

COUNTY OF OTSEGO INDUSTRIAL DEVELOPMENT AGENCY

October 27, 2016

Meeting Minutes

CALL TO ORDER

Chair Devin Morgan called to order the monthly meeting of COIDA at 8:08 a.m. at the COIDA offices located at 189 Main Street, Suite 500, Oneonta, NY. Voting members present were Devin Morgan, Robert Hanft (who joined via conference call), Craig Gelbsman (who left the meeting at 8:45), Jeff Lord, Hugh Henderson, Rick Hulse, Jim Salisbury and Jim Jordan.

Also in attendance were staff members Sandy Mathes, Elizabeth Horvath, and Joe Hughes; agency counsel A. Joseph Scott and Kurt Schulte; and intern Natalie May of Hartwick College. Also present was guest Patrick Doyle of Horizon Wind Energy, who joined the meeting at approximately 8:45 a.m. and departed one hour later.

Chairman's Remarks

Mr. Morgan updated the Board concerning the CEO contract. His goal is to distribute the final version to the full Board as soon as possible, with final contract recommendation to emerge from the next Governance Committee meeting.

MEETING MINUTES

The Chair presented the Minutes from the September 22, 2016 meeting to the Board. Mr. Hulse moved to approve the minutes. Mr. Jordan seconded and the motion passed by unanimous voice vote.

TREASURER'S REPORT

Mr. Lord presented the financial reports. Mr. Lord pointed out to the Board a few small variances, notably with consulting fees. Mr. Hulse moved to approve the financials. Mr. Henderson seconded and the motion passed by unanimous voice vote.

BILLS TO BE PAID

Ms. Horvath then presented the Bills to be Paid. The group discussed Mr. Mathes' expense report and decided that, going forward, Audit Committee will review the expense report before

sending to the Chair for his approval. Mr. Lord moved to approve the Bills to be Paid. Mr. Henderson seconded and the motion passed by unanimous voice vote.

COMMITTEE REPORTS

Project Committee

There was no Project Committee this month.

Audit and Finance Committee

The Audit and Finance Committee met on October 13, 2016. Mr. Lord reported on the following matters discussed at the Audit and Finance Committee meeting:

- Dave Rees Marine
 - Mr. Lord and Mr. Schulte updated the committee concerning ongoing discussions with Mr. Rees and his attorney, Janet Thayer, and purchaser Chuck Jones and his attorney, Patti Canner, about the Rees Marine Loan. Mr. Schulte informed the Board that Mr. Rees requested his interest rate be lowered from 7% to 4%. Mr. Lord made a motion to accept the reduced interest rate of 4% contingent upon the terms already approved by the Board; \$50,000 lump sum payment and the balance of the loan repaid, with interest, over time. The IDA would retain its first lien position on the property and keep Mr. Rees as an obligor on the debt until paid off. The IDA will waive the loan application fee that Mr. Jones would ordinarily owe; however, borrowers will still be required to pay the IDA's attorneys fees related to this loan modification request. Mr. Hulse seconded and the motion passed by unanimous voice vote.
- B&B Ranch
- CompDirect USA – discussed in Motions and Resolutions
- COIDA and OCCRC 2017 Budget – discussed in Motions and Resolutions

Mr. Salisbury moved to approve the Audit and Finance Committee minutes. Mr. Gelbsman seconded and the motion passed by unanimous voice vote.

Governance Committee

The Governance Committee met on October 6, 2016. Mr. Morgan spoke about his expectations of the direction of the committee going forward, becoming more involved in staff management and operations.

Minutes for the September 2016 Governance Committee meeting were not completed at the time of this Board meeting.

