



**Mary Ellen Rogulski, Chairman • John Steinberg, Jr., Vice Chairman • Stephen Brescia, Secretary
Edward A. Diana, Assistant Secretary • Robert J. Schreibeis, Sr. • James DiSalvo • Michael Gaydos
Laurie Villasuso, Chief Operating Officer & Executive Vice President • Vincent Cozzolino, Managing Director
Kevin Dowd, Attorney • Russell E. Gaenzle, Harris Beach • Joel Kleiman, Chief Financial Officer**

Agenda

PLEASE TAKE NOTICE, The Orange County Funding Corporation will hold a regularly scheduled meeting on December 13, 2018 immediately following the Orange County Industrial Development Agency meeting at the **Orange County Business Accelerator, 4 Crotty Lane, Suite 100, New Windsor, New York**, to consider and/or act upon the following:

Order of Business

- **Roll Call**
- **Approval of the minutes from November 14, 2018 meeting**
- **Financial Reports and/or Requests for Payments**
- **Applications/Resolutions**
 - Village of Highland Falls
 - Resolution
- **Other Board Business**
- **Adjournment**

Dated: December 6, 2018

Stephen Brescia, Secretary

By: Laurie Villasuso, Chief Operating Officer & Executive Vice President

ORANGE COUNTY FUNDING CORPORATION

MINUTES

November 14, 2018

A regular meeting of the Orange County Funding Corporation was convened in public session on November 14, 2018 at 3:06 P.M. at the Statutory Committee Room, 3rd Floor Government Center Building, 255 Main Street, Goshen, NY 10924.

The meeting was called to order by Chairman, Mary Ellen Rogulski, and upon roll being called, the following were:

PRESENT: Mary Ellen Rogulski, John Steinberg, Edward Diana, Robert Schreibeis, James DiSalvo, Stephen Brescia, Michael Gaydos

ABSENT: None

ALSO PRESENT: Laurie Villasuso – Chief Operating Officer
Kevin Dowd – IDA Attorney
Joel Kleiman – Chief Financial Officer
Vincent Cozzolino – Managing Director
Melanie Schouten – Program Director
Kelly Reilly – Project Manager
Martha Borrás – Executive Assistant
Christine Cordova – Focus Media
Lisa Sommers – Focus Media
Bill Fioravanti – Orange County
Paul Ruskiewicz – OC Legislature
James Kulisek - OC Legislature

Chairman Rogulski calls to order the regular meeting of the Orange County Funding Corporation, November 14, 2018 Board consists of seven members. There is a quorum.

Roll Call is taken.

Minutes

Review of the October 11, 2018 meeting minutes. Motion made by Mr. Diana, seconded by Mr. Schreibeis, to approve the minutes. Motion carries with all in favor.

Financial Reports and/or Requests for Payment

Mr. Kleiman reviews the income and expense summary, noting that the income YTD balance is \$255,479 and YTD expenses are \$149,658, with revenues exceeding expenses by \$105,821.

The balance in the bank account is \$2,000,516.

Chairman Rogulski asks for a motion to approve the vouchers and payments in the amount of \$10,578.72 for November. Motion made by Mr. DiSalvo, seconded by Mr. Schreibeis, that the Board accept the financial reports, authorize OCFC payments and vouchers. Open for discussion. Affirmative votes of all members present results in motion carried.

Applications/Resolutions

Crystal Run Village, Inc.

Bond Resolution

Mr. Dowd reads aloud the Crystal Run Village, Inc Bond Resolution. Motion is made by Mr. Brescia, seconded by Mr. DiSalvo, accepting resolution to take action with respect to a certain project for the benefit of Crystal Run Village, Inc. Roll call is taken. Mr. Diana abstains. Affirmative votes of six board members results in motion carried.

Other Board Business

Chairman Rogulski informs the board with the departure of Mr. Armistead and the addition of Mr. Gaydos, there will be changes to committees. Going forward the OCFC committees will consist of the following board members:

Finance Committee:

James DiSalvo, Chair

John Steinberg

Edward Diana

Alternate: Mary Ellen Rogulski

Micro-Loan Committee:

James DiSalvo, Chair

John Steinberg

Edward Diana

Alternate: Mary Ellen Rogulski

Adjournment

The meeting is called for adjournment, motion made by Mr. DiSalvo, seconded by Mr. Schreibeis, the time being 3:16p.m.

