

Ulster County Economic Development Alliance  
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## **MINUTES**

Regular Meeting of the Board of Directors  
May 20, 2024

The Regular Meeting of the Board of Directors of the Ulster County Economic Development Alliance was held at 4:30 pm on Monday, May 20, 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:

Via Zoom:  
Join Zoom Meeting

<https://us02web.zoom.us/j/86158930805?>

Meeting ID: 861 5893 0805  
Passcode: 917996

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+16465588656,,86158930805#,,,,\*917996# US (New York)

The following Board Members were present in person:

Gregory Simpson, Chair  
Ward Todd  
Herbert Litts III  
Brian Cahill  
Megan Sperry (arrived 4:34 pm)

The following Board Members were absent with notice:

Christopher Cerone  
Nejla Liias

Also in attendance:

Amanda LaValle, President /CEO UCEDA, Deputy County Executive  
Chris Jaros, Deputy Commissioner, Ulster County Department of Finance

Ulster County Office of Economic Development Staff:

Kevin Lynch, Director, Ulster County Economic Development  
Samantha Liotta, Business Service Administrator

Fran DePetrillo, Confidential Secretary

Other Attendees:

John S. Costilow, CPA, EFPR Group, LLP CPAs (via Zoom)

Dennis Doyle, Director of Planning

The meeting was called to order at 4:31 pm

### **AGENDA**

**Motion:** Brian Cahill made a motion to adopt the agenda as presented, seconded by Ward Todd.

**Vote:** Motion Passed

### **MINUTES**

**Motion:** Ward Todd made a motion to approve the minutes for the May 06, 2024 meeting as submitted, seconded by Brian Cahill.

**Vote:** Motion Passed

### **INTRODUCTION of EFPR Group, LLP CPAs**

John Costilow, CPA, Partner at EFPR Group, LLP CPAs was present on Zoom for an introduction to the board. EFPR Group has recently entered into contract with UCEDA for Audit Services. John Costilow explained that they have started the process to collect data for audit using the share file portal. Board members reminded John that if any concerns arise, contact the board immediately and everyone will keep the lines of communication open.

### **OFFICER REPORTS**

#### **President/CEO Report**

##### **iPark Updates**

##### **iPark Press Event**

Amanda LaValle shared a recap of the iPark press event, executing the Master Lease Agreement. Since the last UCEDA meeting held on May 6, Ulster County BOCES also authorized a lease for 100,000 square feet to move their Career and Technical Center to iPark.

### **Correspondence from National Resources**

Amanda LaValle reviewed the most recent correspondence from National Resources. In the recent memo, from National Resources' Attorney, they are asking for three things. First, additional parcel release on the East Campus. Second, going back to asking for a two-year deferment. Verbally, National Resources was recently agreeable to the one-year deferment as opposed to their original request of a two-year deferment. Third, in the purchase and sale agreement which lives with the note, they are asking for removal of completion reverter, which pertains to site clean-up regulations and timelines. Amanda suggests engaging County Attorney's office for consultation on these items, currently.

Dennis Doyle, Director, Ulster County Planning Department, provided discussion and suggestions of the parcel release request from National Resources as it relates to UCEDA owned property and mortgages held. It was agreed, National Resources should reimburse UCEDA for any expenses incurred, including Harris Beach invoices, in order to move forward with these negotiations.

### **Cares 2 Update**

Samantha Liotta provided the board with a summary update of the Cares 2 & 2.1 program. Cares 2 and 2.1 agreements expire May 31, 2024, with no extensions. Samantha will create an annual performance report and report back to the board. Board members suggest a press release, to include videos that participants can submit to share their experience. Samantha will reach out to participants for video submission.

### **CFO Report**

Chris Jaros provided the RLF summary. Chris is working with the Economic Development on billing and late fee matters. February 2024 financials were provided to the board.

### **NEW BUSINESS**

#### **Resolution for Execution of Sub Lease between UCEDA and Ulster County**

Amanda LaValle provided information for Execution of Sub Lease between UCEDA and Ulster County. Dates have been refreshed to the Master Lease. Sub Lease did not need date revisions.

**Motion:** Brian Cahill made a motion for execution of Sub Lease between UCEDA and Ulster County, seconded by Megan Sperry.

**Vote:** Motion Passed

## **OLD BUSINESS**

### **Harris Beach Invoice Approvals**

Amanda LaValle reviewed the progress payment status to Harris Beach for work completed on the Mater Lease. A total of \$25,000 has been paid to-date.

**Motion:** Brian Cahill made a motion to pay Harris Beach the second progress payment totaling \$25,000, seconded by Megan Sperry.

**Vote:** Motion Passed

## **PUBLIC COMMENT**

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

## **ADJOURNMENT**

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

**Vote:** Motion Passed

The meeting was adjourned at 5:39 pm