably a little behind in spending, so in decent shape.*

***Chairman's Report:**

Confirm Audit Committee and Governance Committee Chairmanships.

Committees were confirmed to be made-up of All board members at the 4/16/2024 Board Meeting - *Mike Karlsson will be elected chairman for Audit Committee and Ed Cooke was elected chairman for Governance Committee*

Verify 4-2-2024 re-appointments swear-in and conflict of interest forms , *Fiduciary Duties and Responsibilities Acknowledgement signed by board members present, Mike Karlsson, Joe Downey, and Simon Cooke who were all re-appointed.*

Advertised for vacant Philipstown area Board Member: website, PC Times-Press – *board members were shown the listing in the PC Times Press.*

Discussion of Workforce Policy compliance issues, reporting requirements, proposed revisions

<https://putnamida.com/wp-content/uploads/2024/05/1-a-PCIDA-Workforce-Policy-4-16-2024-1.pdf>

<https://putnamida.com/wp-content/uploads/2024/05/1-aa-Workforce-Policy-Letter-of-Understanding-4-16-2024.pdf>

The website now has the application to download along with work force policy and letter of understanding for prospective new business.

Update on Information and recommendations regarding:

Agency Fees: *Mike Karlsson and Abby O'Brien are working on the fees.*

Updated UTEP: see new language for Clean Energy Enterprises – *Ed Cooke working on this and Dan (Prior legal consul) helped with getting it started.*

IT Support and Website operations

Website upgrades and enhancements: Sound quality of meeting recordings - *Using new audio / visual equipment now.*

Website compliance/enhancement Committee

New office phone system – *Still setting up, working with county on phone svc*
Application Process – *reviewing as fee structure is set – still in review faze.*

***Status of Current Projects:**

Gleneida Distillery NY – Project pending revised application. Constructions Plans completed, pricing received by “the team”, revised application pending. – *Taking steps to close on property. They have budget from contractor and will update application soon.*

Braemar Living/FilBen – Authorization expired 2-21-2024

See Request for Extension of Authorization Resolution.

Vote for Resolution 2024-5-21-1

Worked out w/ lawyer on resolution on extension. Pending judicial determinations

Results 4 Yays

*Chairman's Report (cont):

Brewster Industries Owners (Pugsley Road) – pending PCIDA PILOT Authorization Resolution and Certificate of Occupancy (pending entrance road?) before PILOT Lease Agreement to start with 2025 Tax Year. – *Waiting on road completion*

*Chairman's Report (cont):

Ace Endico – completed 3rd expansion. – *Had Grand Opening*

Ahana/Comfort Inn – Site visit before report for PARIS –
Observed more activity in parking area.

Older projects pending closeout:

Brewster Plastics – report on current status – *In stay of foreclosure*

Possible new projects:

East Point Energy Center – Significant Public opposition – *Discussed client potentially wanting to extend pilots and what would technology be like in future.*

Brewster Crossings (Envision Brewster) – *Expecting possible request for IDA for some segments benefits in near future.*

*Legal Consultant's Comments (Shilling/Smith): *None*

*Compliance Consultant's Comments (Waivada): *- working on Paris*

*Approval for office cleaning agreement: Night Owl Cleaning service. Pending
Double check availability and price of Putnam County cleaning service

*New Business:

Next regular Board Meeting: Tuesday, June 18, 2024

Adjournment: 6:59PM