

**Orange County Industrial Development Agency**  
4 Crotty Lane  
New Windsor, NY 12553  
(845) 234-4192

---

Governance Committee Minutes  
Tuesday, August 2, 2022

**Due to the declaration of a public health emergency and the social distancing requirements imposed at the Federal, State and local level, this meeting was held in accordance with Executive Order 202.1 by video/telephone conference that was made available to the public.**

---

**Committee Members Present:** Michael Torelli, Dean Tamburri

**Committee Members Absent:** Dr. Vincent Odock

**Other Board Members in attendance:** James Rinaldi

**Staff Present:** Bill Fioravanti, Dennis Brady

---

**I. Call Meeting to Order**

Chairman Torelli called the meeting to order at 5:35 pm.

**II. Roll Call**

Mr. Fioravanti acknowledged all Committee members present.

**III. Pledge of Allegiance**

**IV. Review Requests for Proposals**

**Auditors**

Mr. Fioravanti noted that he has consulted with RBT to ensure the correct language was used for the Audit RFPs. He noted that the RFP explains the selection process, the services required, the term-limits (with a review of the firm after the first year), and the “No Collusion” portion of the RFP. The auditing firms will have four weeks to respond.

**A MOTION TO BRING THE AUDIT RFP TO THE FULL BOARD FOR REVIEW WAS MADE BY MR. TAMBURRI, SECONDED BY CHAIRMAN TORELLI, AND PASSED UNANIMOUSLY.**

## **Marketing and PR**

Mr. Fioravanti gave an overview of what the IDA is looking for in a Marketing firm, specifically to provide their expertise on what the OCIDA's current needs are. He noted some of the goals including the need to attract local companies and expansions and dispelling any myths regarding IDAs. Mr. Fioravanti listed the services that are included in the budget such as printing, and services that would fall outside of the budget including website maintenance. The term-limit for a marketing firm will be one year.

**A MOTION TO PRESENT THE MARKETING AND PR RFP TO THE FULL BOARD FOR REVIEW WAS MADE BY MR. TAMBURRI, SECONDED BY MR. TORELLI, AND PASSED UNANIMOUSLY.**

## **V. Follow-up on Bond Counsel RFP**

Mr. Fioravanti named the final three firms: Hodgson Russ, Hawkins Delafield & Wood, and Harris Beach. Mr. Fioravanti stated that he had interviewed all three and is ready to make a formal recommendation to the full Board at the next OCIDA Board meeting on August 17, 2022.

## **VI. Executive Session**

**THE CHAIRMAN ASKED FOR A MOTION TO GO INTO EXECUTIVE SESSION TO DISCUSS THE THREE FINALIZED BOND COUNSEL FIRMS AND PERSONNEL. THE MOTION PASSED UNANIMOUSLY.**

**THE CHAIRMAN ASKED FOR A MOTION TO HAVE MR. FIORAVANTI MAKE A PRESENTATION AT THE AUGUST 17, 2022, BOARD MEETING ON HIS RECOMENDTION FOR THE BOND COUNSEL RFP. THE MOTION PASSED UNANIMOUSLY.**

## **VII. Adjournment**

There being no further business to discuss, **A MOTION TO ADJOURN THE MEETING WAS MADE BY MR. TAMBURRI, SECONDED BY CHAIRMAN TORELLI, AND PASSED UNANIMOUSLY. THE MEETING CLOSED AT 6:33 PM.**