

MINUTES

DUTCHESS COUNTY INDUSTRIAL DEVELOPMENT AGENCY

3 Neptune Road, Poughkeepsie, NY 12601
Tel. # - (845) 463-5400 / Fax # - (845) 463-5401

BOARD OF DIRECTORS REGULAR MEETING

Tuesday, April 15, 2014

PRESENT: Charles Daniels III
Tim Dean
Angela Flesland
Phyllis DiStasi Keenan
Henry Killian

ABSENT: David Tetor

ALSO PRESENT: Catherine Maloney, DCIDA Executive Director & CEO
Don Cappillino, DCIDA Counsel
Lynn Heuermann, DCIDA Chief Financial Officer
Jasmin Haylett, DCEDC Office Administrator
Sarah Lee, DCEDC Business Development Specialist
Ron Hicks, Dutchess County
Mary Kay Vrba, Executive Director, Dutchess County Tourism
Thomas Perna, AVR Acquisition Corp.
Richard Cantor, Teahan & Constantino
Roger Bernier, Chelsea Senior Living

On Tuesday, April 15, 2014 the Dutchess County Industrial Development Agency [DCIDA] Board of Directors Meeting was called to order by Chairman Daniels at 8:00 a.m. Present were: Charles Daniels III, Tim Dean, Angela Flesland, Phyllis DiStasi Keenan and Henry Killian. Absent were: David Tetor.

APPROVAL OF MINUTES

Chairman Daniels asked if there were any comments, questions, additions, or deletions to the March 27, 2014 Minutes of the Dutchess County Industrial Development Agency.

A motion was made by Mr. Dean, duly seconded by Ms. Flesland to approve the DCIDA Board of Directors Meeting Minutes for March 27, 2014. All voted in favor. Motion carried.

CONSIDERATION AND APPROVAL OF RESOLUTION

For Consideration and Approval of a Preliminary Resolution Authorizing a Payment-in-Lieu-of-Tax Agreement with Overlook-Chelsea LLC (Town of Fishkill)

Mr. Cappillino told the board that an application for a senior housing and assisted living facility.

Mr. Thomas Perna, Richard Cantor, and Roger Bernier proceed to give the following information about the project:

- They are requesting financial assistance to finance the acquisition, construction, installation, furnishing and equipping of a certain facility consisting of:
 - an independent, senior living facility containing approximately 38,000 square feet including approximately 12,000 square feet of common area space
 - 12 one-bedroom apartments each comprised of approximately 1,050 square feet of living space and an assisted living facility containing approximately 62,000 square feet of living space including approximately 31,000 square feet of common area space
 - 54 studio apartments each containing approximately 380 square feet of living space
 - 6 one-bed apartments each containing approximately 600 square feet of living space and 20 additional studio apartments each containing approximately 375 square feet of living space on a floor dedicated to memory-impaired residents.

Questions and answers ensued.

The Board was concerned that because the project has not yet been approved by the Town of Fishkill voting on it might be perceived as approval of the project and agreed that the resolution should be amended to reflect the following sentence Mr. Cappillino suggested be added to page 3, 1C after the words “*Town of Fishkill*”

“... and that the approval of this Preliminary Resolution is no way to be interpreted as an attempt to influence the decision of the Town of Fishkill ...”

A motion was made by Mr. Dean, duly seconded by Ms. Keenan to approve the Preliminary Resolution Authorizing a Payment-in-Lieu-of-Tax Agreement with Overlook-Chelsea LLC (Town of Fishkill) and that approval of this Preliminary Resolution is in no way to be interpreted as an attempt to influence the decision of the Town of Fishkill. All voted in favor. Motion carried.

FREEDOM OF INFORMATION (FOIL) AND OPEN MEETINGS POLICIES

A motion was made by Mr. Dean, duly seconded by Ms. Flesland to approve the Freedom of Information Law Policy (FOIL). All voted in favor. Motion carried.

A motion was made by Ms. Flesland, duly seconded by Mr. Dean to approve the Open Meetings Law Policy. All voted in favor. Motion carried.

FINANCIAL REPORT

Ms. Heuermann reported on the 03/31/14 financials:

- ◆ Cash balance was \$1,536,414.75
- ◆ Year-to-date total revenues was \$697,081.44
- ◆ Year-to-date total expenditures were \$927,282.99

FUNDING REQUEST FROM DUTCHESS COUNTY ECONOMIC DEVELOPMENT CORPORATION

Ms. Maloney presented the revised 2014 Outcomes Report and Scopes of Services.

The board amended the IDA Administrative Support 2014 Scope of Services to include language requiring communication on the approval process and providing assistance communicating the benefits of projects with affected municipalities.

A motion was made by Chairman Daniels, duly seconded by Ms. Flesland to approve the Funding Request From Dutchess County Economic Development Corporation as amended. All voted in favor. Motion carried.

FUNDING REQUEST FROM DUTCHESS COUNTY ECONOMIC DEVELOPMENT CORPORATION – DUTCHESS COUNTY TOURISM

A motion was made by Ms. Flesland, duly seconded by Ms. Keenan to approve Funding Request From Dutchess County Economic Development Corporation – Dutchess County Tourism. All voted in favor. Motion carried.

PRESENTATION OF PROPOSED CONSULTANT SCOPE OF SERVICES – RFP DISCUSSION

Mr. Hicks gave a brief overview of the duties that will be performed by the consultant.

It was suggested that a bullet be added about reviewing additional documents when necessary.

A motion was made by Ms. Flesland, duly seconded by Mr. Dean to approve the Proposed Consultant Scope of Services RFP. All voted in favor. Motion carried.

NEW BUSINESS

Ms. Flesland informed the board that a new board member was approved by the Legislature. His name is Edward Summers who resides in the City of Poughkeepsie and was the Chief of Staff for Dennis Murray at Marist College and is now working at Union College as a Chief of Staff to the President. He has a strong economic development background focusing on economic development in cities.

ADJOURNMENT

There being no further business, a motion was made by Mr. Dean, duly seconded by Ms. Flesland to adjourn the meeting. All voted in favor. Motion carried. Meeting adjourned at 9:37 a.m.

Respectfully submitted,

Phyllis DiStasi Keenan, Secretary

Date

Meeting	<u>04-15-14</u>
Approved	<u>06-25-14</u>
Certified	<u>06-25-14</u>