



REGULAR MEETING OF THE  
TOWN OF MONTGOMERY INDUSTRIAL DEVELOPMENT AGENCY  
110 Bracken Road  
Montgomery, New York 12549 [www.montgomeryida.com](http://www.montgomeryida.com)  
(845) 457-2661

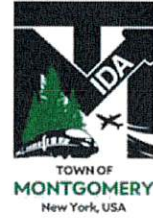
June 10, 2025

AGENDA (\*Draft Agenda Subject to Change )  
1:00 PM

1. Call to Order and Declaration of Quorum
2. Approval of the May 13, 2025 Meeting Minutes
3. Public Comment on Items on the Agenda
4. Consideration to Adopt Amendment to Bylaws to allow ACH Payments
5. IDA Marketing Presentation for Business Attraction
6. Executive Director's Report
7. Financial Report
8. Other Business
  - Schedule Annual ABO Board Meeting Trainings
9. Adjournment
10. Next Regular Meeting Scheduled for July 8, 2025 at 1:00 p.m.

The meeting shall be live-streamed and be available for viewing at the following sites:  
<https://acquisitionsmarketing.com/> <https://www.youtube.com/@TownofMontgomeryIDA>

Montgomery IDA  
110 Bracken Road  
Montgomery, New York 12549  
www.montgomeryida.com  
(845) 457-2600



## TOWN OF MONTGOMERY INDUSTRIAL DEVELOPMENT AGENCY MEETING MINUTES

May 13, 2025  
1:00PM

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### PRESENT:

George DeClue – Second Vice Chair  
Matt Stoddard – Treasurer  
Robert Santo – Member  
Stacey Hillman – Member  
Jose Hernandez – Member  
  
Vincent Rouhotas – Executive Director  
Lauren Rowley – Secretary  
Ashley Torre – Naughton & Torre LLP  
Livestream Services, Acquisitions Marketing

### ABSENT:

J. Thomas Jones – First Vice Chair

**NOTE: Conference Call Line – No calls.**

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### AGENDA

1. Call to Order and Declaration of Quorum
2. Approval of the March 11, 2025 Meeting Minutes
3. Public Comment on Items on the Agenda
4. New Board Member Introduction – Greg Hoover
5. NYS ESD Strategic Planning and Feasibility Water/Sewer Study Grant Awarded
6. Executive Director's Report
7. Financial Report
8. Other Business
9. Adjournment

Next Regular Meeting scheduled for Tuesday, June 10, 2025 at 1pm.

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### Meeting

1. Second Vice Chair George DeClue called the meeting to order and introduced the board members in attendance. A quorum was present.
2. A motion was made by Jose Hernandez to approve the March 11, 2025 meeting minutes, which was seconded by Robert Santo. A vote was taken by roll call.

Jose Hernandez – Aye  
Stacey Hillman – Aye  
Matt Stoddard – Abstain  
Robert Santo – Aye  
George DeClue – Aye  
Greg Hoover - Abstain

Motion carried.

3. There was no public comment on items on the agenda.
4. Vincent Rouhotas welcomed Greg Hoover to the board. Matt Stoddard, J. Thomas Jones, and members of the Town Board interviewed Greg and look forward to working with him.
5. Vincent Rouhotas shared that the Montgomery IDA was awarded the NYS Economic State Development Strategic Planning and Feasibility Water/Sewer Study Grant. An overall project budget will be submitted and then we will find out the specific amount, but it could be up to \$50,000 awarded. Once the amount is known, the board can move forward with an RFP. Moving forward with this will be contingent on the Milk Factory closing.

Stacey Hillman suggested that the town pay for half of the portion the IDA will be responsible for.

Vincent Rouhotas said he could talk to the town about this.

It was also suggested that a different firm be used than is used by the villages in the town.

6. Vincent Rouhotas gave his Executive Director report to the board. (Attached.)
7. Matt Stoddard read the April Financial Report. (Attached.)

A motion was made by Robert Santo to accept the April Financial Report, which was seconded by Jose Hernandez. A vote was taken by roll call.

Jose Hernandez – Aye  
Stacey Hillman – Aye  
Matt Stoddard – Aye  
Robert Santo – Aye  
George DeClue – Aye  
Greg Hoover - Aye

Motion carried.

8. Vincent Rouhotas asked if there was anything else needed to be done with Greg's appointment.

Ashley Torre stated that yes, there was the ABO training, which all board members will actually need. Vincent Rouhotas will follow-up on that. Ashley Torre will also see if there's anything else that Greg needs to do.

Vincent Rouhotas reminded everyone that he still needs the Financial Disclosure Statements from everyone.

9. Stacey Hillman made a motion to adjourn the meeting, which was seconded by Jose Hernandez. All board members were in favor, none opposed. Motion carried.

Next regular meeting of the Montgomery IDA: Tuesday, June 10, 2025 at 1pm.

