



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

October 14, 2025

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

1. Call to Order and Declaration of Quorum
2. Approval of the September 9, 2025 Meeting Minutes
3. Public Comment on Items on the Agenda
4. Executive Director's Report
5. Financial Report
6. Prime Metal Corp. IDA Application
7. IDA Term Cycle & Bylaw Amendment Vote to Set Public Hearing
8. Code of Conduct Policy- Review and Vote Consideration
9. Other Business
10. Adjournment
11. Next Regular Meeting Scheduled for November 11, 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 ID.
110 Bracken Road
Montgomery, New York 1254
www.montgomeryida.cor
(845) 457-260



TOWN OF MONTGOMERY INDUSTRIAL DEVELOPMENT AGENCY MEETING MINUTES

**September 9, 2025
1:00PM**

PRESENT:

J. Thomas Jones – Chairman
George DeClue – First Vice Chair
Matt Stoddard – Treasurer
Jose Hernandez – Member
Greg Hoover – Member

Vincent Rouhotas – Executive Director
Lauren Rowley – Secretary
Lino Sciarretta – Bleakley Platt & Schmidt
Rudy Zodda – Bleakley Platt & Schmidt
Livestream Services, Acquisitions Marketing

ABSENT:

Robert Santo – Second Vice Chair
Stacey Hillman – Member

NOTE: Conference Call Line – No calls.

AGENDA

- 1. Call to Order and Declaration of Quorum**
- 2. Approval of the August 12, 2025 Meeting Minutes**
- 3. Public Comment on Items on the Agenda**
- 4. Executive Director's Report**
- 5. Financial Report**
- 6. Prime Metal Corp. IDA Application – *Peter Schrumpf, Owner Presenting***
- 7. IDA Term Cycle & Bylaw Amendment Vote Consideration**
- 8. 2026 Draft Budget Vote Consideration to Approve and Submit to ABO**
- 9. Other Business**
- 10. Adjournment**

Next Regular Meeting scheduled for Tuesday, October 14, 2025 at 1pm.

Meeting

1. Chairman J. Thomas Jones 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 August 12, 2025 meeting minutes, which was seconded by George DeClue. A vote was taken by roll call.

J. Thomas Jones – Aye
George DeClue – Aye
Matt Stoddard – Aye
Jose Hernandez – Aye
Greg Hoover – Aye

Motion carried.

3. There was no public comment on items on the agenda.
4. Vincent Rouhotas gave his Executive Director report to the board. (Attached.)
5. Matt Stoddard read the August Financial Report. (Attached.)

A motion was made by Greg Hoover to accept the August Financial Report, which was seconded by Matt Stoddard. A vote was taken by roll call.

J. Thomas Jones – Aye
George DeClue – Aye
Matt Stoddard – Aye
Jose Hernandez – Aye
Greg Hoover – Aye

Motion carried.

6. Peter Schrumpf shared that Prime Metal Corp. is one of the largest independent importers of steel and they are looking to expand the business. The company fabricates and distributes steel pipes. They do distribute a few other steel products, but 90% of their business is steel pipe. Prime Metal Corp. was formed in 2000, but Mr. Schrumpf's first business started in 1984. Prime Metal Corp. is looking to develop a property on Bracken Road into a fabrication and distribution center. They plan to bring in steel via the railroad and will create 23 new jobs over the next three years. The company's current location in Walden will remain open. The estimated cost of this project is \$5M and Prime Metal Corp. is looking for a PILOT and sales tax exemption. Without IDA financing, this project is less likely to happen.

Lino Sciarretta stated that this application was just received and does need to be reviewed further ahead of the October meeting, today's meeting is just to hear the applicant.

7. J. Thomas Jones reminded everyone of the discussion started at the last board meeting on terms for board members. The general consensus was that it was a good discussion and the majority of the board felt having terms would be good governance. A change to the bylaws would have to take place, of course, so today's discussion is to get a solid consensus to move forward with terms, decide how long a term will be, and confirm the proper steps to make the changes to the bylaws.

J. Thomas Jones suggested 3-year terms based on the conversation at the last meeting, plus that is consistent with other Town of Montgomery boards as well as the Orange County IDA. The Montgomery IDA would use the rollout schedule proposed at the last meeting so that all current board members' terms do not expire at the same time.

Lino Sciarretta confirmed that there are no terms now and the bylaws would need to be updated to create terms. He definitely agrees with Tom that board member terms should be staggered to create continuity and not have everyone rolling off all at once.

