

Ulster County Economic Development Alliance  
P.O. Box 1800, 244 Fair Street  
Kingston, NY 12402-1800  
Tel: 845.340.3556



## **MINUTES**

Special Meeting of the Board of Directors  
March 27, 2024

The Regular Meeting of the Board of Directors of the Ulster County Economic Development Alliance was held at 4:30 pm on Wednesday, March 27, 2024  
Karen L. Binder Library, 244 Fair Street, 6<sup>th</sup> Floor, Kingston, NY 12401  
Members of the public were also able to join from:

Via Zoom:  
Join Zoom Meeting

<https://us02web.zoom.us/j/88233317798?>

Meeting ID: 882 3331 7798  
Passcode: 942236

One tap mobile  
+16465588656,,88233317798#,# US (New York)  
+16469313860,,88233317798#,# US

Members of the public may also join from:

186 Hommelville Road  
Saugerties, NY 12477

The following Board Members were present in person:

Gregory Simpson  
Ward Todd  
Herbert Litts III  
Megan Sperry  
Christopher Cerone  
Brian Cahill

The following Board Members were absent with notice:

Nejla Liias

Also in attendance:

Amanda LaValle, President /CEO UCEDA

Christopher Jaros, CFO

Ulster County Office of Economic Development Staff:  
Kevin Lynch  
Samantha Liotta  
Fran DePetrillo

Other Attendees:  
Lindsay Chen  
Charles Dinstuhl arrived at 4:32 pm

The meeting was called to order at 4:30 pm

### **AGENDA**

**Motion:** Megan Sperry made a motion to adopt the agenda as presented, seconded by Herbert Litts III.

**Vote:** Motion Passed

### **PUBLIC COMMENT ON AGENDA ITEMS**

**Discussion:** No one asked for the privilege of the floor.

### **MINUTES**

**Motion:** Herbert Litts made a motion to approve the minutes for the March 18, 2024 meeting as submitted, seconded by Megan Sperry.

**Vote:** Motion Passed

### **OFFICER REPORTS**

#### **President Report**

#### **iPark UPDATE**

#### **Workforce Innovation Center**

Amanda LaValle presented a final draft of the work letter, which is an appendix to the master lease agreement between National Resources and UCEDA. This finalized work letter will be the last piece before the lease can be executed. The work letter specifies in detail finishings, fit out and space as desired by the County. Discussion was held regarding the use of "or equal" language to cover all categories as a general requirement to not have to stop the contract for negotiations of materials.

**Motion:** Brian Cahill made a motion with the addition of the agreed upon amendment to the letter to give the CEO authorization to execute the work letter, seconded by Christopher Cerone.

**Vote:** Motion Passed.

### **Update Loans Amortization Schedules**

Per the meeting on March 18, 2024 a draft letter was sent to iPark detailing a one-year, with a potential consideration of a two-year deferment of the mortgage. iPark responded that they would agree to the terms of the letter. Next steps would be to prepare the documents for the Board to review and approval. Discussion ensued regarding school tax, as well as potential property tax assessment negotiations.

### **NEW BUSINESS**

#### **Authorize UCEDA President / CEO to Execute Workforce Innovation Work Letter**

A motion was made earlier in the meeting authorizing the President / CEO of UCEDA to execute Workforce Innovation Work Letter. Amanda LaValle will be engaging Harris Beach to draft the amendment to the note. Board members want to know cost to amend the note from Harris Beach before a motion and approval is made.

#### **Approval of EFPR Group, CPAs PLLC Contract for Auditing and Tax Preparation**

**Motion:** Brian Cahill made a motion to approve the contract proposal from EFPR Group, CPAs, PLLC as the auditor for UCEDA, seconded by Herb Litts .

**Vote:** Motion Passed

#### **Approval of Bonadio & Co. LLP CPAs Contract for Financial and Management Consultation Services**

**Motion:** Christopher Cerone made a motion to accept the contract proposal from Bonadio & Co., LLP Certified Public Accountants, seconded by Megan Sperry.

**Vote:** Motion passed.

Once contracts are signed, virtual meetings will be set up to make introductions to the Board.

## **Proposed 2024 UCEDA Board Meeting Schedule**

Board members reviewed and agreed to the proposed 2024 schedule. A meeting at iPark will be scheduled closer to summer. Committee meetings will be scheduled prior to board meetings whenever possible.

### **OLD BUSINESS**

There was no old business to discuss.

### **PUBLIC COMMENT**

**Discussion:** Upon review, public comment will no longer appear on the agenda at the beginning of the meeting. Public comment will be listed at the end of the agenda if needed. Public comment should be submitted to UCEDA prior to the meeting. A notice will be placed on the UCEDA website.

### **ADJOURNMENT**

**Motion:** Herb Litts made a motion to adjourn the meeting, seconded by Brian Cahill.

**Vote:** Motion Passed

The meeting was adjourned at 5:10pm