



Hudson Valley Regional Council Board of Directors Meeting Minutes

Wednesday, December 4, 2024

4:00 – 5:15 PM

Videoconference via Zoom & In-person at 105 Ann Street, Newburgh, NY

- 1) **Call to Order:** HVRC Board Chairwoman Bridget Gibbons called the meeting to order at 4:03 PM and provided information on how the meeting may be attended. HVRC Executive Director Carla Castillo initiated the roll call to ensure quorum. Once quorum was met, Chairwoman Gibbons asked for a motion to open the meeting.
- 2) **Motion to Open the Meeting:** Meeting was opened at 4:08 PM
 - a. **Motion:** Tracey Bartels, Non-Government Member, Ulster County
 - b. **Second:** Kevin Lynch, Director of Economic Development, Ulster County
- 3) **Chairwoman's Report:** Chairwoman Gibbons gave her report at 4:08PM. Chairwoman Gibbons discussed the one-on-one meetings Economic Development Coordinator Caleb Fine had been scheduling with the Board members. In these meetings the Board member will have a conversation with Ms. Castillo and Chairwoman Gibbons about the achievements of HVRC over the past year and plans for the future.
- 4) **Audited 2023 Financial Statements:** At 4:09 PM Chairwoman Gibbons introduced Justin Wood, CPA, Nugent & Haeussler, PC who conducted the audit of HVRC's 2023 Financial Statements. Mr. Wood spoke about HVRC's final Audited Financial Statements issued on November 13, 2024. HVRC received an unmodified opinion, which is the highest that can be received.
- 5) **Financial & Executive Director's Report:** At 4:31 PM, Chairwoman Gibbons turned it over to Ms. Castillo who gave an update on the financial status of HVRC by providing details on accounts payable and accounts receivable.
- 6) **Financial Updates:** At 4:42 PM, Ms. Castillo provided a report with details on HVRC's 2024 budget and revenues. Discussion included early 2025 revenues, new personnel, and medical insurance cash out.
 - a. **Resolution 2024-05:** At 4:59 PM Ms. Castillo provided information on a resolution to authorize HVRC's 2025 budget. There were no questions. Chairwoman Gibbons asked for a motion to accept and adopt the resolution. Motion was started and the resolution was approved and adopted unanimously at 5:00 PM.
 - i. **Motion:** Torrance Harvey, City of Newburgh Mayor, Orange County
 - ii. **Second:** Nadia Rajs, Legislative Chair, Sullivan County
- 7) **Resolution 2024-06:** At 5:00 PM, Ms. Castillo provided information on a resolution to authorize the 2025 Board meeting schedule. The first meeting will occur in February 2025, a month earlier than 2024. This is so the first meeting is held earlier in the year, but still provides enough time for new board appointments to be made. Additionally, the meetings will be moved to the third week in the month to give members enough time to review meeting material. There were no questions. Chairwoman Gibbons asked for a motion to accept and adopt the resolution. Motion was started and the resolution was approved and adopted unanimously at 5:02 PM.

- a. **Motion:** Nadia Rajsz, Legislative Chair, Sullivan County
- b. **Second:** Torrance Harvey, City of Newburgh Mayor, Orange County

8) **By-Laws:** At 5:02 PM, Ms. Castillo discussed updates that need to be made to HVRC's by-laws to ensure that HVRC is in conformance with NYS Open Meetings Law requirements on quorum. Discussions had been made with Board officers and directors on how to improve the by-laws. A full update to the by-laws will not be possible until early 2025, so Ms. Castillo proposed a resolution to act as a stop gap to meet quorum requirements until a full update can be made. A committee of board members will be formed to address additional changes to be made to the by-laws.

- a. **Resolution 2024-07:** At 5:16 PM, Ms. Castillo provided information on a stop gap resolution to authorize a change in the by-laws to meet NYS Open Meetings Law requirements, current as of 28 May 2024, for the start of the 2025 calendar year. For HVRC's Board of Directors Meetings to occur in conformance with the law, proxies no longer assume voting rights and will not be counted toward quorum. The resolution will strike Article 8 Section G and X alternate of HVRC's by-laws which allow for proxies and designated representatives, respectively. The language will ensure that quorum will comprise of appointed members, and only appointed members will have voting rights. Additionally, the language in Article 5 will change so that it allows for county executives and legislators to appoint a person to HVRC's Board in place of them instead of an automatic appointment. The resolution will put these new practices in place on January 1, 2025. Chairwoman Gibbons requested HVRC staff put together instructions to explain what will need to happen in January once these new procedures go into effect.

