City of Newburgh

INDUSTRIAL DEVELOPMENT AGENCY
City Hall – 83 Broadway
Newburgh, New York 12550

Industrial Development Agency Meeting Minutes

Meeting Date: January 5, 2009

Attendees: Spencer Gulliver, Michael Curry, John Penney, Joshua Smith, Jerry Maldonado, Sean O'Shea, Richard Bedrosian

Staff: Lourdes Zapata, Ian MacDougall

Meeting commenced @ 7:10pm

The meeting began with a review of the draft bylaws. John Penney moved to address elections until all members are familiar with Roberts Rules. All members agreed.

Decision to vote by ballot was agreed by all members.

Election of Officers:
Chair nominees: Michael Curry, Jerry Maldonado (declined nomination), Spencer Gulliver
Vote Results: Spencer Gulliver - 5 votes, Michael Curry - 2 votes
Spencer Gulliver elected Chair.

Vice Chair nominees: Joshua Smith, Michael Curry
Vote Results: Joshua Smith – 5 votes, Michael Curry - 2 votes
Joshua Smith elected Vice Chair

Secretary: John Penney by proclamation

Treasurer Nominees: Jerry Maldonado (declined nomination), Mike Curry
Results: Michael Curry by proclamation

There was a discussion regarding the sales and ownership of various real properties. The focus was on a Polonia property and the Carchetta property. Carchetta will be presenting a proposal to council which will include acquiring additional property to complete the project. The IDA wishes to send the City Council a letter of non-support for the conveyance of any further properties to Carchetta. The IDA feels more information is needed regarding the transactions of the properties fronting on Broadway now owned Carchetta or his company.

The IDA requested all documentation related to the sale of all IDA properties during the time of 2003-2005.

Discussion regarding the budget focused on providing more details on expenditures and expenses. The position for recording secretary has been posted. Jerry inquired if staff could fulfill these responsibilities. Lourdes responded it will depend on any civil service requirements.

There was a discussion regarding the RFP responses for legal counsel. The members expressed a need for a standard when reviewing the responses. Criteria should be based on qualifications and costs. Mike and Josh are going to assist Lourdes in checking references before the number of candidates is reduced.

The RFP for accounting services was re-released due to the low number of responses from the initial call for responses. The RFQ was released January 2, 2009 and is due January 23, 2009.

There was a discussion regarding Roberts Rules which will be continued. John Penney requested that a copy of the Rules is purchased for each member. A brief discussion regarding the bylaws focused on the ability of a member to sit on a political committee. A recommendation to remove that language was put forth.

A copy of the current draft of the Newburgh 2020/Live Work Learn Play report was circulated. Michael Curry requested a CD copy.

The meeting schedule will remain every 2 weeks until all administrative work is complete.

Josh Smith requested the State Comptroller do an audit from 1998 to present on the IDA. A vote by the members was affirmative by all members. Michael Curry will draft the letter on behalf of the Board.

A vote taken to request the city planner to provide advice on planning and real estate matter. City Planner accepted this request.

Further discussions regarding the DuPont site indicted there is continued interest in the site and a need for more information.

The next meeting was scheduled for January 27, 2009 @ 7:00pm.

Meeting was adjourned at 9:20 p.m.