

**COUNTIES OF WARREN AND WASHINGTON  
CIVIC DEVELOPMENT CORPORATION**

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At the Board Meeting of the Counties of Warren and Washington Civic Development Corporation held on **September 16, 2019** at the Washington County Municipal Center, Fort Edward, New York, the following members were:

**PRESENT:**

Dave O'Brien	Chair
Craig Leggett	Vice Chair
Michael Bittel	Sec/Treasurer
Brian Campbell	At-Large Member/Park Chair/Contracting Officer
Ginny Sullivan	WWIDA/WWCDC Member
Bruce Ferguson	WWIDA/WWCDC Member
Travis Whitehead	WWIDA/WWCDC Member

**ABSENT:**

Matt Simpson	WWIDA/WWCDC Member
Nick Caimano	WWIDA/WWCDC Member
Mike Wild	WWIDA/WWCDC Member

**ALSO PRESENT:**

Alie White	Office Administrator
Kara Lais, Esq.	FitzGerald Morris Baker Firth, PC

The minutes of the meeting were taken by Alie White, Office Administrator. At 6:08, attendance was taken by roll call and confirmed a quorum was still present from the IDA meeting of 4:10 p.m. Ms. Lais led election proceedings. Mr. Bittel made the motion to nominate Mr. O'Brien as Chair and Mr. Campbell seconded. The motion carried as follows:

VOTING:	AYES	NAYS	ABSTAIN	ABSENT
Matt Simpson				X
Dave O'Brien			X	
Michael Bittel	X			
Craig Leggett	X			
Bruce Ferguson	X			
Ginny Sullivan	X			
Nick Caimano				X
Mike Wild				X
Travis Whitehead		X		
Brian Campbell	X			
<b>TOTALS</b>	<b>5</b>	<b>1</b>	<b>1</b>	<b>3</b>

Mr. Bittel then made the motion to nominate Mr. Leggett as Vice Chair and Mr. Campbell seconded. The motion carried unanimously.

**Approval of Payable:**

Mr. Campbell made a motion to approved the CDC Payable, Mr. Ferguson seconded and the motion carried unanimously.

**Old Business:**

*Retention Policy & Transfer of Funds between the CDC and IDA* - Mr. O'Brien stated these items were such as discussed during the IDA meeting.

**New Business:**

*Consent for Hudson Healthwaters to lease basement* – Ms. Lais stated Hudson Healthwaters would like to lease unused storage space in their basement to Saratoga Hospital. The bond purchase agreement considers that to be a default without consent. Mr. Leggett made a motion to approve this consent and Mr. Campbell seconded. The motion carried unanimously.

Mr. Whitehead stated the resolution should have been presented earlier than the meeting and made a motion to receive resolutions earlier for review.

Ms. Lais responded by saying most resolutions do not need to be officially prepared and presented, as many resolutions pass by voice vote and documented in meeting minutes.

Mr. O'Brien stated there are times when last-minute changes to a proposed resolution are decided and would have to be re-drafted.

Mr. Leggett stated this motion restricts the IDA/CDC's ability to operate efficiently.

Mr. Bittel agreed with Mr. Leggett and noted it had previously been discussed with FMBF to have resolutions prepared in a timely fashion.

Mr. Ferguson noted the county practices a resolution to set aside the rules for last-minute resolutions.

Mr. Campbell noted the IDA/CDC would need such rules in place to practice that particular resolution.

Mr. Whitehead withdrew his motion.

**Adjournment:**

There being no further business before the board, Chair O'Brien adjourned the meeting at 6:19 p.m.

 10-21-19  
V.C.