Questions:

- Yonkers Director of Planning Jaime Martinez asked about the official procedure for County Executives and Legislators to appoint a representative. Ms. Castillo stated that the Executive or Legislator decides on who they want to appoint and then submits a letter to HVRC on who that appointed member is.
- Yonkers Director of Planning Jaime Martinez asked about the length of the appointments since changes in County Executives and Legislators may be made during election cycles. Ms. Castillo stated that appointment length will be taken into account when updating the full by-laws.

After no more questions were asked, Chairwoman Gibbons asked for a motion to accept and adopt the resolution. Motion was started and the resolution was approved and adopted unanimously at 5:17 PM.

- i. **Motion:** Michael Polasek, Legislator, District 3, Dutchess County
- ii. **Second:** Kevin Lynch, Director of Economic Development, Ulster County

9) **EPA Landfill Contract Snapshot:** At 5:18 PM, Ms. Castillo introduced HVRC Climate Action Planning Manager Mary Lambert. Ms. Lambert gave a presentation on the Climate Pollution Reduction Grant Landfill Program and her trip to Denmark where she met with an expert in landfill biocovers, Peter Kjeldsen of the Danish Technical University, and conduct a site visit. Ms. Lambert gave a background on the differences between biocovers and biofilters and discussed how they worked.

10) **Public Comment:** At 5:25 PM, Chairwoman Gibbons asked for public comment. There was none.

11) **Adjournment:** At 5:25 PM, Chairwoman Gibbons asked for a motion to adjourn the meeting. The meeting was adjourned at 5:26 PM.

- a. **Motion:** Kathleen Abels, Putnam County Economic Development Corporation President, Putnam County
- b. **Second:** Tracey Bartels, Non-Government member, Ulster County

Minutes submitted by Water Resources Coordinator Lauren Bunce.

Minutes reviewed and approved by Board Secretary Torrance Harvey.

The official listing of attendees of the HVRC Board Meeting of December 4, 2024, appears on the following page.

Attendees of the HVRC Board Meeting of December 4, 2024

Quorum met: Yes.

Attending In-Person	Attending Remotely
Kathleen Abels for County Executive Kevin Byrne, Putnam County Putnam County Economic Development Corporation President	Heather Brown, Sullivan County Commissioner of Division of Planning, Community Development, and Environmental Management
Tracey Bartels, Ulster County Non-Government member	Devan Cleary, Dutchess County Largest Urbanized Area member
Bridget Gibbons for County Executive George Latimer, Westchester County Economic Development Director	Althema Goodson, Westchester County Committee Staff for Appointments and Veterans, Seniors & Youth Committees
Kevin Lynch for Director Dennis Doyle (designated representative for County Executive Jen Metzger), Ulster County Director, Ulster County Planning Department	Torrance Harvey, Orange County Mayor of Newburgh
Jaime Martinez for Planning Commissioner Carolina Fonseca (designated representative for Michael Spano, Mayor, City of Yonkers), Westchester County Planning Director, Department of Planning and Development	Lisa Hochman for Legislative Chair Vedat Gashi, Westchester County Legislative Counsel
Michael Polasek for Legislative Chairman Will Truitt, Dutchess County Legislator, District 3	Jenna Nazario for County Executive Ed Day, Rockland County Economic Development and Tourism Director
Michael Specht, Rockland County Supervisor, Town of Ramapo	Nadia Rajs, Sullivan County Legislative Chair
	Eoin Wrafter for County Executive Sue Serino, Dutchess County Commissioner of Planning and Development

Attending via Proxy:

- Ulster County Legislative Chair Peter Criswell
- Rockland County Designated Representative for Legislative Chairman Jay Hood Jr., Legislative & Constituent Liaison to the Chair Vivian England
- Putnam County Legislative Chairman Paul Jonke
- Ulster County, Mayor of Kingston Steve Noble
- Orange County Designated Representative for County Executive Steve Neuhaus, Deputy County Executive Harry Porr
- Orange County Designated Representative for Legislative Chairwoman Katie Bonelli, Legislator Janet Sutherland

HVRC Staff Attending In-Person: Carla Castillo, Eleanor Peck, Mary Lambert, Lauren Bunce