CEO's REPORT

Mr. Mathes updated the Board on the following matters:

- MVREDC
 - Mr. Mathes gave an update to the Board regarding the \$25 million in ESD grant money. Regions will be put into two categories, performing and underperforming. As of right now, Otsego Now has a \$3 million allotment for the Food Hub project along with \$110,000 for broadband “hot spots”. Others in Otsego County on the priority project list include Toonie Moonie and the Village Hall in Cooperstown.
- Mike Reese
 - Mr. Mathes informed the Board that Mike Reese has been hired as Regional Director for the Mohawk Valley, the position that was until recently held by Ken Tompkins. Mr. Reese and his deputy Allison Nowak visited and toured Otsego Now’s projects on September 30th.
- Rail Yards
 - Mr. Mathes informed the Board that the title came back clean and he anticipates closing on the property next week. He will finalize Ms. Horvath’s draft press release once the acquisition is finalized. Mr. Mathes then hopes that the various consultants working on the Rail Yard property will begin immediately their work on an update to Oneonta’s comprehensive plan, SEQR and a housing analysis, as well as other studies related to the Rail Yards.
- Otsego County Board of Representatives
 - Mr. Mathes and Mr. Morgan will give a presentation to the County Board during their next Board meeting, Wednesday, November 2nd. They will give an update on Otsego now’s current CFA applications and 2015 CFA successes, the TIGER Grant application for the rail yards, and Broadband.
- Broadband
 - Mr. Mathes indicates that Otsego Now would be applying for an 80/20 grant split with Round 2 of Connect NY funding, with approximately 2700 houses eligible. An anticipated Round 3 might offer 100% grant money to fund broadband buildout. Mr. Mathes detailed that over the next three years, Charter has committed to providing broadband to 16,700 homes in New York state.
- DRI
 - Mr. Mathes updated the Board on the latest DRI steering committee meeting. Three main points of emphasis discussed at the meeting were: parking structure improvements, connecting Market Street with Main Street, and improving downtown storefront signage/streetscape.
- Restore-NY
 - Mr. Mathes informed the Board that the application is submitted seeking the full \$500,000 in funding for the 27 Market St property in Oneonta. A first draft of the appraisal of the property has been completed.
- KK&P
 - Mr. Mathes informed the Board of a November 10th meeting at which KK&P will present Phase 2 of their report regarding the Food Hub.
- Bassett Healthcare

- Mr. Mathes spoke on his continued attempts to get an audience to discuss Otsego Now's projects and priorities.

Workforce Training Center Report

Ms. Horvath in Mr. Doyle's absence reported on the following matters:

- WDI Funds – Local Unnamed Employer granted \$17,000 to have in-house training to upskill their internal workforce.
- Workforce Call to Action Event – To be scheduled possibly for January
- Pathfinder/Arc Otsego – Training for direct support professionals
- Mr. Doyle continues to work with WDI to connect to other local employers
- CDBG – Workforce Training Center bootcamp was held on 10/22

MOTIONS AND RESOLUTIONS

Adopt 2017 Budget for Submission to ABO

Ms. Horvath walked through the budget with the Board, giving the most detail concerning costs associated with professional fees and expected grant reimbursements. After a brief discussion the Board asked to remove two line items: expected grant income and anticipated sale of real property for submission to the ABO. Mr. Salisbury then made a motion to approve the 2017 budget. Mr. Hulse seconded and the motion passed by unanimous voice vote.

CompDirect USA

Ms. Horvath updated the Board concerning next steps in pursuing CompDirect USA and associated costs. Mr. Jordan made a motion to take next steps, with legal fees not to exceed \$10,000. Mr. Hulse seconded and the motion passed by unanimous voice vote.

Upcoming Board Meetings

Governance Committee – 11/3 @ 8:00 a.m. in Cooperstown, NY

Project Committee – 11/15 @ 7:30 a.m. in Oneonta, NY

Board Meeting – 11/17 @ 8:00 a.m. in Oneonta, NY

NEW BUSINESS

No new business.

OLD BUSINESS

No old business.

ADJOURNMENT

There being no further business, Mr. Lord motioned to adjourn the meeting at 10:03 a.m., Mr. Salisbury seconded, and the meeting was adjourned.

The next meeting of the COIDA Board will take place November 17, 2016, at 8:00 a.m., at 189 Main Street, Oneonta NY.