

**ANNUAL HOUSEKEEPING RESOLUTION
FOR CALENDAR YEAR 2022**

A regular meeting of the Town of Montgomery Industrial Development Agency (the "Agency") was convened in public session in the Town Government Center located at 110 Bracken Road, Second Floor Meeting Room, in the Town of Montgomery, Orange County, New York on January 11, 2022 at 1:00 o'clock p.m., local time.

The meeting was called to order by the Chairperson of the Agency and, upon roll being called, the following members of the Agency were:

PRESENT:

Jeffrey D. Crist	Chairperson
John W. Dickson	First Vice Chairperson
J. Thomas Jones	Second Vice Chairperson
Matthew P. Stoddard	Treasurer
George DeClue	Member

ABSENT:

Robert Santo	Member
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AGENCY STAFF PRESENT INCLUDED THE FOLLOWING:

Conor Eckert	Executive Director
Meghan Hurlburt	Secretary
Ashley N. Torre	Agency Counsel (by telephone)

The following resolution was offered by Member Jones, seconded by Member DeClue, to wit:

Resolution No. 0122-1

RESOLUTION APPROVING CERTAIN APPOINTMENTS AND ADMINISTRATIVE MATTERS OF THE AGENCY.

WHEREAS, the Town of Montgomery Industrial Development Agency (the "Agency") is authorized and empowered by the provisions of Chapter 1030 of the 1969 Laws of New York, constituting Title 1 of Article 18-A of the General Municipal Law, Chapter 24 of the Consolidated Laws of New York, as amended (the "Enabling Act") and Chapter 527 of the 1971 Laws of New York, as amended, constituting Section 911-c of said General Municipal Law (said Chapter and the Enabling Act being hereinafter collectively referred to as the "Act") to promote, develop, encourage and assist in the acquiring, constructing, reconstructing, improving, maintaining, equipping and furnishing of manufacturing, warehousing, research, commercial and industrial facilities, among others, for the purpose of promoting, attracting and developing economically sound commerce and industry to advance the job opportunities, health, general prosperity and economic welfare of the people of the State of New York, to improve their prosperity and standard of living, and to prevent unemployment and economic deterioration; and

WHEREAS, under Section 858 of the Act, the Agency has the power to approve certain administrative matters; and

WHEREAS, under the Agency's Policy Manual, the Agency shall review its policies and by-laws on an annual basis;

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE TOWN OF MONTGOMERY INDUSTRIAL DEVELOPMENT AGENCY, AS FOLLOWS:

Section 1. The Agency hereby takes the following actions:

- (A) Approves and confirms the existing policies and procedures of the Agency described on Schedule A, as the same may have been amended previously to or at this meeting.
- (B) The Agency hereby approves the regular meeting schedule for the Agency for calendar year 2022 as set forth in Schedule B. Nothing shall preclude the Agency from scheduling special meetings as provided in its By Laws.
- (C) The Agency hereby appoints the members of the Board and staff of the Agency identified in Schedule A as the Officers of the Agency for the year 2022, such person to hold such positions until their resignation or their replacement by further vote of the Agency Board.
- (D) The Agency hereby appoints the Accounting Firm as identified in Schedule A.
- (E) The Agency hereby appoints Agency Counsel, Bond Counsel and Conflicts Counsel as identified in Schedule A.
- (F) In connection with the Agency's appointment of the Agency's Depository Banking Institutions, the Agency hereby authorizes its officers and/or members to execute any depository agreement, signature cards, and any related documents required to be executed before such officer and/or member will be authorized to make deposits and execute checks on behalf of the Agency.

Section 2. The Agency hereby authorizes the Chairperson and Agency Counsel to take all steps necessary to implement the matters described in Schedule A attached.

Section 3. This Resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to vote on roll call, which resulted as follows:

Jeffrey D. Crist	VOTING	AYE
John W. Dickson	VOTING	AYE*
Matthew P. Stoddard	VOTING	AYE
Robert Santo	VOTING	ABSENT
J. Thomas Jones	VOTING	AYE
George DeClue	VOTING	AYE

*Member John W. Dickson voted AYE in part and abstained from that portion of the Resolution that appointed the Agency's Accounting Firm for reasons stated on the record during the meeting

The foregoing resolution was thereupon declared duly adopted.

