

**Minutes
Hudson Development Corporation
Tuesday, August 27th, 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, July 23rd, 2024.

Meeting was called to order at 12:03 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	Present	
Tom DePietro	Board Member (Ex-Officio)	Absent	
Phil Forman	Treasurer	Present	
John Friedman	Board Member	Present	
Nicholas Haddad	Vice President	Present	
Mayor Kamal Johnson	Board Member (Ex-Officio)	Present	
Christine Jones	President	Present	
Kristan Keck	Board Member	Present	
Martha Lane	Board Member	Excused	
Seth Rogovoy	Board Member	Present	
Britt Zuckerman	Board Member	Present	
Kristal Heinz	HDC Attorney	Absent	
Jan Egan	Scribe	Present	

• Request for Ratification of July 23rd, 2024 and August 5th, 2024

Minutes

- President Jones asked for a motion to approve July 23rd, 2024, Minutes as submitted.
- Secretary Barrett so motioned, seconded by member Colarusso and motion unanimously approved and carried.
- Motion to approve August 5th, 2024 Special Meeting Minutes as submitted made by Secretary Barrett, seconded by member Zuckerman, and unanimously carried.

President's Monthly Notes

- Making good progress on environmental due diligence for ***JLE Elementary School Adaptive Reuse Project*** acquisition.

- Had more in-depth meetings with Families of Woodstock and Childcare Connections on daycare shift and nightcare shift possibilities for JLE.
- Both agencies have shared with HDC more specific information regarding daycare usage and entry/egress requirements, how many kids can be accommodated, etc.
- In 2009, there were 148 daycare programs for children. In 2023, there are only 53 daycare programs – so the need is great.
- Architectural Consultant Chip Bohl is present to share preliminary 3D video progress and share thoughts on how a daycare facility could look at JLE location.
- Staffing continues to be an issue; how to find and pay them a living wage?
- HDC would like to help solve that problem via an underwriter or an endowment; facilitating a teaching program on premise would be a viable solution and perfectly fits HDC mission.
- Entering 2nd month of due diligence period and need to keep progress going.
- 3 remediation estimates will be forthcoming.
- Encouraging HCSD to clean up front of JLE—and perhaps even empty it before winter.
- Playground needs to be cleaned up as well.
- Chain link fence that surrounds playground needs to be removed.
- Goal is to clean up front of building to signal that HDC is serious and also to assure prospective tenants of HDC commitment.
- Member Friedman confirmed that removal of fencing, etc is problematic as HDC does not own the building yet.
- Treasurer Forman suggested HDC issue a note to HCSD to request a clean-up and removal of fencing, tires, etc.
- President Jones discussed grant writing for remediation of asbestos at JLE, which could cost about \$1,000,000.
- There is grant money available to remediate the building and state will likely help fund this effort.
- HDC is adapting a school and reusing for a different purpose, the asbestos remediation must be done.

• **Treasurer's Report**

- Monthly Financial Report presented on screen and handouts.
- Treasurer Forman talked about professional fees paid out thus far.
- HDC continues to spend \$\$: prep phase to understand what's going on, risks and cost of moving forward, and to create marketing for JLE project.
- 3D presentation will allow tenants to understand what they're signing up for.
- Crawford and Assoc., Bohl Architects, and grant writer Jess Wallen will be re-engaged for further grant writing.
- Treasurer Forman confirmed beginning to get positive feedback from state.
- State requested clarifications for feasibility grant.
- HDC has "full library" of information for grant applications, and HDC has level of specificity for asbestos remediation (for example), and this is what grantors are asking for.

- Cost side is going to continue to grow: our 2024 YTD is getting close to our 2024 year-end budget.
- HDC will exceed our 2024 budget due to acquisition and due diligence around JLE Reuse project.
- No significant changes in statement of financial position/balance sheet.
- \$115,000 is in escrow.
- 5-6% return on HDC money.
- Brokerage account can be used to form a bridge with Bank of Greene County.
- Paris authority office requires a 3-year budget projection by end of September/early October.
- Forman requested Finance Committee to work with him moving forward. First step is to create budget for 2025, then project out for 2 more years.
- Projections will be difficult, given the complexities of JLE pre-development and acquisition.
- President Jones asked for motion to approve Financial Report. Member Friedman so motioned, member Zuckerman seconded, and motion unanimously approved.

