

**The Sullivan County Infrastructure Local Development Corporation**  
**548 Broadway**  
**Monticello, New York 12701**  
**Tel: (845) 428-7575**  
**Fax: (845) 428-7577**  
**TTY 711**

**SPECIAL MEETING MINUTES**  
**Friday, March 29, 2024**

**I. CALL TO ORDER**

Chairperson Loughlin called to order the Special Meeting of The Sullivan County Infrastructure Local Development Corporation at approximately 1:54 PM in the Legislative Hearing Room at the Sullivan County Government Center, 100 North Street, Monticello, New York 12701.

**II. ROLL CALL**

**Members Present-**

Suzanne Loughlin  
Kathleen Lara  
Howard Siegel  
Scott Smith  
Ira Steingart

**Members Absent-**

Carol Roig  
Philip Vallone  
Paul Guenther  
Sean Brooks

**Staff Present-**

Jennifer M. Flad, Executive Director  
Julio Garaicoechea, Project Manager  
Bethanii Padu, Economic Development Coordinator

**Staff Absent-**

None

**Others Present-**

Tom Cawley, Deputy County Attorney

**III. APPROVAL OF MEETING MINUTES**

On a motion made by Ms. Lara and seconded by Mr. Smith, the Board voted and approved the January 8, 2024 special meeting minutes. Mr. Steingart abstained.

**IV. NEW BUSINESS**

On a motion made by Ms. Lara and seconded by Mr. Siegel, the Board reviewed and discussed the **Agency's Procurement Policy, Investment Policy, and Disposition of Real Property Guidelines**. Chairperson Loughlin called the motion to question, the Board voted, and the policies and guidelines were unanimously approved.

On a motion made by Mr. Smith and seconded by Ms. Lara, the Board reviewed and discussed the **Agency's Mission Statement and Performance Measurements**. Chairperson Loughlin called the motion to question, the Board voted, and the statements and measurements were unanimously approved.

On a motion made by Mr. Smith and seconded by Ms. Lara, the Board voted and accepted the financial information contained in the PARIS annual report, and unanimously accepted the PARIS certified financial audit report, PARIS procurement report, and PARIS investment report.

**V. BILLS AND COMMUNICATION**

Ms. Padu presented the Board with a revised schedule of payments showing three payments totaling \$13,179.07. On a motion made by Mr. Siegel and seconded by Mr. Steingart, the Board approved the schedule of payments.

**VII. NEW BUSINESS (CONTINUED)**

Ms. Flad referred to the **2023 Board Evaluation Forms**, the results of which have been compiled and presented to the Board. There were no questions.

**VIII. PUBLIC COMMENT AND ADJOURN**

Chairperson Loughlin asked those present for comment. There was none. On a motion made by Ms. Lara and seconded by Mr. Smith, the Board adjourned the meeting at approximately 1:58 PM.

Respectfully submitted:

Bethanii Padu, Economic Development Coordinator

##