Vincent Rouhotas also stated that he feels terms will help hold board members accountable. If a board member isn't participating enough or not really bringing something to the table to help the IDA, changes can be made to appoint a new member that will help the IDA prosper and move forward. Vincent reiterated that we have a great board and a very engaged board, he just reiterated that terms are just good governance and also help modernize the Montgomery IDA's bylaws.

Everyone present agreed with 3-year appointments. Counsel will draft an update to the bylaws and if they are ready they can be distributed and approved at the October meeting.

Vincent Rouhotas stated that both the IDA board and town board would like to make this happen at the October meeting.

Lino Sciarretta said that would not be a problem.

J. Thomas stated that the updated bylaws would be forthcoming, and everyone will be able to vote on the changes at our next board meeting.

8. J. Thomas Jones shared that the 2026 budget was distributed to the town board for their review and it has also been available online since the last board meeting so the board can approve it today. No comments about the budget were submitted.

There were no further comments or questions from the board, so J. Thomas Jones asked for a motion to adopt the 2026 Montgomery IDA budget. A vote was taken by roll call.

J. Thomas Jones – Aye
George DeClue – Aye
Matt Stoddard – Aye

Jose Hernandez – Aye

Greg Hoover – Aye

Motion carried.

9. J. Thomas Jones spoke about the proposed Code of Conduct for Appointed Officials. When the current IDA policies were being reviewed, it was realized that there is no Code of Conduct. There is a Code of Ethics, but no Code of Conduct. This is truly a first draft and is up for discussion at the next meeting. J. Thomas Jones asked that everyone take a look at the code of conduct and send any comments to Vincent sooner than later. He noted one change, the code of conduct should be for appointed officials as well as employees.

Jose Hernandez suggested that these be signed by each board member so they see what they are agreeing to and can be held accountable.

Lino Sciarretta stated the board members could sign at the start of each of their terms.

10. Greg Hoover made a motion to adjourn the meeting, which was seconded by George DeClue. All board members were in favor, none opposed. Motion carried.

Next regular meeting of the Montgomery IDA: Tuesday, October 14, 2025 at 1pm.

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



Executive Director Report October 14, 2025 Board Meeting

Key Matters

- The budget was submitted to the ABO, and the PARIS Budget Report is now posted on the website.
 - I will be working from home for the next couple of weeks as my wife and I are expecting the arrival of our child.
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Project Updates / Business Development

Cider Manufacturer and Agritourism Venue

I have been working closely with a cider manufacturer over the past month. This company is looking to expand their operation from strictly manufacturing and distributing cider to creating an agritourism destination. Their concept includes pairing a production facility with an event venue, tasting room, and apple orchard where visitors can pick apples during the season. We have identified a potential site in the Town of Montgomery and are working with both the landowners and the company to facilitate a deal.

Industrial Developer

I had an initial conversation with a developer interested in constructing an industrial facility in the town who has expressed a need for IDA assistance. A meeting is scheduled later this month to discuss project details further.

Choice Films

Choice Films shared that they currently have site plans for a second film studio in the town. They stated that due to the benefits provided through the IDA, they are eager to expand their operations and will be submitting an application soon. Additionally, we have had early discussions with the County and the film industry regarding the potential development of a film industry business park in the town—an innovation hub that could include multiple studios, hotels, and retail establishments.

Advanced Manufacturer

Discussions continue to advance with a consultant representing an advanced manufacturer that has expressed strong interest in locating in the town. They currently have a draft IDA application prepared and intend to submit soon. This project could represent a significant capital investment and bring high-quality, well-paying jobs to our residents.

Milk Factory

I connected with City Winery Owner and CEO Michael Dorf for an update on the Milk Factory project. Michael confirmed that the project is still moving forward, though it has been delayed due to financing challenges. They expect to move forward in 2026 and have expressed potential interest in seeking an IDA bond to assist with financing. I have consulted with our bond counsel, who is exploring whether there is an avenue for the IDA to assist.

Meetings / Events

Strata Platform & Site Selection – COO Susan Donkers

I had a productive introductory meeting with Susan Donkers, Co-Founder and COO of Strata Platform, a property data tool for site selection professionals and EDOs. Susan, formerly a VP with Global Location Strategies, provided valuable insight into the site selection process and consultant expectations. She requested our town's marketing deck to share with her team and offered excellent feedback for future improvements. I am considering exploring their platform further to utilize its tools in showcasing available sites to site selectors and investors.

Future of Food Manufacturing Round Table Webinar

I attended "*The Future of Food Manufacturing: A Round Table Discussion with Industry Leaders*," moderated by Global Location Strategies CEO Didi Caldwell. The discussion covered key findings from the *2025 Best Places for Food Manufacturing Report*, which identified emerging metros and trends influencing location decisions. Industry leaders shared firsthand insights on expansion, infrastructure, and investment strategies shaping the food manufacturing sector.