• Old Business

Environmental Progress

- Ambient Environmental have been in building and delivered numbers report, but not the narrative yet.
- A second phase of testing is required: Contamination Assessment Phase. This has already begun to determine the extent of the clean-up.
- Sample results should be coming by next week, and they will issue a report.
- 3 quotes to be reviewed in September.
- Ambient requires \$3,200 for second phase and letter.
- President Jones asked for motion to approve money for variance letter which will go to NYS.
- Secretary Barrett so motioned, member Haddad seconded, and motion unanimously carried.

Remediation RFQs

- President Jones shared RFQ (Request for Quotes) example.
- 3 weeks for bidders to return with a quote.

Further Grant Writing

- Very good progress on grant writing front and have critical information ready to go.
- Suggested to re-engage grant writer Jess Wallen for 3 more months.
- A couple of grants look very good for HDC (remediation, etc).
- 3 or 4 grants are within our scope (specifically the USDA grant.)
- \$5,000,000 grant opportunity, plus a 30-year loan is a possibility.
- \$5,000,000/\$10,000,000/\$15,000,000 are appropriate amounts for the next 3 years to complete the project.

- President Jones asked for a motion to re-engage Jess Wallen for the next wave of grant writing.
- Member Friedman so motioned, member Zuckerman seconded and motion unanimously approved.

Community Outreach/Consensus Building

- Focus Group in rear of Wunderbar went very well, and group was enthusiastic about saving JLE and repurposing it for a new use.
- Daycare was a top topic with this group.
- HDC goal to get as many people as possible together to learn about what JLE project is about.
- President Jones asked Board members to gather 5 names of folks to share the plan/project news at continuing focus groups.
- JLE Focus Group one-sheeter was shared with HDC members.
- Word of mouth is critical to the success of JLE project.

• New Business

Daycare/Shift care first tenant fit plans

- President Jones met with Bob Gibson (Director of Health and Human Services Youth Department) and his associate Dan Grandinetti (Youth Care Commissioner) at JLE to tour the building.

Digital Rendering Review

- Architect Bohl shared the preliminary video his firm created to show what a daycare/shift care venue would look like.
- Demonstrated how this existing building would be excellent to adaptively reuse for multiple purposes.
- Extremely well-built (concrete and steel and glass).
- Easy access to grade; main entry has 3 direct entrances.
- Direct access to all floors and elevator is centrally located.
- 4 floors, each having 9-12 classrooms.
- Third entrance (at grade) goes out to parking lot.
- 85,000 sq. ft.
- 89-113 children could be accommodated.
- 3 unassigned classrooms on street level floor could be daycare training rooms.
- Architect Bohl discussed digital floor plans of each of the 4 floors – so his firm can begin to understand how to design/develop each floor.
- Playground is visible from front of building, so great fit for childcare.
- Potentially, top floor can house city offices.
- Gym and auditorium are terrific amenity and can be used by institutions/organizations/city functions to serve all of Hudson.
- Building is central to community, central to schools and library, walkable for many residential neighborhoods.
- The 3D rendering was very well received; now will be customized to become a “movie”.

- President Jones asked for a motion to approve \$5,000 to *Bohl and Associates* to *customize the video per above*.
- Secretary Barrett so motioned, member Zuckerman seconded, and motion unanimously carried.
- Member Keck spoke about how Headstart program could be part of JLE project and agree to look into the particulars of what/how Headstart is operating in Hudson currently.

September Business Roundtable

- Alex Petraglia (HBC) and Gary Purnhagen (Hudson Chamber of Commerce) will identify a speaker for September Roundtable and are looking for October and November speakers.
- Chamber has notified HDC to renew 2024 HBC membership, which will cost \$1200.
- President Jones asked for a motion to approve \$1200 for affiliate membership 2024-2025 renewal. Treasurer Forman so motioned, member Barrett seconded, and motion carried. (Member Keck abstained, and members Zuckerman and Haddad voted no.)
- President Jones noted the need for more Board members of HDC, and asked current members to consider recommendations.
- Jones also reminded Board to bring forward 5 (or more) names for Focus Groups to be held regarding JLE project.
- An “elevator pitch” type document about JLE Reuse Project was discussed.

Next Regular HDC Meeting is Monday, September 23rd at noon.

With no other business to be conducted, and no further public comment, President Jones asked for motion to adjourn meeting.

- Member Forman so motioned, member Colarusso seconded, and motion to adjourn unanimously carried.
- August meeting adjourned @ 1:14 PM.

Respectfully submitted by Jan Egan.