

**COUNTY OF SULLIVAN INDUSTRIAL DEVELOPMENT AGENCY**  
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**MEETING MINUTES**  
**Monday, February 12, 2024**

**I. CALL TO ORDER**

Chairperson Loughlin called to order the regular meeting of the County of Sullivan Industrial Development Agency at approximately 11:07 AM in the Conference Room at Southern Tier Title Agency, 548 Broadway, Monticello, New York 12701.

**II. ROLL CALL**

***Members Present-***

Suzanne Loughlin  
Kathleen Lara  
Carol Roig  
Howard Siegel  
Scott Smith

***Members Absent-***

Philip Vallone  
Paul Guenther (via Zoom)  
Sean Brooks

***Staff Present-***

Ira Steingart, Chief Executive Officer  
Jennifer Flad, Executive Director  
Julio Garaicoechea, Project Manager  
Bethanii Padu, Economic Development Coordinator

***Staff Absent-***

None

***Others Present-***

Walter F. Garigliano, Agency Counsel

**III. APPROVAL OF MEETING MINUTES**

On a motion made by Ms. Lara, and seconded by Mr. Smith, the Board voted and unanimously approved the January 8, 2024 regular meeting minutes.

**IV. BILLS AND COMMUNICATIONS**

Ms. Flad presented the Board with a revised schedule of payments showing twelve payments totaling \$35,356.55. On a motion made by Mr. Siegel, and seconded by Mr. Smith, the Board voted and unanimously approved the schedule of payments.

**V. STAFF REPORT**

There were no questions on the January staff report. Ms. Flad informed the Board the van leased to Catskill Brewery has mechanical issues that are rendering it inoperable. As a result, Loan Committee has determined that the Agency will terminate the lease, repair the van, and sell the van.

**VI. NEW BUSINESS**

On a motion made by Ms. Lara, and seconded by Ms. Roig, the Board reviewed and discussed entering a contract with Grow America to help restructure the **Agency and Sullivan County Funding**

**Corporation loan and lease programs**, and to set up a process to categorize loans by level of risk. Chairperson Loughlin called the motion to question, the Board voted, and the Board unanimously authorized Ms. Flad to enter into contract with Grow America, at an anticipated cost of approximately \$20,000.00.

**VII. PUBLIC COMMENT**

Chairperson Loughlin asked those present for comment. There was none.

On a motion made by Mr. Smith, and seconded by Ms. Roig, the Board entered executive session to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person, current litigation, and the financial and credit history of a specific corporation at approximately 11:21 AM.

On a motion made by Ms. Loughlin, and seconded by Ms. Lara, the Board exited executive session at approximately 12:15 PM.

**VIII. ADJOURN**

On a motion made by Ms. Loughlin, and seconded by Ms. Roig, the Board adjourned the meeting at approximately 12:15 PM.

Respectfully submitted:  
Bethanii Padu, Economic Development Coordinator  
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