Town of Montgomery Industrial Development Agency Meeting Minutes

Town Government Center

110 Bracken Road

Montgomery, NY 12549

July 12, 2022

1:00 PM

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PRESENT: ABSENT:**

Jeffrey Crist - Chairman Bob Santo – Board Member

J. Thomas Jones - Second Vice Chairman Matt Stoddard – Treasurer

Billy Ibberson – Livestream Services (Acquisitions Marketing)

George DeClue – Board Member

Meghan Hurlburt – Secretary

John Dickson – First Vice Chairman

NOTE: Conference Call Line – No Calls

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**AGENDA**

1. Call to Order and Declaration of Quorum
2. Approval of the June 13, 2022 Meeting Minutes
3. Public Comment on Items on the Agenda
4. Discussion – Financial Report Update
5. Other Business – Town of Montgomery Bicycle and Pedestrian Master Plan
6. Executive Session
7. Adjournment
8. Next Meeting – Moved from August 9, 2022 to Tuesday, August 16, 2022

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Meeting**

1 - Chairman Jeff Crist began with the introduction of Board Members and other members in attendance.

2 – Chairman Crist – Approval of June 13, 2022 meeting minutes – Motion to accept minutes made by Tom Jones and seconded by George DeClue. All in favor, none opposed.

3 – Public Comment – No public comment.

4 – Discussion on Financial Report – Treasurer, Matt Stoddard is absent so Chairman Crist read the report (see attachment.) Motion to accept report made by George DeClue and seconded by John Dickson. All in favor, none opposed.

5 – Other Business – Town of Montgomery Bicycle and Pedestrian Master Plan – Chairman Crist: Tom Jones would you care to make a comment on that?

Tom Jones: Yes, so when I was at the most recent town board meeting, this came up for approval to put out an RFP and it sparked an idea and thought that perhaps we should consider doing a tourism master plan around it. Something that may really tie in the bike lane is not for just utility purposes, but if the town is going to invest in utilizing this grant to identify proper bike lanes, pedestrian lanes, should we be thinking about it from an economic development standpoint in a way to tie the business community together with various interest points within the full Town of Montgomery and knowing that the Hudson Valley is continuing to grow as a tourism destination might just put us in a good spot to consider this type of investment or consideration.

Chairman Crist – Thank you for bringing that to our attention Tom. Other comments from the Board Members?

John Dickson – This is going to be a recreational path or more for being able to walk and use bicycles to get through the town?

Tom Jones – I think they are exploring to figure it out, so I feel like it in its early stages of concepts, which felt right for us to maybe think about how do we take advantage of that from an IDA standpoint to promote it. To make sure there is linkages in these pathways to points of interest throughout the town to help drive and support business development. I think right now it’s more of a recreational standpoint we don’t have a lot of known bike lanes that I am familiar with at least and I know the police department is looking at it and making sure that they understand the liability issues, etc., as well as the town Department of Transportation.

Chairman Crist – I think a couple other factors related to that – we know people are walking and riding bicycles now on highways and that brings a certain danger factor with it. Many of our roads, especially town and county roads are very limited in shoulders for that action. Secondly, I think it would possibly draw some more unique businesses whose staff may be intrigued by tourism and the ability to use bikes and pedestrian walkways safely. I think it’s an exciting possibility and there is an RFP that I believe the town board has approved and is out in the public domain now, which, is asking for professional transportation planning consultant proposals to evaluate that plan of pedestrian and bicycle pathways and there is a grant provided with that and I do not know how much that is for. I think it’s fairly substantial and I am sure that can be viewed on the town website.

Tom Jones – I would suggest too, that, even if the timing doesn’t link up for a true tourism master plan, that the IDA does somewhat stay involved to understand what decisions are being made understanding that we are trying to influence it from a standpoint of business connectivity, which ties into quality of life issues for future employees and so forth.

Chairman Crist – Very good. We have good consensus of looking positively towards that and to be proactive as it might fit into things we can do to assist that project. Thank you for those comments. I would like to ask the board to consider an executive session as we know from our past few meetings we have been on a Executive Director search and we have another step to evaluate there. I have spoken with our Counsel on an appropriate motion to go into that executive session. It would be to discuss matters leading to the appointment in employment of Felicia Kalan and the employment history of Meghan Hurlburt. I would ask for a first and a second to that motion and we will take a vote.

John Dickson – I will make that motion to go into executive session.

Tom Jones – I will second that motion.

Chairman Crist – All in favor none opposed, motion carried. We will move into executive session.

EXECUTIVE SESSION

Chairman Crist – I will call the meeting back to order for the Montgomery IDA for today’s meeting, July 12, 2022 and I can report we had a motion by George DeClue and seconded by Tom Jones all were in favor, none opposed to come out of executive session. Also, I would like to report and confirm by motion of agreement to engage Felicia Kalan as Executive Director on a part-time basis effective August 1, 2022 through October 31, 2022 at a rate of $48.00 per hour for 20 to 30 hours per week. In addition, changing to full-time effective November 1, 2022 through October 31, 2023 at an annual salary not to exceed $90,000.00 plus benefits and that would be as a town employee through a service contract that the IDA will renew with the town. Would anyone care to make a motion?

John Dickson – I will make that motion.

George DeClue – I second that motion.

Chairman Crist – Any other discussion? All were in favor, none opposed. Motion carried. For the record I agree. I would like to welcome Felicia Kalan as of August 1, 2022 as our Executive Director. The only other business I want to discuss was consideration to adjust the August IDA meeting now listed for August 9, 2022, to move it back a week to August 16, 2022 at 1 PM. Everyone is okay with moving the meeting. Motion to move the meeting made by Tom and was seconded by George DeClue. All in favor, none opposed. Motion carried. Any other business to come before the board today? Thank you all for your attendance. Motion to adjourn made by John Dickson, seconded by Tom. All in favor, none opposed. Meeting adjourned.

Meeting minutes were transcribed and submitted by Meghan Hurlburt.