STATE OF NEW YORK)
) SS.:
COUNTY OF ORANGE)

I, the undersigned Authorized Officer of Town of Montgomery Industrial Development Agency (the "Agency"), do hereby certify that I have compared the foregoing extract of the minutes of the meeting of the members of the Agency held on January 11, 2022 with the original thereof on file in my office, and that the same is a true and correct copy of said original and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all members of the Agency had due notice of said meeting; (B) said meeting was in all respects duly held; (C) pursuant to Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was open to the general public, and due notice of the time and place of said meeting was given in accordance with such Open Meetings Law; and (D) there was a quorum of the members of the Agency present throughout said meeting.

I FURTHER CERTIFY that, as of the date hereof, the attached Resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Agency this 11th day of January, 2022.

Meghan E. Hurlburt
Authorized Officer

(SEAL)

MEGHAN E HURLBURT
Notary Public, State of New York
Registration #01HU6215058
Qualified In Orange County
Commission Expires Dec. 21, 2024

JDS
MEH

SCHEDULE A

TOWN OF MONTGOMERY INDUSTRIAL DEVELOPMENT AGENCY

HOUSEKEEPING MATTERS

1. Approval and Confirmation of Agency Policies and Procedures for Calendar Year 2022:

Code of Ethics
Conflicts of Interest
FOIL Policy
Investment Policy
Local Labor Policy
Procurement Policy
Property Acquisition Policy
Property Disposition Policy
Retaliatory Action Policy (Whistleblower)
Uniform Criteria for the Evaluation of Projects Policy
UTEP policy
Minority and Women-Owned Business Enterprises & Veteran Owned Businesses Policy
Mission Statement and Performance Measurements

2. Confirmation of Regular Agency Meeting Schedule for Calendar Year 2022:

SEE ATTACHED SCHEDULE B

3. Appointment of Executive Director and Staff to the Agency

Conor Eckert Executive Director
Meghan Hurlburt Clerical and Recording Secretary

4. Appointment of Agency Officers for Calendar Year 2022:

<u>TITLE</u>	<u>NAME</u>
Chair	Jeffrey D, Crist
First Vice Chair	John W. Dickson
Second Vice Chair	J. Thomas Jones
Treasurer	Matthew P. Stoddard
Secretary	Robert Sant
Assistant Treasurer	George DeClue
Assistant Secretary	Matthew P. Stoddard

5. Appointment of Committee Assignments for Calendar Year 2022:

AUDIT COMMITTEE
Jeffrey D. Crist
John W. Dickson
Matthew P. Stoddard

FINANCE COMMITTEE
Mathew P. Stoddard
John W. Dickson
J. Thomas Jones

GOVERNANCE COMMITTEE
Jeffrey D. Crist
Robert Santo
George DeClue

6. Appointment of Accounting Firm of the Agency

Nugent & Haeussler, P.C.

7. Appointment of Agency Counsel and Bond Counsel to the Agency:

From Burke, Miele, Golden and Naughton LLP:

Richard B. Golden, Esq. Agency Counsel
Ashley N. Torre, Esq. Agency Counsel

From Whiteman Osterman & Hanna LLP:

Robert J. McLaughlin, Esq. Bond Counsel and Conflicts Counsel

8. Appointment of Bank of the Agency and Accounts

_____ Orange Bank and Trust _____

SCHEDULE B

TENTATIVE MEETING SCHEDULE

*Town of Montgomery
Industrial Development Agency
110 Bracken Road
Montgomery, New York 12549*

Scheduled Meetings for 2022 - Second Tuesday of every month at 1:00 PM
(unless otherwise noted)

Tuesday, January 11, 2022

Tuesday, February 08, 2022

Tuesday, March 08, 2022

Tuesday, April 12, 2022

Tuesday, May 10, 2022

Monday, June 13, 2022

Tuesday, July 12, 2022

Tuesday, August 09, 2022

Tuesday, September 13, 2022

Tuesday, October 11, 2022

Wednesday, November 09, 2022

Tuesday, December 13, 2022