

Town of Montgomery Industrial Development Agency Meeting Minutes
Town Government Center
110 Bracken Road
Montgomery, NY 12549

May 10, 2022
1:00 PM

PRESENT:

Jeffrey Crist - Chairman
J. Thomas Jones - Second Vice Chairman
Matt Stoddard – Treasurer
Ashley Torre – Counsel with Naughton & Torre, LLP
Billy Ibberson – Livestream Services (Acquisitions Marketing)
George DeClue – Board Member
Bob Santo – Board Member
Meghan Hurlburt – Secretary

ABSENT:

John Dickson – Board Member

NOTE: Conference Call Line – No Calls

AGENDA

1. Call to Order and Declaration of Quorum
 2. Approval of the March 8th, March 22nd and March 30th, 2022 Meeting Minutes
 3. Public Comment on Items on the Agenda
 4. Discussion – Financial Report Update
 5. Other Business – Law Firm Update
 6. Discussion on Executive Director Search
 7. Adjournment
 8. Next Meeting Scheduled for June 13, 2022
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Meeting

1 - Chairman Jeff Crist opened up the meeting.

2 – Approval of the March 8th, March 22nd and March 30th, 2022 Meeting Minutes – Chairman Crist – Ashley can we approve all three as a group?

Ashley Torre – As long as everyone that is voting here today was at all three meetings.

Chairman Crist – I think that’s the case. John Dickson was not present for all three meetings but Tom was here, Bob, Matt and George. Are there any corrections, additions to those sets of minutes? The 22nd was the review of our annual audit, which is particularly important in that final audit is copied in that March 22nd meeting packet group of minutes. The March 30th meeting minutes were not finalized so let’s work on the 8th and 22nd packet minutes. If there are no additions, corrections I would entertain a

motion to approve. Motion made by Bob and seconded by George. All in favor, none opposed. Meghan is now present at the meeting and I would like to introduce board members and members of the audience.

3 – Public Comment on Items on the Agenda – Chairman Crist – No one is present in the room at this time, so I presume there is no public comment.

4 – Discussion – Financial Report Update – Matt Stoddard discusses the report (See attached Financial Report.)

Chairman Crist – Questions for Matt? Anyone care to make a motion to accept that financial report? Bob Santo made that motion and it was seconded by Tom. All in favor, none opposed. Motion carried. The project front continues to be quiet at this point in time. I have taken calls from various possible projects, nothing to report as concrete at this time. I will keep you posted on those and Meghan has been assisting me with some of the Executive Director duties as needed to fill in while we continue our search for an Executive Director.

5 - Other Business – Law Firm Update – Chairman Crist – Ashley' firm had sent us an update and we have a letter in your packet. Anything you would like to say Ashley?

Ashley Torre – Sure, as I think as everyone's aware, Rick Golden, my partner, has been appointed as the County Attorney. He is no longer part of the law firm, Kelly and I and Robert Miele have established a new firm and the name is Naughton and Torre and we are excited to continue serving the board as we have been over the last couple of years.

Chairman Crist – Thank you. Congratulations on those adjustments and I look forward to working with you.

6- Discussion on Executive Director Search – Chairman Crist – We have received three applications so far. We are continuing that search. I would suggest that maybe Ashley you could provide me the appropriate wording to go into executive session to interview a couple of those candidates?

Ashley Torre – Sure. So, you can entertain a motion to enter into executive session for the purpose of discussing matters leading to the appointment of particular persons and specifically to interview two candidates for the Executive Director position.

Chairman Crist – Would anyone care to make that motion in those words? Motion made by Matt Stoddard to go into executive session for the stated reasons and would anyone like to second that motion? Seconded by George, thank you. All in favor, none opposed. Motion carried. We will switch into executive session.

Meeting resumes: Chairman Crist – Good Afternoon again. May 10th we had an executive session and we just made a motion by Matt and seconded by Bob to come out of executive session. Four were in favor and none were opposed. Tom Jones had to depart the meeting about 2:00 PM. We are continuing the interview process for the Executive Director search for the Montgomery IDA and we want to note just a couple of things. The job description – we would like to adjust the education requirements. Under education and experience which is headlined qualifications, we would like to say that we do prefer graduation from an accredited college or university with major course work in economics, business,

government or a related field. Board, any further comments on that? If not, I would suggest a motion related to that adjustment of our job description for Executive Director. Motion made by Chairman Crist and it was seconded by George. Any other discussion? All were in favor, none opposed. Motion carried. The only one other thought process in the search for an Executive Director is to extend the time period beyond this meeting with an undetermined ending date at this point. Ashley is there anything that we should suggest on how we would end it and what kind of lead time we would need?

Ashley Torre – I think you can just do a motion authorizing the Chair to continue advertising for the position and see if you get more applicants and if you don't get anyone you can decide how you want to proceed.

Chairman Crist – So, then the Chair could determine an ending date and put that on our website?

Ashley Torre – Sure.

Chairman Crist – Okay. Would anyone care to make that motion authorizing me as Chair to extend the date, presumably to at least close to our next meeting of June 13, 2022? Bob makes the motion and it was seconded by George. All in favor, none opposed. Motion carried. Anything else that needs to come before us today, board members? I would entertain a motion to adjourn. Motioned by Matt seconded by George. All in favor, none opposed. Motion carried. Meeting ended.

Meeting minutes were transcribed and submitted by Meghan Hurlburt.