Mary Ellen Rogulski,
Chairman
John J. Steinberg, Jr.,
Vice Chairman
Stephen Brescia,
Secretary
Edward A. Diana,
Assistant Secretary
Robert J. Schreibeis, Jr.
James DiSalvo
Michael Gaydos



Laurie Villasuso,
Chief Operating
Officer
Vincent Cozzolino,
Managing Director
Joel Kleiman,
Chief Financial
Officer
Kevin Dowd,
Attorney

2019 Funding Corporation Meeting Schedule

Orange County Funding Corporation meetings follow the Orange County Industrial Development Agency meetings. IDA meetings are scheduled for the 2nd Thursday of every month unless otherwise noted, and will be held at the scheduled locations. Meeting date, time and/or location are subject to change with notice on the IDA website.

Date:	Time:	Location:
January 10th	2:00 pm	The Accelerator 4 Crotty Lane, New Windsor, NY 12553
February 14th	2:00 pm	The Accelerator 4 Crotty Lane, New Windsor, NY 12553
March 14th	2:00 pm	The Accelerator 4 Crotty Lane, New Windsor, NY 12553
April 11th	2:00 pm	The Accelerator 4 Crotty Lane, New Windsor, NY 12553
May 9th	2:00 pm	The Accelerator 4 Crotty Lane, New Windsor, NY 12553
June 13th	2:00 pm	The Accelerator 4 Crotty Lane, New Windsor, NY 12553
July 11th	2:00 pm	The Accelerator 4 Crotty Lane, New Windsor, NY 12553
August 8th	2:00 pm	The Accelerator 4 Crotty Lane, New Windsor, NY 12553
September 12th	2:00 pm	The Accelerator 4 Crotty Lane, New Windsor, NY 12553
October 10th	2:00 pm	The Accelerator 4 Crotty Lane, New Windsor, NY 12553
November 14th	2:00 pm	The Accelerator 4 Crotty Lane, New Windsor, NY 12553
December 12th	2:00 pm	The Accelerator 4 Crotty Lane, New Windsor, NY 12553

The Accelerator, Powered by the Orange County IDA
4 Crotty Lane, Suite 100
New Windsor, NY 12553
845-220-2208

Melanie Schouten

From: Regina Taylor <rtaylor@highlandfallsny.org>
Sent: Tuesday, November 13, 2018 2:38 PM
To: Melanie Schouten
Cc: 'Mayor Joe'
Subject: OC Funding Corp mtg Nov 14th
Attachments: MHE RestoreNY proposed fees.pdf

From Mayor D'Onofrio,

Please see attached information regarding engineering costs for the RestoreNY project for which the Village has an application for funding in with the O.C. Funding Corporation. In addition to this information the Village has already expended \$800 for engineer work during our application process for the RestoreNY grant.

Mayor D'Onofrio also would like to inform you that \$10,000 of in kind services will be provided by the Village, based on 500 hours at \$20.00 from work performed on behave of the grant by office staff, to include the Mayor and Clerk, the DPW staff, the attorney and engineers.

If you have any questions regarding this information, please contact Mayor D'Onofrio at 845-446-3400.

Regina Taylor
Village Clerk
Highland Falls, NY 10928
845-446-3400



**McGOEY, HAUSER and EDSALL
CONSULTING ENGINEERS D.P.C.**

MARK J. EDSALL, P.E., P.P. (NY, NJ & PA)
MICHAEL W. WEEKS, P.E. (NY, NJ & PA)
MICHAEL J. LAMOREAUX, P.E. (NY, NJ, PA, VT, VA & CT)
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Principal Emeritus:
RICHARD D. McGOEY, P.E. (NY & PA)
WILLIAM J. HAUSER, P.E. (NY, NJ & PA)