SUNY Orange Workforce Development Tour

I met with Dr. Jean Leandre, Vice President of Workforce Strategy and Development, and Stephanie Campossa-Geyer, Executive Director of Workforce Development at SUNY Orange. We discussed ways the IDA can collaborate with SUNY Orange to market and leverage their workforce training programs with businesses looking to establish operations in Montgomery. They provided a tour of their facilities and detailed the various workforce development grant programs available to partner companies.

Walden Rotary Golf Outing

Had a great day supporting the Walden Rotary and connecting with members of the community.

Orange County Economic Summit

Attended the 2025 Orange County Economic Summit, which brought together more than 300 community and business leaders to celebrate local innovation and industry. Held at the historic Paramount Theatre in Middletown, the event highlighted products made in Orange County and featured panelists from leading local companies such as Garonit, Planet Health Foods, Remee Wire, Orange Packaging, Universal Thin Films, President Container, and Minimaxx. There was a strong emphasis on the growing film industry, with Montgomery highlighted as the home and hub of Orange County's booming film sector.

Orange County Partnership Annual MVP Breakfast

Attended the annual MVP Breakfast, which drew more than 450 attendees from the business and economic development community. This year's honoree was Heather Bell, President and CEO of the Orange County Chamber of Commerce. The event was an excellent opportunity to network and strengthen relationships within the regional business community.

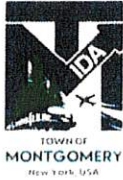
Marketing

I am planning to collaborate with Acquisitions Marketing to produce a video highlighting one of my favorite IDA success stories—Kadge, LLC, better known as Orange County Ironworks. The video will feature a testimonial from CEO Dan Teutel and showcase how, with IDA assistance, the company was able to expand and create 112 good-paying local jobs. This story will serve as a powerful example of how the IDA's programs directly contribute to business growth and community prosperity.

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

9/30/2025

PUBLIC FUND MUNI (3366)

Checkbook Beginning Balance from last report-----	\$	2,041.37
Transfer from #4593-----	\$	10,000.00
<u>ADD</u> Deposit-----	\$	1,000.00
	\$	13,041.37

CHECKS

120 Leadership Orange-----Inv 035-----	\$	1,700.00
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	\$	1,700.00
Checking Account Balance	\$	11,341.37

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	\$	580.00
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ADD

	\$	580.00
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CHECKS

Checking Account Balance	\$	580.00
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TOWN OF MONTGOMERY
INDUSTRIAL DEVELOPMENT AGENCY
110 BRACKEN ROAD
MONTGOMERY, NY 12549

Monthly Statement

8/31/2025

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MMDA MUNICIPAL (4593)

	Checkbook Beginning Balance	\$ 286,657.79
<u>ADD</u>	Interest-----	\$ 527.88
		\$ 287,185.67
<u>CHECKS</u>		
AW	Transfer to 3366-----	\$ 10,000.00
	Checking Account Balance	\$ 277,185.67

HUDSON VALLEY COUNTRY CLUB (3062)

	Checkbook Beginning Balance	\$ 7,187.00
<u>ADD</u>		\$ 7,187.00
<u>CHECKS</u>		
	Checking Account Balance	\$ 7,187.00

PUBLIC FUND- BANK CARD (2940)

	Card Balance-----	\$ 981.53
<u>ADD</u>		\$ 981.53

WITHDRAWAL

AW	Quickbooks-----	\$ 41.09
AW	Google---Gsuite-----	\$ 285.45
AW	Mailchimp-----	\$ 10.51
AW	Sweeneys Irshi Pub---Purchase sign-----	\$ 46.22
AW	Mailchimp-----	\$ 28.65
		\$ 411.92

Checking Account Balance \$ 569.61

	CURRENT 9/30/2025	LAST MEETING 8/31/2025	CHANGE
Orange Bank & Trust (3366)-----	\$ 11,341.37	\$ 2,041.37	\$ 9,300.00
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)-----	\$ 580.00	\$ 580.00	\$ -
Orange Bank & Trust Money Market (4593)-----	\$ 277,185.67	\$ 286,657.79	\$ (9,472.12)
Orange Bank & Trust Hudson Valley Country Club (3062)	\$ 7,187.00	\$ 7,187.00	\$ -
Orange Bank & Trust-Public Fund Bank Card (2940)-----	\$ 569.61	\$ 981.53	\$ (411.92)
TOTAL	\$ 301,555.65	\$ 302,139.69	\$ (584.04)