

COUNTY OF OTSEGO INDUSTRIAL DEVELOPMENT AGENCY

AUGUST 27th, 2026

MEETING MINUTES

CALL TO ORDER

Vice Chair, D. Rowley, called to order the meeting of COIDA at 8:01 am. M. Remillard conducted roll call and determined there was a quorum. Voting members present included:

Jeffrey Lord
Patricia Kennedy
Tim Johnson

Andrew Marietta (v)*
Michelle Catan
David Rowley

Absent Member(s): Craig Gelbsman & Cheryl Robinson
Also, in attendance:

STAFF

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

GUEST

Rick Manzardo, **Vecino Group (v)^****
Rob Holzman, **Vecino Group ****
Sean Carpenter, **SDA Housing NY, LLC****

(v) – virtual

* - arrived after start of meeting

** - left before end of meeting

CHAIR'S REMARKS

Vice Chair, D. Rowley, welcomed fellow board members and staff to the August meetings, moving immediately onto the agenda.

PRESENTATION OF SDA HOUSING NEW YORK, LLC

Sean Carpenter of SDA, spoke about the housing development in Cooperstown, N.Y. Mr. Carpenter provided a brief overview of his extensive experience as an affordable housing developer, having completed 54 projects across 21 states. He expressed his enthusiasm and bringing the first affordable housing development in Cooperstown in many years. The Board asked questions regarding the construction timeline, PILOT timeline, and any updates on the development.

MEETING MINUTES

D. Rowley presented the meeting minutes from the July 23, 2026, COIDA board meeting and August 13th Audit & Finance Committee Meeting Minutes, Governance Committee Meeting Minutes, Special Board Meeting Minutes, and Project Committee Meeting Minutes. Board members were given a copy of the minutes prior to the meeting for review.

D. Rowley made a motion to approve the meeting minutes. The motion was seconded by T. Johnson and was approved by the remaining members present.

COMMITTEE REPORTS

- Audit & Finance – The Audit & Finance Committee meeting was held on August 13th, 2026. J. Lord, Chair of the Committee, let the draft minutes stand as the report.
- Governance Committee – The Governance Committee meeting was held on August 13th, 2026. The Governance Committee meets quarterly, and the next meeting will take place on December 10th, 2026.
- Projects Committee – The Projects Committee meeting was held on March 12th, 2026. T. Marshburn stated he is meeting with Cindy Falk, Cooperstown Deputy Mayor to discuss the Tunnick Hotel in Cooperstown. Additionally, he is still determining a date for the ribbon cutting in Richfield Springs.

BILLS & COMMUNICATIONS

M. Remillard stated there was an expense from M Silber Design for the sign in Richfield Springs Business Park. She also mentioned Admin PILOT Fee's will begin to come in, as they were billed in August.

D. Rowley 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

New Board Member: M. Catan asked if there was any update on bringing in a new Board member in the future. M. Remillard proposed M. Catan resend the Board members the three (3) suggestions from the June Board Meeting. If anyone has additional candidates, they can be discussed at the September Board Meeting.

EXECUTIVE SESSION

T. Johnson made a motion to enter executive session with committee members only, under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 9:11 am for the following reasons: To discuss the proposed acquisition, sale or lease of rental property.

J. Lord seconded the motion, and it was approved by all board members present. The committee entered executive session at 9:11 am.

There was No Action Taken. The committee exited executive session at 9:15 am.

PUBLIC COMMENT

There were no Public Comments for this meeting.

ADJOURNMENT

D. Rowley made a motion to adjourn the meeting of the IDA board at 9:15 am.

UPCOMING MEETING SCHEDULE

- COIDA/OCCRC Audit & Finance Committee Meeting / Projects Committee Meeting– **September 10th, 2026**
- COIDA/OCCRC Board Meeting – **September 24th, 2026**

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