

Rockland County



**INDUSTRIAL DEVELOPMENT AGENCY  
REGULAR MEETING**

**Tuesday, March 28, 2023 – 9:00 A.M.**

**254 S. MAIN ST., SUITE 410, NEW CITY, NY 10956**

**LIVE STREAM: [https://www.youtube.com/channel/UCxB9rFToOYHVNts\\_Rb61uzw](https://www.youtube.com/channel/UCxB9rFToOYHVNts_Rb61uzw)**

A handwritten signature in blue ink, appearing to be "H. Hellman", with the number "4/4" written below it.

**Members Present:** Howard Hellman, Raj Amar, Tim Riley, Peg Zugibe

**Staff:** Steven Porath, Executive Director; Heidi Vandiver, Administrator

**IDA Counsels:** Brian Quinn, Esq.; Ron Grosser, Esq.; Dan Birmingham, Esq.

**Guests:** None

Noting that sufficient advance public notice had been given and there being a quorum present, the regular meeting of the Rockland County Industrial Development Agency was called to order at 9:15 a.m. by Chair H. Hellman.

**Roll Call:**

Present: Howard Hellman, Raj Amar, Tim Riley, Peg Zugibe

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**Call to Order**

Howard Hellman

**Presentation**

- Presentation re: Small Business Services
  - H. Vandiver provided an overview proposing the establishment of a new program designed to provide support services to the County's small business sector.
  - Members asked various questions and discussed the type of programs that would be beneficial and within the capacity of the Agency to oversee.
  - Following discussion, S. Porath explained that H. Vandiver will develop a specific proposal for programs, subject to the board's approval and budget allocation.
  - The board endorsed the initiative and directed that program(s) for small business be established as proposed.

- Presentation by Orange Bank
  - Greg Sousa, representing Orange Bank, provided an overview of the bank's position in response to recent national and global banking issues.

### **Audit & Finance Committee**

- A motion was made by P. Zugibe, seconded by T. Riley to convene the Audit & Finance Committee. All in favor. Motion passed, 4-0.
- The committee reviewed the draft 2022 independent draft audit.
- *A motion was made by T. Riley, seconded by R. Amar, to accept the draft report and recommend its adoption by the board. All in favor. Motion passed, 4-0.*
- Meeting adjourned.

### **Action Items**

- Resolution to Adopt the 2022 independent audit report.
  - *A motion was made by P. Zugibe, seconded by R. Amar to adopt the 2022 independent audit report. All in favor. Motion passed, 4-0.*
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- Authorizing Resolution: Aptar Group
  - S. Porath introduced the project, which involves a request by the applicant for sales tax exemption as part of an expansion project.
  - S. Porath noted that a public hearing had been held and there was no public comment.
  - *A motion to approve the authorizing resolution was made by R. Amar, seconded by T. Riley. All in favor. Motion passed, 4-0.*

### **New Business**

- NYSEDC Sponsorship
  - A motion to approve purchasing a \$1,250 advertisement in the NYSEDC's upcoming annual meeting journal was considered.
  - *A motion was made by T. Riley, seconded by R. Amar, to authorize purchasing an advertisement as noted above. All in favor. Motion passed, 4-0.*

### **Agency Presentation**

- IDA Administrator H. Vandiver provided an overview of a proposal for the Agency to establish small business support programs.
- Due to time constraints, the board asked that the matter be discussed at the next board meeting.

### **New Business**

- There was no new business.

### **Old Business**

- There was no old business.

### **Executive Session**

- *A motion was made by P. Zugibe, seconded by R. Amar, to enter into executive session to discuss personnel and legal matters.*

### **Public Meeting Resumed**

#### **Action Item**

- *A motion was made by T. Riley, seconded by P. Zugibe, to approve changing H. Vandiver's position from part-time to a full-time position, effective April 1, 2023, and naming her Operations Manager. All in favor. Motion passed, 4-0.*

#### **Treasurer's Report**

- 1) The March 2023 financial report was reviewed and approved by the board.

Minutes of the meeting were read by S. Porath and approved by members.

There being no other business, the meeting was adjourned at 10:15 am.