



**Village of Port Chester
Industrial Development Agency
222 Grace Church Street
Port Chester, NY 10573**

Minutes: Wednesday, December 10, 2025

Time: 6:30pm Village Hall Conference Room

1. IDA Roll Call

Motion: Motion to Open Meeting

Initiated: James Taylor

Seconded: Sylvia Dundon

Yes: Richard OConnell, James Taylor, Sylvia Dundon, Daniel Brakewood, Francis (Frank) Ferrara

No: None

Abstain: None

Absent: John Hiensch, George Ford

2. Approval of Minutes

a. Regular meetings October 8 and November 12, 2025

Motion: Motion to Approve Minutes for October 08, 2025

Initiated: Richard OConnell

Seconded: James Taylor

Yes: Sylvia Dundon, Daniel Brakewood, Francis (Frank) Ferrara

No: None

Abstain: James Taylor

Absent: John Hiensch, George Ford

Motion: Motion to Approve Minutes for November 12, 2025

Initiated: Richard OConnell

Seconded: James Taylor

Yes: Sylvia Dundon, Daniel Brakewood, Francis (Frank) Ferrara, James Taylor

No: None

Abstain: None

Absent: John Hiensch, George Ford

**3. Presentation - RMS Properties, potential Westchester Crossing Hotel
Subapplicant - Messrs, Randy and Brandon Salvatore**

- a. [RMS Properties](#) Presentation
- b. Presentation Slides

4. Presentation - Crexi product - Justin M

- a. Crexi - Presentation

5. Chairman's Remarks

- a. Another potential IDA sponsored project for Board consideration

6. AD Report

- a. Ad Report
- b. CoStar/Crexi subscription database discussion
- c. Storrs updated Benchmarking report draft

7. Counsel Update on Project Closings and Incoming Fees

- a. Counsel Memo

8. Planning Director Report

- a. Planning Director Report

9. IT Director Report

- a. IT Director Report

10. Treasurer's Report

- a. Approval of Invoices

Motion: Motion to Approve Monthly Invoices

Initiated: Daniel Brakewood

Seconded: James Taylor

Yes: Richard OConnell, James Taylor, Sylvia Dundon, George Ford, Daniel Brakewood, Francis (Frank) Ferrara

No: None

Abstain: None

Absent: John Hiensch

- b. Agency Financial Snapshot

11. Adjournment

Motion: Motion to Adjourn
Initiated: George Ford
Seconded: James Taylor

Yes: Richard OConnell, James Taylor, Sylvia Dundon, George Ford, Daniel
Brakewood, Francis (Frank) Ferrara
No: None
Abstain: None
Absent: John Hiensch

- a. Next regularly scheduled Board meeting, January 14, 2025