

**Sunset Lake Local Development Corporation**  
SunsetLakeLDC@co.sullivan.ny.us  
845-807-0147

Lowell Feldman, Chairman  
William Chellis, Vice Chairman  
Michelle Huck, Secretary/Treasurer

Nadia Rajs, Member  
Albee Bockman, Member

**Sunset Lake Local Development Corporation Organizational Meeting**  
**September 30, 2020 at 3:30 PM**

**Present:** William Chellis, Michelle Huck, Lowell Feldman, Albee Bockman, Nadia Rajs,

**Absent:** Joshua Potosek

The Sunset Lake Local Development Corporation Organizational Meeting was called to order by Chairman Feldman at 3:39 pm.

**Approval of Minutes:**

Albee Bockman made a motion to approve the September 24, 2020 minutes, seconded by William Chellis, put to a vote and carried 6-0.

**Discussion:**

**Request for Proposals-**

There was a voluminous discussion among all of the committee members regarding the draft RFP that was disseminated to the Board members for review.

There was agreement to make the following changes to the draft RFP:

- a. Change the section(s) of the RFP that speaks to buying the CHHA to “assume management of the CHHA”; and
- b. Require a \$100,000 refundable application fee; and
- c. Add (g) on page 3 to read “commitment to prioritize county residents along with “the LDC shall consider and rate the respondents, where applicable, the bidder’s”.
- d. Dates to Include:
  - Publication of RFP **October 9, 2020**
  - Questions Due: **October 23, 2020**
  - Addendum (addenda) issued **November 6, 2020**
  - Proposals Due - Bid Deadline **November 20, 2020**
- e. In-person site visits are not currently allowed under the current New York State emergency order. If that executive order is relaxed in-person site visits will be scheduled when requested.

These additions to the draft RFP were agreed upon and approved 6-0 by the board members.

## **D&O Insurance Policy**

Michelle Huck stated that she received two quotes both were a total of \$1,250. She needs to speak to the Risk Management Director because she is not very familiar with insurance and the Director is. She will bring something more firm to the next meeting.

### **Set an Agenda/Date for next Meeting:**

The Board set the next meeting for Monday, October 5, 2020 at 4:30pm.

### **Any other business:**

No other business.

### **Public Comment:**

Ken Walter made a public comment.

Lou Setren made a public comment.

Catherine Scott made a public comment.

### **Adjournment:**

William Chellis made a motion to adjourn, seconded by Michelle Huck, meeting adjourned at 4:36pm.



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Michelle Huck, Secretary