

**HUDSON DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS MEETING  
JUNE 26, 2013  
1 NORTH FRONT STREET, HUDSON, NY**

**PRESENT**

Carmine Pierro  
Chris Jones, Secretary  
Seth Rapport, President  
Duncan Calhoun, Treasurer  
Victor Mendolia  
Don Moore  
Ohrine Stewart

**ABSENT**

William Hallenbeck, Mayor  
Lori Selden  
Perry Lasher, Vice President

**ALSO PRESENT**

Duke Duchessi, TGW Consulting  
Sheena Salvino, Executive Director  
Mary Rembach, Executive Assistant  
Virginia Benedict, Legal Counsel  
Eileen Halloran, City Treasurer

Sheena Salvino called the meeting to order at 12:06 pm.

Sheena advised the Board the City Treasurer and legal counsel will be here to give updates to the Board so the meeting agenda will be moved around to accommodate them.

**EXECUTIVE DIRECTOR'S REPORT**

Sheena reminded Board Members to take the required yearly ABO Training. She will email the schedule to Board members.

She reported on the Greenport parcels owned by HDC. She mailed letters to all adjoining property owners asking if they were interested in purchasing the parcel. We have two letters of interest and she has asked them to submit offers.

Sheena touched briefly on programming and planning – Consolidated Funding Application – we currently are looking at I Love NY for a way finding and tourism grant although the application has changed and our project may not be within the scope of I Love NY's funding. HDC will be applying to RARP for the stabilization of Hudson City Daycare building.

As a matter of information sharing, HCDPA is working to develop a Main Street program with TGW and the City. The Main Street program invests in focused areas

and provides matching grants to owner-occupied/mixed-use projects. The focus is the 400-800 blocks of Columbia Street.

Also, the City application is developing a CDBG Housing Rehabilitation program to address housing issues of low-to-moderate income individuals.

There is interest in an Urban Forestry program, but that is not a part of the CFA.

Hudson Business Coalition and HDC are hosting a series of focus meetings – the first was conducted for the retail sector in June. The purpose of the meetings is to assess needs by sector and develop programs to help businesses address those needs.

The second sector meeting will engage the Creative Economy-designers and artists. A sector meeting will be held monthly and we want to get group leaders from each of the groups or each block. Seth asked that Board members be advised when these occur in case they want to attend. Approximately 20 people attended the first roundtable.

Sheena shared that the recent Common Council Economic Development meeting was held addressing the truck route problem and planning for it.

Sheena will be working on the CFA in the upcoming weeks.

Marketing Committee meeting

Guidebooks update: The cost of the Guidebooks has exceeded expected income to cover the costs. HDC will bear the burden of this overage. Discussion about getting “more mileage” out of the books. Suggestion: offer places to recycle guidebooks.

Discussion about offering a digital version of guidebook in the form of a downloadable mobile app. Reduce the number of print books and focus on mobile app. The app would be free to participate in. Businesses would pay to offer push notifications. There was a suggestion to offer early opt in for \$100. The business would receive the “Charter Discount”, be bolded for the 2014 printing and be highlighted in the online guide. Businesses would receive a window cling with a scannable QR Code.

Discussion of hiring a salesperson who would work on commission. Cost of app is around 7-\$10,000. The salesperson would receive a portion of sales.

Community sponsorships to events - marketing committee recommends terminating funding to the City for community events. Discussion about waiting till end of year to determine how the events did. After discussion it was decided to table this matter.

Lodging Tax - *Stay in Hudson* has discussed creating a lodging tax. It would be used to bring more money to the city.

We need legal advice. There are questions about who can collect as well as who can administer this. Legal Council to follow up with recommendations.

Seth asked if a tax comes into being in a city does the Council have to pass a resolution and then must the funds stay in the hands of the municipality.

Counsel advised it is to be in the City's hands. HDC could probably administer the program, but not collect and hold the monies.

Counsel said it must be a tax and the city must collect it. After much discussion it was determined we will set up a meeting on this with a smaller group from the Board.

Real Estate Committee Meeting. Two lawyers and two accountants attended with the marketing committee. Seth reported the idea is to develop a better-codified protocol and written document that reaches out to people for properties we can take by charitable contribution and resell. We are still in the planning stages for this program.

### **TGW CONSULTING REPORT**

Duke reported on the HDC application on behalf of the city for an Economic Justice Impact Grant regarding the truck route. The grant would fund a study about the impact of truck route traffic. If received we will be able to determine the impact. The grant is \$50,000 -no match.

CFA - working on RARP grant - rural area revitalization projects. Hudson Daycare center. This is a \$200,000 grant that requires endorsement of City by resolution. It would be an HDC grant. Duke related it's important to determine a budget for what we want to do for the Daycare Center. We need to decide if we want to do an assessment or just determine a budget and apply. We can hire someone to do an assessment for a few thousand dollars. The Board is leaning toward hiring a local contractor to do an assessment of the daycare building.

HCDPA may apply for a CDBG Housing rehab Grant- substandard housing - can set up the program the way they like. Can be used to correct code violations, roofs, windows. Most housing would be outside the historic district. Duke feels Hudson has not been getting its fair share. Could be up to \$400,000 with no match. Deadline is August 12<sup>th</sup>. HDC can submit a letter of support.

**MOTION** by Don Moore for HDC to support the application for the RARP grant for funds for rehab of the Hudson daycare building and to appropriate up to \$2500 for construction estimates to support the application. Seconded by Christine Jones. All in favor. **MOTION PASSED.**

### **OLD BUSINESS**

None

### **NEW BUSINESS**

Virginia (Ginger Benedict) was introduced to the Board. She will be attending HDC meetings as needed. Ginger mailed a retainer to HDC for signature.

**MOTION** by Seth Rapport, seconded by Don Moore to enter Executive Session to discuss personnel. All in favor. **MOTION passed.**

The Board returned from Executive Session at 1:05 pm.

KAZ Taxes - Seth explained after meeting with the City Treasurer it has been determined HDC owes \$55,000 for back taxes on KAZ. A bill was missed at closing. \$45,000 is the amount of tax owed and \$10,000 penalties. We possibly can get penalty waived by Council resolution. Tax year ends March - we didn't close on building until Fall.

There was a lengthy discussion about the HRBT Foundation Youth Center Grant problem.

### **READING OF THE MINUTES**

The minutes of the May 29, 2013 minutes had been sent to Board members prior to the meeting for review.

**MOTION** by Don Moore, seconded by Duncan Calhoun to accept the May 29, 2013 minutes as written. All in favor. **MOTION passed.**

### **FINANCIAL STATEMENTS**

The profit and loss statement for the month ending May 31, 2013 and for the fiscal year through May 31, 2013 as well as the balance sheet for 5/31/13 had been sent to Board members for review prior to the meeting. Sheena asked if there were any questions or comments regarding the financial statements? There were none.

**MOTION** by Duncan Calhoun, seconded by Seth Rapport to accept the financial statements. All in favor. **MOTION passed.**

### **ADJOURNMENT**

With no more business to discuss a **MOTION** was made by Carmine Pierro, seconded by Chris Jones to adjourn. All in favor. The meeting was adjourned at 2:10 pm.