

**Minutes
Hudson Development Corporation
Tuesday, June 25th, 2024
One North Front Street
Hudson, NY 12534**

A regularly scheduled meeting of the Hudson Development Corporation (HDC) Board of Directors was held at the offices of the Columbia County Chamber of Commerce located at One North Front Street, Hudson, NY 12534 on Tuesday, June 25th, 2024.

Meeting was called to order at 12:01 PM by Christine Jones, President.

- President Jones welcomed Board and members of the public, thanked Board Members for their service, and confirmed that we are conducting a hybrid meeting.

Name	Title	Status	Arrived/Departed
Paul Barrett	Secretary	Present	
Paul Colarusso	Board Member	Absent	
Tom DePietro	Board Member (Ex-Officio)	Present	
Phil Forman	Treasurer	Present	
John Friedman	Board Member	Present	
Nicholas Haddad	Vice President		
Mayor Kamal Johnson	Board Member (Ex-Officio)	Present	
Christine Jones	President	Present	
Kristan Keck	Board Member	Present	
Martha Lane	Board Member	Present	
Seth Rogovoy	Board Member	Present	
Britt Zuckerman	Board Member	Present	
Kristal Heinz	HDC Attorney	Absent	
Jan Egan	Scribe	Present	

• **Request for Ratification of May 28th, 2024, Minutes**

- President Jones asked for a motion to approve May 28th, 2024, Minutes as submitted.
- Secretary Barrett so motioned, seconded by member Lane.
- Motion unanimously approved and carried.

President's Monthly Notes

- Continue to work on progress toward JLE acquisition:
- President Jones met with Michelle Tullo (City Housing Coordinator) and Darren Scott (NYS Housing Rep) regarding certification/legislation of Hudson as a Friendly Housing (Pro Housing) community.
- Code Enforcement Officer Haigh is working to get information regarding approvals for housing in the last 2 years, because several of the grants HDC is applying for require that information/documentation.

- Tullo has assured President Jones that the information will be provided to HDC by July 29th latest.
- HDC also put forward a request for outdoor space behind JLE, and requested real estate agent to ask HCSB if they would give HDC a “lease” for use/development.
- HCSB declined to do so until contract is signed.
- Lawyer Heinz suggested HDC move forward and leave outdoor space request for the future.
- HDC Board members are moving forward with grant applications.
- Treasurer Forman and Jess Wallen proposed a new name for project: ***the JLE Elementary School Adaptive Reuse Project.***
- Forman reminded all that the name was used in 2018 on the Feasibility Study and could be very useful in the grant writing project.
- Jones shared the history/biography of John L. Edwards with all present.

• **Treasurer’s Report**

- Monthly Financial Report presented on screen and handouts.
- Treasurer Forman spoke about specifics on Statement of Activity, major expenses associated with Business Roundtable and expenses related to JLE acquisition.
- Deposit amount is now in escrow with attorneys. (Deposit amount of \$150,000 is fully refundable at any time during 6-month+ process of due diligence.)
- Critical that HDC do this as demonstration to NYS of commitment to contract, and ability to fund JLE acquisition.
- President Jones asked for motion to approve Financial Report.
- Secretary Barrett so motioned, and member Zuckerman seconded.
- Motion unanimously carried.

• **Old Business**

JLE Contract with HCSB

- President Jones said that \$150,000 deposit is now with HCSB attorney Ginger Benedict.
- Once HCSB signs and dates, our due diligence begins.

Ambient Environmental Schedule

- HDC requested Ambient to give an update on their previous work, and Ambient will return to JLE to review any changes in building.
- Ambient is coming into JLE on or about July 22nd to do testing and review condition. (Results 1st or 2nd week of August.)
- A separate company will provide an estimate for remediation, should there be a need for that.

Estimates for Building Exploratory

- Phase One Environmental will also be conducted at the end of July.
- Exploratory will be continuing with further tenant plans, and update of space availability.
- New addition plans were found and shared with Crawford and Associates.

- Moving forward, architect Chip Bohl will provide a proposal for the adaptive reuse of JLE.
- 10 hours are budgeted; if more hours are required, HDC will be notified.
- Digital drawings will be made: 4 discreet floor plans, roof plan, and cross sections of the building.
- Drawings will be used for marketing, prospective tenants, grant applications.
- Member Zuckerman stated that she will be making a digital Site Plan for grant applications.
- Jen Crawford and architect Chip Bohl will be working in tandem; cost will be \$6,750.00 for Bohl (takes about 10 days to complete).
- They will also be providing an adaptive reuse study/consulting on demand fee structure to HDC.
- President Jones requested approval of \$12,000 total to cover potential/preliminary fees. (May not be spending all of that).
- Jones asked for motion to approve \$12,000 allotment to Crawford & Associates.
- Treasurer Forman so motioned, member Friedman seconded, and motion unanimously carried.

Consolidated Funding Application Update

- Treasurer Forman discussed working with grant committee (Jess Wallen and Brit Zuckerman).
- Strategic planning/feasibility study grants are very appropriate to our pre-development phase.
- Includes architectural planning work, remediation, efforts to make building “fit and safe.”
- HDC needs to provide an estimate of what those costs will be.
- HDC will continue to see money going out for professional services related to due diligence.
- Getting important information regarding expenditures and what impact will be on HDC budget.
- Member Zuckerman asked about whether HDC has asked for a “full estimate.”
- Forman explained that HDC has received estimates from Denham Wolf that were very broad; HDC is focusing on grant(s) that cover professional services.
- Zuckerman noted \$100,000 grant is to pay for designers, not actual construction estimate and suggested requesting Crawford provide full estimates for engineering analysis and architectural designs.
- Forman spoke about NY Main Street grant (downtown revitalization), which can include some construction costs.
- Parks program grant needs a site plan; exterior of the building addresses need for outdoor activity space. (JLE owns most of parking lot in front.)
- Forman presented list of to-dos: timetable, deliverables from executive committee and building committee, 3 years’ worth of audited HDC financials and budgets signed and notarized.
- HDC seeking a (required) municipal resolution from city of Hudson Common Council in support of JLE project. Note: resolution is not a commitment of money

or to change current resources of city, but rather simply showing support for HDC to pursue the JLE acquisition concept for grant applications.

- Targeting completion for grant applications July 16th; “drop dead” date is July 31st.

- **New Business**

- Next Business Roundtable will be held in September.
- No HDC meeting is planned for August, but HDC progress on JLE will continue.

Next Regular HDC Meeting is Tuesday July 23rd at noon.

With no other business to be conducted, and no further public comment, President Jones asked for motion to adjourn meeting. Treasurer Forman so motioned, Secretary Barrett seconded, and motion to adjourn unanimously carried.

- May meeting adjourned @ 12:42 PM.

Respectfully submitted by Jan Egan.