

**Minutes
Hudson Development Corporation
Tuesday, October 22nd, 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, October 22nd, 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)	Present	
Phil Forman	Treasurer	Present	
John Friedman	Board Member	Absent	
Nicholas Haddad	Vice President	Present	
Mayor Kamal Johnson	Board Member (Ex-Officio)	Absent	
Christine Jones	President	Present	
Kristan Keck	Board Member	Present	
Martha Lane	Board Member	Present	
Seth Rogovoy	Board Member	Absent	
Britt Zuckerman	Board Member	Present	
Kristal Heinz	HDC Attorney	Absent	
Jan Egan	Scribe	Present	

• **Request for Ratification of September Minutes**

- President Jones asked for a motion to approve September 23rd Minutes as submitted.
- Secretary Barrett so motioned, seconded by member Zuckerman and motion unanimously carried.

President's Monthly Notes

- President Jones shared news about a \$1,000 Grant from Schawb Charitable on behalf of Hudson citizen David Byrd to be used for wherever it is most needed.
- President Jones will pass the check on to Treasurer Forman.
- Entering fourth month of due diligence for **JLE Elementary School Adaptive Reuse Project** acquisition.
- Floor plans mounted and displayed around the conference room.

- Waiting for 3 bids from hazardous waste contractors for estimate on remediating hazardous materials in building.
- Assumption that current electrical, plumbing, and mechanical infrastructure for building is enough for the 80,000 sq. ft. of the building.
- Noted that a new electrical and HVAC system will be needed.
- Site visit with 3 contractors who are bidding.
- Built-ins will have to be removed, as well as light fixtures and doors.
- May store doors, etc. in a trailer placed in front of building.
- Lighting may be sold at auction.
- Member Haddad reiterated that HDC would try to re-purpose as much of the beautiful and well-made built-ins as possible.
- Small oil leak in boiler room; President Jones has notified the facilities manager to get taken care of ASAP.
- Environmental authorities have said that if leak continues (or worsens) the site will be considered hazardous in perpetuity.
- 10,000 tank is pushing down on the room, and gravity could further worsen leak.
- No SOW yet for construction but HDC would demo the interior of building after remediation.
- Would be helpful to have a pro forma completed for probable construction costs: a modern office or school use scope is appropriate.
- Member Zuckerman introduced HDC to Anron Construction Corporation.
- Phil Foley (Anron Construction Corp) met with HDC Building committee and is putting together an estimate for rebuilding JLE interior.
- Will not be the final estimate, but a good barometer.
- Grant writing efforts for asbestos remediation and HVAC costs.
- Focus groups continue with a PowerPoint presentation that is focused on HDC message: overwhelming support for day care, and youth department programs.
- Also support for centralized public space and auditorium for community/civic use.
- CEDC-appointed consultant Brian Zweig working on pro forma (10 hours were provided by the CEDC/member Martha Lane).
- President Jones met with Mayor Johnson.
- Unable to secure a speaker for Business Roundtable for September/October and suggestion was made to hold a "get together" to discuss business climate in Hudson. (Also requested suggestions from Board members for people who could come to speak.)

• **Treasurer's October Financial Report**

- Monthly Financial Report presented on screen and handouts.
- Treasurer Forman thanked all for their approval of the 3-year projection required by PARIS (NYS Authority's budget office).
- Presented income statement of activity.
- Changes are in area of professional services; necessary to move forward regarding vetting the JLE project.
- Spending more in that area than generating income.
- If HDC includes cash and bonds, as well as \$115,000 currently in escrow with School Board's attorney, HDC not far off from where they started.

- As we spend additional monies, HDC needs to be aware of funds spent.
- Treasurer Forman asked for motion to approve October 18th budget as presented.
- Secretary Barrett so motioned, member Zuckerman seconded, and motion unanimously carried.
- Forman next spoke about UHY auditors and preparation for upcoming audit.
- Also sent along suggestions regarding HDC process: positive feedback overall but asked that HDC provide a record of having reviewed journal entries which includes bank statements. (Sent in the form of a confirmation email to bookkeeper S. Van Tassel.)
- Babcock statements go directly to UHY.
- Treasurer Forman asked the Board to reinstate UHY as our auditor moving forward.
- Member Lane so motioned, seconded by Secretary Barrett and unanimously carried.
- Julie Marshall (PARIS expert) will meet with HDC in January.

• Old Business

School Discovery to Date

- A lot more is wrong with the building than was initially apparent; the way it was shut down abruptly and not correctly.
- Meeting with George Keeler (former JLE Facilities Director) that afternoon.
- The building will be an “empty shell”: toxin readings and once containment is completed, it will need new plumbing, new mechanicals, and new electric.
- Jones asked for new members to serve on Building Committee.
- Tenant “fits” discussion: top floor for city government, day care main street level.
- 3 entrances are emerging: auditorium entrance (for public), middle entrance (city hall ADA entrance across from elevator, and day care entrance to right that will have double doors on main level.
- Childcare of Woodstock’s biggest hurdle is qualified staff.
- President Jones met with Mayor Johnson and described advantages of having city hall on the top floor, 15,000 sq. ft with ADA access.
- Mayor Johnson supports this move but wants to know more about financial implications for the city.
- Meeting with Treasurer Heather Campbell to discuss with HDC.
- Assumption that city would sell 3 buildings to help fund: Chambers Building, City Hall on Warren and Youth Department building (proceeds from sale of youth department building would be specifically re-invested by youth department.)
- HDC estimate of sale of those 3 buildings: \$4-6 million.
- Moving forward with city of Hudson’s and Common Council’s support.
- Member Haddad mentioned that Montgomery Smith Elementary school has “outstripped” their capacity and that more children are coming into school.
- There has been “total endorsement” of JLE Adaptive Reuse Project by Focus Groups; a Hudson asset, according to Haddad.

Generating a Pro-Forma

- Pro Forma is very complicated, and HDC needs to get an estimate of square footage cost per floor.
- Chip Bohl has put together an estimate for day care and youth department; approximately 72% of space is earmarked for use.
- Working with commercial real estate colleagues to generate a ballpark cost for each floor.
- Brian Zweig has been very helpful in this effort.

Grant writing

- Grant writer Jess Wallen spoke about waiting for state: next notification of grant rounds.
- Looking to USDA and SERDA for remediation grants.
- Gathering more information and waiting for state by the end of the year.

Community Outreach

- Community Outreach will continue with the new PowerPoint presentation.
- Parking questions continue regarding JLE property.

Board Terms and Bylaws, Board Candidates

- Board members that have terms that expire in March 2025: Paul Barrett, Paul Colarusso, Phil Forman, Nick Haddad, Chris Jones, Seth Rogovoy.
- Need to add new members to Board; Chris Jones will circulate potential candidates for board to nominating committee.

• New Business

- Member Haddad noted that the JLE project should not take HDC away from what HDC is empowered to do: business in Hudson, betterment of business community, quality of life, etc.
- President Jones noted that JLE project has in fact reconnected HDC to many of Hudson's needs, including city residents, CGCC and CMH.
- Jones noted that Business Roundtables do serve a valuable purpose when organized as a "Ted Talk"- like event.
- Continue to think about Hudson events that will "attract" visitors to Hudson for a week/weekend.
- Discussed sending out an email to measure interest/input from business community.

Next Regular HDC Meeting is Tuesday, November 26th at noon.

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

- Member Barrett so motioned, member Zuckerman seconded, and motion to adjourn unanimously carried.
- October meeting adjourned @ 12:55 PM.

Respectfully submitted by Jan Egan.