*These minutes were transcribed by Lauren Rowley, Secretary of the Montgomery IDA.*



## Executive Director's Report – June 2025 Board Meeting

### *Key Matters to take note of*

- Board member training, if you have not registered for an upcoming session please discuss with me a good date. It is required by the ABO, current available trainings-

**Friday, July 11, 2025 - 9:30 AM - 11:00 AM**

**Wednesday, July 23, 2025 - 9:30 AM - 11:00 AM**

- Town board is voting to make me full time Director of Economic Development and Planning on 6/18
- Still awaiting grant award amount for water/sewer study
- Looking to make connections with ESD and NYSERDA on ways to partner and marketing Montgomery
- Upcoming events for board members to attend
  - Orange county chamber Business for Breakfast discussing tourism in the county 6/12
  - OCP Quarterly project meeting 6/17
  - BCGM Mixer to support Veterans 7/2

### *HVEDC x TMIDA Partnership*

I am happy to announce that the Montgomery IDA will be partnering together with the Hudson Valley Economic Development Council to help strategize and market the IDA to bring good development to the Town of Montgomery. I was pleased to meet with HVEDC President and CEO, Mike Oates and discuss how our agencies can work together to help market our sites and our vision for the Town of Montgomery. They invited me to their June Board Meeting for an introduction and invited me to present at their September board meeting.

Over the coming months the HVEDC will

- Feature the Montgomery IDA in upcoming newsletters and eblasts to share our mission, vision for development, market our industrial park sites, and share our IDA success stories.
- Help arrange IDA site and project tours for developers, land use attorneys, engineers, and construction contractors
- Be available to assist the IDA with any project to help with state and federal grant opportunities

This is a major step forward in regional collaboration, and I look forward to working closely with HVEDC in the months ahead.

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## *Project Updates/Business Development*

### **Film Studio/Production Office**

I have served as the primary contact and facilitator in securing a lease agreement for a major film production company at the 112 Bracken Road office building. Initially, I explored the potential need for IDA assistance related to renovations; however, the company is moving quickly and aims to be fully operational by July. While this project will not proceed through the IDA, it represents a **major win for the Town of Montgomery** and firmly establishes our community at the center of Orange County's growing film industry.

The film sector has rapidly become a significant economic driver in the region. When productions are active, they bring in anywhere from **150–500 union workers** earning good wages. These professionals spend money in our local restaurants, shops, and gas stations—injecting substantial revenue into our small business economy.

### **Freight Rail Site – Steel Company Expansion**

Met with a steel company exploring an expansion to develop a rail-served site to ship and receive product. The project would generate **25 new jobs**. They are currently reviewing our application and IDA policies and I expect them to move forward with submitting an application.

### **E. Kaisertown Industrial Park**

I have been in talks with the owners of the site, they were previously looking to sell the property to a developer who was going to build 2 big warehouses. After the new floating business park overlay zone was implemented to help attract high tech manufacturing, intensive warehouses are no longer in the zoning code and the buyer backed out. I have been exploring a way the IDA can gain control over the site with the current owner and try and get grant funding to get the site shovel ready to attract development and build out the industrial park with good projects. The site owner is interested and I will continue to explore our options and possible partnership with the county to assist.

### **Hotel Development**

We are still in discussions with Wyndham and evaluating potential locations near Route 208 and I-84. I'm also engaging boutique hotel developers via County connections. Given the anticipated hotel demand from the film industry, Dino Park, and Aerial Zipline Park, locating a hotel to Montgomery is very much needed to house tourists and film workers.

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## *Events/Conferences*

### **NYSEDC Annual Conference – Cooperstown**

I had the pleasure of attending the annual NYSEDC conference in Cooperstown, where I had the opportunity to connect with economic development professionals and IDA representatives from across

the state. A major focus of the conference was the development of industrial business parks—a topic that closely aligns with our goals in Montgomery.

I gained valuable insight into strategies and best practices for building out industrial sites, including how IDAs can play a proactive role in making properties shovel-ready. In many cases, IDAs have the ability to purchase or invest directly in sites to accelerate development. However, even without immediate funding, there are creative approaches to gaining site control—such as securing land options or forming partnerships with town or county governments. I plan to explore these methods further as we work to attract high-quality projects and strategically position our IDA to drive responsible growth.

#### **Walk to End Alzheimer's – Leadership Breakfast**

Attended a corporate networking breakfast for the Walk to End Alzheimer's which I sit on the executive leadership committee for. The breakfast featured Assembly Brian Maher and keynote speakers, Orange County Partnership CEO, Conor Eckert who discussed the impact Alzheimer's has on the business community and workforce.

#### **Orange County Partnership Golf Outing & MVP Dinner**

Enjoyed a great day of golf at the Partnership's annual golf outing. I was able to engage and network with numerous business and development leaders in economic development as well as our regional government officials.

