

COUNTY OF OTSEGO INDUSTRIAL DEVELOPMENT AGENCY

JUNE 25th, 2026

MEETING MINUTES

CALL TO ORDER

Chair, C. Robinson, called to order the meeting of COIDA at 8:04 am. M. Remillard conducted roll call and determined there was a quorum. Voting members present included:

Cheryl Robinson
Patricia Kennedy (v)*
Craig Gelbsman

Andrew Marietta
Michelle Catan
David Rowley
Tim Johnson (v)*

Also, in attendance:

STAFF

Jody Zakrevsky, **CEO**
Terel Marshburn, **Economic Development Director**
Meaghan Remillard, **Dir. of Finance and Administration**
Jordan Allen, **Administrative Assistant**

(v) – virtual

* - arrived after start of meeting

CHAIR'S REMARKS

Chair, C. Robinson, welcomed fellow board members and staff to the June meetings, moving immediately onto the agenda.

MEETING MINUTES

C. Robinson presented the meeting minutes from the March 26, 2026, COIDA board meeting and June 11th Audit & Finance Committee Meeting Minutes and Project Committee Meeting Minutes. Board members were given a copy of the minutes prior to the meeting for review. D. Rowley noted a correction to be made on the COIDA board minutes prior to approval.

C. Robinson made a motion to approve the March 26, 2026, Board Meeting minutes with the noted correction and the June 11th Audit & Finance Committee Meeting Minutes and Project Committee Meeting Minutes. The motion was seconded by M. Catan and was approved by the remaining members present.

COMMITTEE REPORTS

- Audit & Finance – The Audit & Finance Committee meeting was held on June 11th, 2026. C. Robinson let the draft minutes stand as the report.
- Governance Committee – The Governance Committee meeting was held on January 8th, 2026. The Governance Committee meets quarterly, and the next meeting will take place on August 13th, 2026.
- Projects Committee – The Projects Committee meeting was held on June 11th, 2026. T. Marshburn stated the brush and land clearing in Richfield Springs is done. He added, no further update with DEC on the wetlands, the storm water prevention plan from Sterling will be completed roughly by the end of June.

BILLS & COMMUNICATIONS

M. Remillard stated there is a long list of bills due to not having a board meeting since April. D. Rowley had a question about IOXUS rent payments. M. Remillard stated that IOXUS is one month behind and still owes the June rent payment.

C. Robinson made a motion to approve the payment of bills. M. Catan seconded the motion, and it was approved by the remaining members.

NEW BUSINESS / UNFINISHED BUSINESS

RICHFIELD SPRINGS ECO BUSINESS PARK PRESENTATION

During the presentation J. Zakrevsky quickly reviewed the statistics and history on Richfield Springs Eco Business Park EDA Funding throughout the 25 years.

Below is the link to access the PowerPoint Presentation:

[../.../MEETING MATERIALS/2026/JUN/Board/ida board presentation2.pdf](https://www.townofrichfield.org/MEETING%20MATERIALS/2026/JUN/Board/ida%20board%20presentation2.pdf)

PUBLIC COMMENT

There were no Public Comments for this meeting.

EXECUTIVE SESSION

C. Robinson made a motion to enter executive session with committee members only, under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 8:43 am for the following reasons: To discuss personnel matters.

C. Gelbsman seconded the motion, and it was approved by all board members present. The committee entered executive session at 8:50 am.

There was No Action Taken. The committee exited executive session at 9:07 am

ADJOURNMENT

C. Robinson made a motion to adjourn the meeting of the IDA board at 9:08 am.

UPCOMING MEETING SCHEDULE

- COIDA/OCCRC Audit & Finance Committee Meeting/ Projects Committee Meeting– **July 9th, 2026**
- COIDA/OCCRC Board Meeting – **July 23rd, 2026**

***All meetings are held at the Otsego Now offices at 189 Main Street, Oneonta. NY. 13820, unless otherwise specified.**

DRAFT