

CITY OF NEWBURGH
INDUSTRIAL DEVELOPMENT AGENCY (IDA)
MINUTES OF MEETING
January 23, 2018

Present

Board Members: Joshua Smith, Chairman
Michael Curry, Austin DuBois, John Penney, Adam Pollick,
Marlon Ramos, and Nancy Thomas
Staff: Theresa Waivada, Executive Director
GUESTS: Carlos Vidal, Foundry/unit owner
James McIver, Jr., C.T. Male

1. **Roll Call**: Chairman Smith called the meeting to order at 7:22 pm. A quorum is present.
2. **Proof of Notice of Meeting**: Accepted.
3. **Reading and Approval of minutes of the previous meeting**

Approval of the December 18, 2017 board meeting minutes:

Mr. DuBois: Motion to approve the December 18, 2017 minutes as presented
Mr. Penney: Motion seconded.
Discussion: None.
VOTE: Unanimously adopted.

4. **Report of the Treasurer; Approval of Payment of Bills**

Treasurer Michael Curry presented the Treasurer's Report (see Attachment 1).

A motion to approve the Treasurer's Report and approve payment of bills (Check Numbers 694-701) as presented was made by Jack Penney, seconded by Nancy Thomas, and unanimously approved.

5. **Community Composting Company**

To maintain its development schedule, Community Composting Company advised the Agency that tree cutting on the site should be completed by March 31, 2018. After extensive discussion, the board decided to issue an RFP for Forestry Management Services for 5 Scobie Drive, similar to what was done in 2015. The Executive Director will check with Orange County IDA for any grant funds to help with the removal. Mr. Curry excused himself from the meeting.

On a motion made by Jack Penney and seconded by Austin DuBois, the Executive Director is authorized to issue the RFP for the removal of the trees at 5 Scobie Drive, and process a contract in an amount not to exceed \$50,000 to be signed by the Chairman; motion passed unanimously.

Mr. Curry and Mr. McIver returned to the meeting.

6. **Communications**

Foundry – The Agency received notice that the city has commenced with in rem proceedings for unpaid taxes on the units. The amount plus interest is due on April 20. Counsel advised that summary judgment is due to the courts end of February.

96 Broadway - Philippe Pierre asked the Agency to prepare closing documents for the project.

Potential project – there is another company interested in Scobie Drive for composting and generating electric - \$12 million investment.

7. **Disposition of IDA Property - Executive Session**

On a motion made by Jack Penney, seconded by Mike Curry, the board voted unanimously to go into Executive Session to discuss disposition of IDA property.

On a motion made by Austin DuBois and seconded by Nancy Thomas, the board voted unanimously to come out of Executive Session. No action was taken while in Executive Session.

8. **Report of the Governance Committee**

The Governance Committee met last Saturday, January 20, 2018 to interview five semi-finalists for the position of Executive Director, in order to have three finalists be interviewed by the full board. No decisions were made at the meeting.

All board members in attendance had an opportunity to interview the three finalists that came before the full board. After discussion, Austin DuBois made a motion to appoint Cherisse Vickers the new Executive Director. A roll call vote ensued.

Michael Curry	Aye;	Nancy Thomas	Aye
Jack Penney	Abstain;	Adam Pollick	Aye
Austin DuBois	Aye;	Marlon Ramos	Aye
Joshua Smith	Aye		

As there are six ayes, the motion passed, and Ms. Vickers is the new Executive Director.

9. **New Business**

PARIS – Performance Tasks 2018: the members were asked to suggest tasks to be undertaken in 2018 as part of the Agency’s Mission Statement and Performance Measures and Operations report. These will need to be completed and presented to the board at its March 2018 meeting.

10. **Adjournment**

A motion to adjourn was made by Austin DuBois, seconded by Nancy Thomas, and unanimously passed.

The March meeting will be set once a date for receipt of the 2017 audit is received and approved.