Attended the Annual MVP Dinner honoring **Maureen Halahan** and **Alan Seidman**, who both retire after decades of incredible service. Their leadership helped generate over **10,000 permanent jobs** in the county. Their mentorship has greatly influenced my own path in economic development.

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### *Community Engagement*

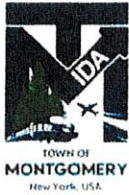
I am working to reintroduce a **"Coffee & Conversation"** series for the IDA to help connect with the community and increase awareness of how the IDA supports growth and investment. I welcome board member participation to help foster public understanding and build trust. More details on potential dates and venues will follow.

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**Respectfully submitted,**

**Vincent Rouhotas**

Executive Director, Town of Montgomery IDA



**TOWN OF MONTGOMERY  
INDUSTRIAL DEVELOPMENT AGENCY  
110 BRACKEN ROAD  
MONTGOMERY, NY 12549**

**Monthly Statement  
Orange Bank & Trust**

5/31/2025

**PUBLIC FUND MUNI (3366)**

	Checkbook Beginning Balance from last report-----	\$	10,348.93
<b><u>ADD</u></b>	Transfer from account #4593-----	\$	30,000.00
		\$	40,348.93

**CHECKS**

101	Town of Montgomery---2025 Salary Reim for 1st qtr-----	\$	17,502.68
105	Acquisitions Marketing---3/24, 425 invoices-----	\$	1,925.00
1893	Lauren Rowley---January-----	\$	750.00
1897	Naughton & Torre---Invoice # 32986-----	\$	1,800.00
AW	CSU Producer Res Bill Pay-----	\$	20.00
1898	Times Community Newspapers---Inv #1789701--17817301-----	\$	34.65
1900	Lauren Rowley---February-----	\$	750.00
		\$	22,782.33
	Checking Account Balance	\$	17,566.60

**SAILFISH ESCROW ACCT (8008)**

	Checkbook Beginning Balance-----	\$	3,212.00
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**ADD**

**CHECKS**

	Checking Account Balance	\$	3,212.00
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**KEY CAPTURE ENERGY (4109)**

	Checkbook Beginning Balance	\$	1,480.00
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**ADD:**

**CHECKS**

	Checking Account Balance	\$	1,480.00
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**CITY WINERY ESCROW (4112)**

	Checkbook Beginning Balance	\$	1,380.00
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**ADD**

		\$	1,380.00
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**CHECKS**

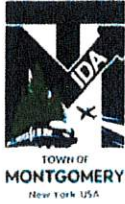
109	Naughton & Torre, LLP-----		\$40.00
	Checking Account Balance	\$	1,340.00

**MMDA MUNICIPAL (4593)**

	Checkbook Beginning Balance	\$	346,362.86
<b><u>ADD</u></b>	Interest-----	\$	622.78
		\$	346,985.64

**CHECKS**

	Internet Transfer-----to #2940-----	\$	2,000.00
	Internet Transer to #3366-----	\$	30,000.00
	Checking Account Balance	\$	314,985.64



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**Monthly Statement**

5/31/2025

Pg 2 Cont.

**HUDSON VALLEY COUNTRY CLUB (3062)**

Checkbook Beginning Balance

\$ 7,187.00

**ADD**

\$ 7,187.00

**CHECKS**

Checking Account Balance

**\$ 7,187.00**

**PUBLIC FUND- BANK CARD (2940)**

Card Balance----- \$ 351.18

**ADD**

Internet Transfer----from #4593----- \$ 2,000.00

\$ 2,351.18

**WITHDRAWAL**

AW Google-----Purchase----- \$ 233.55

AW intuit---Quickbooks----- \$ 37.84

\$ 271.39

Checking Account Balance

**\$ 2,079.79**

	CURRENT 5/31/2025	LAST MEETING 4/30/2025	CHANGE
Orange Bank & Trust (3366)-----	\$ 17,566.60	\$ 10,348.93	\$ 7,217.67
Orange Bank & Trust - Sailfish Escrow Acct (8008)-----	\$ 3,212.00	\$ 3,212.00	\$ -
Orange Bank & Trust Key Capture Energy Escrow (4109)----	\$ 1,480.00	\$ 1,480.00	\$ -
Orange Bank & Trust City Winery Escrow (4112)-----	\$ 1,340.00	\$ 1,380.00	\$ (40.00)
Orange Bank & Trust Money Market (4593)-----	\$ 314,985.64	\$ 346,362.86	\$ (31,377.22)
Orange Bank & Trust Hudson Valley Country Club (3062)	\$ 7,187.00	\$ 7,187.00	\$ -
Orange Bank & Trust-Public Fund Bank Card (2940)-----	\$ 2,079.79	\$ 351.18	\$ 1,728.61
<b>TOTAL</b>	<b>\$ 347,851.03</b>	<b>\$ 370,321.97</b>	<b>\$ (22,470.94)</b>