

OTSEGO COUNTY CAPITAL RESOURCE CORPORATION

January 28, 2016

Meeting Minutes

CALL TO ORDER

Chair Joseph Bernier called to order the meeting of OCCRC at 9:28 a.m. at the COIDA offices located at 189 Main Street, Suite 500, Oneonta, NY. Voting members present were Joseph Bernier, Craig Gelbsman, Robert Hanft, Hugh Henderson, James Jordan, Jeffrey Lord, and James Salisbury.

Also in attendance were staff members Sandy Mathes, Elizabeth Horvath, Dawn Rivers, and Joseph Hughes; and agency counsel A. Joseph Scott and Kurt Schulte.

MEETING MINUTES

Minutes from the December 17, 2015 meeting were presented to the Board. Mr. Jordan moved to accept the minutes as written. Mr. Morgan seconded the motion and the minutes were accepted by unanimous voice vote.

TREASURER'S REPORT and BILLS TO BE PAID

Mr. Lord presented the current financials to the Board, noting that there was nothing new in this month's reports. Mr. Lord notified the Board of the money transfer between the IDA and the OCCRC for the Cooperstown and Richfield Springs Plans. The Board also discussed looking into opening a line of credit for the OCCRC. Ms. Horvath presented the bills to be paid. Mr. Bernier moved to approve the financials. Mr. Salisbury seconded the motion and the Board approved the Treasurer's Report and the Bills to be Paid by unanimous voice vote.

CEO's REPORT

Nothing new to report.

REPORT OF THE COMMITTEES

Audit and Finance Committee and Project Committee

Joint Report with the January 28, 2016 COIDA Board

MOTIONS and RESOLUTIONS

Rail Yard SEQRA: Rail Yards Contracts: Delaware Engineering, Elan Planning, Clark Patterson Lee

Mr. Mathes presented to the Board the steps and allocation of costs regarding the Rail Yard project. COIDA and OCCRC would be hiring three firms to complete the four phases of the Rail

Yard plan. Clark Patterson Lee would focus on the development plan, most notably the bridge buildout that has three different designs. Phase 1 and Phase 2 would utilize Delaware Engineering and Elan Planning.

A motion was presented to the Board: The OCCRC authorizes spending to support Phase I and Phase II of the Oneonta Rail Yards Re-Development Project up to \$785,000, including NYS ESD obligation for a 50% reimbursement. Therefore, authorizing a total cost to the OCCRC of \$392,500. The resolution is contingent on the completion and execution of the contract with NYS ESD committing the 50% match with a manageable reimbursement schedule. Mr. Morgan moved, Mr. Lord seconded, and the motion passed unanimously by voice vote.

Mr. Bernier moved to authorize the contract with Delaware Engineering for the Rail Yards, not to exceed \$385,000. Mr. Salisbury seconded and the motion was passed by unanimous voice vote.

Mr. Salisbury moved to authorize the contract with Elan Planning for the Oneonta plan update and housing study, not to exceed \$90,000. Mr. Morgan seconded and the motion passed by unanimous voice vote.

Mr. Morgan moved to authorize the contract with Clark Patterson Lee for the Rail Yards, not to exceed \$95,600. Mr. Salisbury seconded and the motion was passed by unanimous voice vote.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

There was no new business.

EXECUTIVE SESSION

At 10:13 a.m., Mr. Morgan moved to enter Executive Session for the purpose of discussing personnel compensation and performance assessment. Mr. Bernier seconded, and the motion passed. The Board entered Executive Session at 10:14 a.m.

There was no action taken in Executive Session. Mr. Salisbury moved to leave and Mr. Morgan seconded, the Board exited Executive Session at 10:53 a.m.

ADJOURNMENT

The next meeting of the OCCRC Board will take place on February 25, 2016, immediately following the meeting of the COIDA. There being no further business, at 10:56 a.m., the meeting was adjourned.