

**The Sullivan County Infrastructure Local Development Corporation
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**SPECIAL MEETING MINUTES
Monday, February 13, 2017**

I. CALL TO ORDER

Chairman Steingart called to order the special meeting of The Sullivan County Infrastructure Local Development Corporation at approximately 11:46 AM, in the Conference Room at the Irwin Siegel Agency, 25 Lake Louise Road, Rock Hill, New York.

II. ROLL CALL

Members Present-

Ira Steingart
Suzanne Loughlin
Sean Rieber
Howard Siegel
Scott Smith
Ed Sykes

Members Absent-

Carol Roig
Joseph Perrello
Paul Guenther*
**Mr. Guenther telephoned in for
discussion purposes only*

Staff Present-

Jen Flad
Julio Garaicoechea

Staff Absent-

None

Others Present-

Steve White, CEO
Walter Garigliano, Counsel
Tara Lewis, Garigliano Law Offices
Star Hesse

III. APPROVAL OF MEETING MINUTES

On a motion made by Mr. Smith and seconded by Mr. Siegel, the Board voted and the minutes of the January 9, 2017 special meeting were unanimously approved.

IV. BILLS AND COMMUNICATIONS

Mr. Garaicoechea handed out a revised schedule of payments. Mr. Sykes made a motion to approve the revised schedule of payments. Mr. Smith seconded the motion to approve the revised schedule of payments, the Board voted, and the revised schedule of payments was unanimously approved.

V. NEW BUSINESS

Chairman Steingart submitted the new list of **2017 Officers and Committee Appointments**. The Board affirmed that Jennifer Flad is **Executive Director** of the Agency. Mr. Garaicoechea noted that the new authorized signers on all TSCILDC bank accounts will be as follows: **Ira Steingart** (*Chairman*), **Steve White** (*CEO*), **Howard Siegel** (*Treasurer/CFO*), and **Sean Rieber** (*Secretary*). The new list of authorized signers officially *removes* former-Treasurer **Charles Barbuti, Jr.**, who resigned from his position as Treasurer and from the Board on December 31, 2016, from all TSCILDC bank accounts. Chairman Steingart instructed Staff to notify all TSCILDC banking institutions of the change and update all signature cards.

Mr. Garigliano stated that the bonds issued for the development of infrastructure for the Adelaar project included the construction of a resort entry road from Exit 106. A Chalet Road reconstruction application is before the Town of Thompson Planning Board. The project is 75% completed. There may be additional bonds issued to complete the remaining 25% of the Chalet Road. Mr. Garigliano noted that this is well within the scope of the original bond documents, however there will be an extension of special districts. Mr. Steingart stated that the properties benefitting from the special districts will finance the project.

The Board reviewed and discussed a resolution designating the following persons as Authorized Representatives of TSCILDC, and authorizing them to sign **Adelaar Infrastructure Bond** requisition documents and related materials: **Jennifer M. Flad** (*Executive Director*), **Steve White** (*CEO*), **Howard Siegel** (*Treasurer/CFO*), and **Scott Smith** (*Assistant Treasurer*). Mr. Sykes made a motion to approve the resolution. Mr. Rieber seconded the motion, the Board voted, the resolution was unanimously approved.

The Board conducted its annual review and approval of **The Sullivan County Infrastructure Local Development Corporation's Procurement Policy, Investment Policy, and Property Disposal Policy**. Ms. Loughlin made a motion to approve the policies. Mr. Siegel seconded the motion, the Board voted, and the policies were approved unanimously.

The Board reviewed and discussed the **Mission Statement of The Sullivan County Infrastructure Local Development Corporation**. Mr. Sykes made a motion to approve the mission statement. Mr. Smith seconded the motion, the Board voted, and the mission statement was unanimously approved.

Ms. Flad advised that the Board must conduct its **Annual Self-Evaluation** in accordance with New York State law. Mr. Garigliano advised that the Agency may conduct this self-evaluation in Executive Session.

On a motion made by Mr. Sykes and seconded by Mr. Siegel, the Board entered into Executive Session at approximately 11:57am to conduct its annual self-evaluation.

On a motion made by Mr. Rieber and seconded by Mr. Sykes, the Board came out of Executive Session at approximately 12:25pm.

VI. PUBLIC COMMENT AND ADJOURNMENT

Chairman Steingart asked the Board and those present if there were any questions or comments. The Board recognized the comments of Starr Hesse. On a motion made by Mr. Rieber and seconded by Mr. Sykes, the meeting was adjourned at approximately 12:37 PM.

Respectfully submitted:

Jen Flad, Executive Director

Julio Garaicoechea, Project Manager