9 November 2018

Village of Highland Falls
303 Main Street
Highland Falls, NY 10928

ATTENTION: JOSEPH D'ONOFRIO, MAYOR AND BOARD MEMBERS

**SUBJECT: PROPOSAL FOR PROFESSIONAL SERVICES- VILLAGE OF HIGHLAND
FALLS RESTORE NEW YORK COMMUNITIES PROJECT**

Dear Mayor D'Onofrio and Board Members,

We are pleased to provide the following proposal for professional services required to assist the Village of Highland Falls with its Restore New York Grant. McGoey, Hauser and Edsall will assist the Village of Highland Falls in grant administration, project design specifications and publically bidding the work. Our office will prepare plans, specifications and bid documents for the project in compliance with grant requirements. In addition to the design and bidding requirements, our office will perform construction reviews for the Village to monitor the successful contractor's compliance with plans and specifications.

The Restore New York Grant includes the rehabilitation of the building facades for 11 properties located along the Village's main street. Our office is familiar with the grant application package submitted and the documents required to move the project forward.

The following tasks were identified to be completed.

Task 1- Grant Administration: McGoey, Hauser and Edsall Consulting Engineers will assist the Village with completion of forms, paperwork and documentation necessary for moving the grant from the approval process to the construction phase. McGoey, Hauser and Edsall Consulting Engineers will work with various local and state agencies in order to complete the grant application, acceptance and award process. Representatives at MH&E will work closely with representatives of the Village of Highland Falls to complete all forms, documents and provide supplemental information requested by outside agencies.

• Regional Office • 111 Wheatfield Drive • Suite 1 • Milford, Pennsylvania 18337 • 570-296-2765 •

ACEC Member

Task 2- Design Phase: McGoey, Hauser and Edsall Consulting Engineers will prepare design plans identifying the facade remediation/improvements identified in the grant application/award. Bid specifications for each of the targeted parcels will be prepared. MH&E is aware that the Village may wish to undertake the project in a phased approach performing work on individual properties at specified time periods. MH&E will identify the necessary scope of work, prepare plans, reports and specifications for public bidding of the improvements.

Task 3- Construction Phase Services: McGoey, Hauser and Edsall Consulting Engineers will provide field representation to provide periodic review of the construction progress. MH&E will work with Village representatives to process payment requests and other documents required for submission to the sponsoring agency.

McGoey, Hauser and Edsall proposed to complete the above referenced tasks at the fees identified below.

Task 1: \$7,750

Task 2: \$52,500

Task 3: MH&E proposed to provide the above mentioned construction representation at an hourly rate in conformance with the attached fee schedule. The estimated construction representation cost is approximately \$7,500.

Although we cannot guarantee the action of approving agencies our office will make every effort to respond to all question raised towards gaining such approvals. For the purpose of scheduling this work this proposal will remain valid for a period of 30 days after which time an extension or new proposal will be required.

Invoicing for this project will be forwarded on a monthly basis or upon completion of each phase of the work and payment is expected within thirty (30) days thereafter; overdue accounts will be charged 1 1/2% interest per month, which shall be due and payable after thirty (30) days. Costs for collection and reasonable Attorney's fees shall be due and payable on delinquent accounts. Our office cannot guarantee that work can be continued should payments become overdue. McGoey, Hauser and Edsall reserves the right to terminate work without liability for consequential or other damages if payment is not received within fifteen (15) days of notice that we intend to stop work for this reason.

The Client agrees to limit the Engineer's liability to the Client and to all the Contractors, persons or firms furnishing services, materials or labor in connection with this Proposal, due to negligent acts, errors or omissions, such that the total aggregate liability of the Engineer shall not exceed the cost of services under this Proposal or Ten Thousand Dollars (\$10,000.00); whichever is less.

The Engineer (McGoey, Hauser and Edsall Consulting Engineers, D.P.C.) shall not, in any way, be responsible for any Contractor's performance or failure to perform in compliance with the plans and specifications nor with any applicable Codes, Rules and Regulations. The Engineer shall in no way be responsible for Contractors' means, methods or techniques of construction, nor safety precautions incident thereto.