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ASSISTANT TREASURER  
Rachel Silverman, Esq.

**BOARD MEMBERS**

Lynn Archer  
Dr. Diane Eynon  
Michael J. Ham  
Steven L. Kelley, FACHE  
Rachel Silverman, Esq.  
Rashida Tyler  
Kaustubh Wahal

**September 8, 2022 - 9:30 AM**

Legislative Chambers  
County Office Building, 6th Floor,  
244 Fair Street, Kingston, NY 12401

**AGENDA**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of the Minutes – August 4, 2022 Meeting
5. Public Comment (Agenda Items Only)
6. Executive Session (if necessary)
7. Old Business:
  - Review of Administrative Staff Organization
8. New Business - None
9. Adjournment

The mission of the Ulster County Industrial Development Agency is to advance the job opportunities, general prosperity and long-term economic vitality of Ulster County residents by targeting tax incentives, bonding and other assistance to foster creation and attraction of new business and the retention and expansion of existing business.

# Item 2.

## Roll Call

	<u>Present</u>	<u>Absent</u>
Michael J. Ham, Committee Chairman	_____	_____
Lynn Archer	_____	_____
Kaustubh Wahal	_____	_____

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Ulster County Industrial Development Agency

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## ULSTER COUNTY INDUSTRIAL DEVELOPMENT AGENCY GOVERNANCE COMMITTEE MINUTES August 4, 2022

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A special meeting of the Governance Committee of the Ulster County Industrial Development Agency was held on Thursday, August 4, 2022 at 9:00 A.M.

The following committee members were present:

Michael J. Ham                      Committee Chairman  
Lynn Archer  
Kaustubh Wahal

The following Agency members were absent  
with notice:

None

The following additional Agency members were present:

Additional Attendees:  
A. Joseph Scott, III, Esq.    Agency Counsel (via phone)  
Nadene E. Zeigler, Esq.    Agency Counsel (via phone)

The meeting was called to order at 9:07 A.M. by Chairman Ham.

### **PLEDGE OF ALLEGIANCE**

The members of the Committee participated in the Pledge of Allegiance to the flag.

## **ROLL CALL**

Roll was called, and it was noted that a quorum was present.

## **APPROVAL OF MINUTES**

**Motion:** Lynn Archer, seconded by Kaustubh Wahal, moved to approve the minutes of the March 31, 2022 Governance Committee meeting as presented.

**Vote:** The motion was adopted (3-0).

## **PUBLIC COMMENT**

No public comment to be reported.

## **EXECUTIVE SESSION**

No Executive Session.

## **OLD BUSINESS**

None.

## **NEW BUSINESS**

### **Housing Policy Moratorium**

Chairman Ham noted that the Agency has adopted a moratorium regarding the undertaking of housing projects, and that given the current transition to new membership, that the members of the Governance Committee should consider recommending to the full board of the Agency that the moratorium be extended for 3 months. After discussion among the members of the Committee, it was agreed that the Committee would recommend to the full board that the housing moratorium be extended for 3 months.

### **Review of Administrative Staff Structure**

Chairman Ham introduced the topic of the review of the administrative staff structure of the Agency. Mr. Ham noted that the board was currently negotiating contracts for a short-term contract for administrative services and for a consulting company to provide a search for administrative staff. In the meantime, the board of the Agency needed to review various options for the delivery of administrative services. Mr. Ham then indicated that he wanted to go into exempt session to review legal issues and to get the advice of Agency counsel on such

matters. There being no objection by the other committee members, the committee then went into exempt session to review such issues with Agency counsel. The committee went into exempt session at approximately 9:28 and came out at approximately 10:26 A.M. No action was taken while the committee members were in exempt session.

### **ADJOURNMENT**

Motion: Lynn Archer, seconded by Chairman Ham, moved to adjourn the meeting.

Vote: The motion was adopted (3-0).

The meeting was adjourned at 10:31 A.M.

Respectfully submitted,

Michael J. Ham, Committee Chair