

# **Ulster County Housing Development Corporation**

## **Board of Directors Meeting Minutes Adopted 7.15.25**

**June 17, 2025 4:00 PM**

**County Office Building, Karen L. Binder Library, 244 Fair Street, 6<sup>th</sup> Floor, Kingston, NY**

**Present:** Chairman John Gavaris  
James Amenta  
Hayes Clement  
Dennis Doyle

**Excused:** Joseph Maloney

**Quorum Present:** Yes

**Other Attendees:** March Gallagher – UC Comptroller  
Charles Dinstuhl – UC Comptroller’s Office  
Suzette Haas – UC Attorney’s Office  
Stephanie Bassler - Saugerties  
Marianne Ananew - UC Planning

1. Call to order                      Legislator Gavaris called the meeting to order at 4:00 PM.
2. Roll call                              Legislator Gavaris dispensed with the roll call.
3. Public Comment  
Comptroller Gallagher voiced her displeasure for the meeting materials not being posted online in advance and for the Development Corporations audit not being completed. She added that bank statements had been requested for this organization for 2024-25 and she would like to receive them. Ms. Gallagher also noted that the SOQ for 51 Center Street property says the project is in Kingston when it should say Ellenville.
4. Adoption of Minutes  
Legislator Gavaris asked for the approval of the May 20, 2025 minutes as submitted. Mr. Clement made the motion to approve the minutes. Seconded by Mr. Amenta. All were in favor.
5. Communications and Announcements - None
6. New business
  - a. Use of County Owned Lot at 51 Center Street, Ellenville for Housing  
Mr. Doyle stated we have provided a draft copy of the Ellenville project SOQ to the board. He noted that given this site’s small size it is better suited for homeownership. He informed the board that we will have the Purchasing Department review the document and create the same review committee as before using three members of this board and

other members of the county. Once a decision is made, forward to the Development Corp for the final decision.

There was a discussion on how this property was being handled versus Golden Hill, as to who would be on the committee and how a decision would be made, or who would make the decision if this board didn't. It was stated the whole board should be on the selection committee and if so then some of the review process would have to be held in executive session.

Chairman Gavaris stated this site has been a sore spot for over a decade as the county took over the property and turned it into a parking lot and there have never been any county vehicles parked there. He asked if the site was viable for Residential over Commercial like Ellenville would like to do in the downtown. Mr. Doyle stated he didn't think so because of the zoning and parking requirements.

Mr. Doyle stated the RFP will be issued by the county and then this board will make the decision and asked if anyone had a problem with that. Mr. Gavaris stated he was fine with the proposal and with having County Purchasing taking lead on the process.

Mr. Doyle asked for a motion to allow the RFP to move forward with the understanding that the full board would act as the Committee Review Board. Mr. Doyle made the motion, seconded by Mr. Gavaris. All were in favor.

7. Committee Reports - No Committee Reports

8. Old Business

a. Audit Update

Mr. Doyle stated we should have a final contract back by tomorrow. He noted that RBT has agreed to include attestations at no cost as part of the \$6,000 contract. Mr. Doyle stated that conversations with the Finance Department brought up whether or not we have to file a tax return. Mr. Doyle stated if there is a need, he will come back to the board for that cost.

b. 21 Elizabeth Street Developer Selection Review

Mr. Doyle stated the board requested all materials required to make a determination on the developer and they have been provided. He added we are currently working with the preferred developer to make a presentation to City of Kingston planning board and hold a discussion with the school board. We need to decide if this board will move forward with Maeda Construction. Mr. Doyle summarized the two proposals for this project and what determined the choice of the preferred developer. He noted that the project is in keeping with the neighborhood, homeownership is more acceptable than rental and it fits with the zoning. Mr. Doyle said discussions with City of Kingston have been positive. He also stated that RUPCO will help with marketing, with affordability and they have been working to make sure it meets HCR requirements. Mr. Doyle stated a resolution has not been to the Legislature yet. He added that an ownership model or rental model rests with this board and an award letter is contingent upon this board.

Mr. Doyle called to endorse the preferred developer (Maeda Construction) to keep them moving forward. Motion made by Mr. Amenta, seconded by Mr. Clement.. All were in favor.

Chairman Gavaris asked what was next. Mr. Doyle stated the public hearing has been held so we need a resolution to surplus the property to the Development Corporation and then we'll work on a Purchase and Sale Agreement. Mr. Doyle proposed not taking ownership of the property until the developer has their funding in place as was done with the Pennrose project.

Chairman Gavaris stated he would ask the Clerk of the Legislature to put in a place holder for the Resolution.

9. Set next meeting

**The next meeting will be Tuesday, July 15<sup>th</sup> at 4:00PM**

Mr. Doyle stated he would let the board know about the tax question and noted the developer would be making a presentation to the City's Planning Board in July.

10. Adjournment

Chairman Gavaris called for the meeting to adjourn at 4:25 PM. Motion made by Mr. Clement and seconded by Mr. Amenta. All were in favor.