

**Orange County Industrial Development Agency**  
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**Board of Directors Meeting Minutes**  
Wednesday, November 15<sup>th</sup>, 2023

**Board Members Present:** Dean Tamburri, Jeffrey Crist, Marc Greene, Dr. Vincent Odock, Giovanni Palladino, Susan Walski

**Board Members Absent:** James Rinaldi

**Staff Present:** Bill Fioravanti, Kelly Reilly, Susan Katzoff (General Counsel, Zoom), Jose Rojas, Acquisitions Marketing (A/V)

**Others Present:** Brian Leentjes, Mike Baier, Rachael Baier (Leentjes / The Castle Fun Center)

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**I. Call Meeting to Order**

Acting Chair Tamburri called the meeting to order at 5:42 p.m.

**II. Roll Call**

Mr. Fioravanti acknowledged the Board and staff members, and guests present.

**III. Proof of Notice**

The Acting Chairman acknowledged that notice of the meeting was duly and properly provided.

**IV. Minutes**

**A MOTION TO APPROVE THE OCTOBER 18<sup>TH</sup>, 2023, OCIDA BOARD OF DIRECTORS MEETING MINUTES AS PRESENTED WAS MADE BY MR. CRIST, SECONDED BY DR. ODOCK, AND PASSED UNANIMOUSLY.**

**A MOTION TO APPROVE THE OCTOBER 27<sup>TH</sup>, 2023, OCIDA BOARD OF DIRECTORS SPECIAL MEETING MINUTES AS PRESENTED WAS MADE BY MR. GREENE, SECONDED BY MS. WALSKI, AND PASSED UNANIMOUSLY.**

**V. New Business**

**Leentjes – STE Extension / Increase:** Counsel introduced the approving resolution to a project April of 2016. She stated that they applied for benefits including STE, MRTE, and a PILOT for renovation of the land and they are looking to make improvements to add a 15k square foot to

the project. They have returned seeking an extension of time to utilize the STE awarded to the first project. Their last request expired in 2022. Counsel referenced the balance unused and noted that the project should utilize those funds by March 2024. The project is seeking to modify the existing space and add an additional floor as well as other changes. They are requesting an increase in the STE because of the delays caused by COVID-19 and related matters which has increased the total project cost. They are for approval of the extension to allow the project to use their remaining STE benefits.

**A MOTION TO APPROVE THE SALES TAX EXEMPTION (STE) EXTENSION REQUEST FOR LEENTJES – THE CASTLE WAS MADE BY MR. PALLADINO, SECONDED BY MR. GREENE, AND PASSED BY UNANIMOUS ROLL CALL.**

**A MOTION TO AUTHORIZE A PUBLIC HEARING FOR LEENTJES – THE CASTLE WITH RESPECT TO THE REQUESTED MODIFICATION AND THE INCREASE IN FINANCIAL ASSISTANCE WAS MADE BY MS. WALSKI, SECONDED BY ACTING CHAIRMAN TAMBURRI, AND PASSED BY UNANIMOUS ROLL CALL.**

## **VI. Reports**

**CEO Report:** Mr. Fioravanti stated that he presented to BOCES and will again present to business officials on December 1<sup>st</sup>, 2023. He noted two upcoming public hearings to held on Wednesday, November 9<sup>th</sup>, 2023, for SAPA Hospitality and Wallkill Living Center which will begin at 2:00 p.m. He also noted that he participated in a N.Y.S. Assembly Task Force and that rebranding work with Capacity Marketing and social media strategy work with Acquisitions Marketing is ongoing. He is looking to present his findings to the full Board at the December 2023 Board meeting.

**Finance Committee:** The Acting Chair reviewed the topics discussed at the finance committee meeting, and the recommendations made for the full Board to review.

## **VII. New Business**

**Accept October 2023 OCIDA Financial Reports:** The Acting Chair asked for a motion to accept this report as recommended by the Finance Committee.

**A MOTION TO ACCEPT THE OCTOBER 2023 OCIDA FINANCIAL REPORTS AS RECOMMENDED BY THE FINANCE COMMITTEE WAS MADE BY MS. WALSKI, SECONDED BY MR. CRIST, AND PASSED UNANIMOUSLY.**

**Approval of the October/November 2023 OCIDA Payables:** The Acting Chair requested a motion to approve the payables report as recommended by the Finance Committee. Mr. Crist noted the improvement of the bottom line.

**A MOTION TO APPROVE THE SEPTEMBER/OCTOBER 2023 OCIDA PAYABLES AS RECOMMENDED BY THE FINANCE COMMITTEE WAS MADE BY MS. WALSKI, SECONDED BY MR. PALLADINO, AND PASSED UNANIMOUSLY.**

**2024 OCIDA Board Meeting Schedule:** Revised to accommodate for Juneteenth, a federal holiday. The meetings will continue to be held on the third Wednesday of each month with the

Finance Committees beginning at 4:00 p.m. and the full Board meetings to be held immediately after.

**A MOTION TO APPROVE THE UPDATED BOARD MEETING SCHEDULE WAS MADE BY THE ACTING CHAIRMAN, SECONDED BY DR. ODOCK, AND PASSED UNANIMOUSLY.**

**401 K Plan Investments for 2023:** Mr. Greene reviewed the overall program and explained that the cost would be split between the OCIDA and OCFC, 84% and 16% respectively with the management fee of \$1,500 and cost per eligible employee fee of \$50. 2024 Deferred Compensation program will be voted upon November of 2024.

**A MOTION TO APPROVE THE 2023 DEFERRED COMPENSATION PLAN FOR A TOTAL COST OF \$63,000 – \$53,000 FOR THE OCIDA, \$10,000 FOR THE OCFC – WAS MADE BY ACTING CHAIR TAMBURRI, SECONDED BY MR. GREENE, AND PASSED UNANIMOUSLY.**

**A MOTION TO APPROVE THE 2024 401 K PROGRAM FOR A 5% MAXIMUM CONTRIBUTION WAS MADE BY ACTING CHAIR TAMBURRI, SECONDED BY MS. WALSKI, AND PASSED UNANIMOUSLY.**

#### **VIII. Adjournment**

**A MOTION TO ADJOURN THE MEETING WAS MADE BY MR. PALLADINO, SECONDED BY MR. GREENE, AND PASSED UNANIMOUSLY.**

**The meeting closed at 6:50 p.m.**