

# COUNTY OF OTSEGO INDUSTRIAL DEVELOPMENT AGENCY

JANUARY 22<sup>nd</sup>, 2026

## MEETING MINUTES

### CALL TO ORDER

Chair, C. Robinson, called to order the meeting of COIDA at 7:57 am. M. Remillard conducted roll call and determined there was a quorum. Voting members present included:

Jeffrey Lord  
Craig Gelbsman  
Cheryl Robinson

David Rowley  
Andrew Marietta

Absent Board Member(s): Blake Elliot, Tim Johnson, Patricia Kennedy

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

### MEETING MINUTES

C. Robinson presented the meeting minutes from the December 11, 2025, COIDA board meeting and January 8<sup>th</sup> Audit & Finance Committee Meeting Minutes, Governance Committee Meeting Minutes, and Project Committee Meeting Minutes. Board members were given a copy of the minutes prior to the meeting for review.

C. Robinson made a motion to approve the meeting minutes. The motion was seconded by J. Lord and was approved by the remaining members present.

## COMMITTEE REPORTS

- Audit & Finance – The Audit & Finance Committee meeting was held on January 8<sup>th</sup>, 2026. J. Lord, Chair of the Committee, referred board members to the draft of the meeting minutes that had been provided to them.
- Governance Committee – The Governance Committee meeting was held on January 8<sup>th</sup>, 2026. The Governance Committee meets quarterly, and the next meeting will take place on April 9<sup>th</sup>, 2026
- Projects Committee – The Projects Committee meeting was held on January 8<sup>th</sup>, 2026. C. Robinson referred board members to the packet that has been provided for them.

## BILLS & COMMUNICATIONS

M. Remillard stated that in the list of bills was a deposit from May Enterprises for the land purchase in the Oneonta Railyards. Along with a payment to Sterling Environmental Engineering for site clearing in Oneonta Railyards.

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

## NEW BUSINESS / UNFINISHED BUSINESS

**Capital Energy Consulting Contract:** J. Zakrevsky stated that the agency received a proposal from Capital Energy Consulting in overseeing a study for sufficient power supply to Otsego County. He explained that he will investigate funding from Empire State Development and will have an update for the board at the next Project's meeting.

**T. Armao Resignation:** A. Marietta noted the dedication, time, and commitment T. Armao has made to the agency. Since T. Armao moved to Delaware County and no longer able to serve, C. Robinson wanted to thank T. Armao for his services to the agency.

**Board Member:** C. Robinson will send a letter to Ed Fraiser regarding a future new board member in terms of what gaps need to be filled; whether it's location in the county, representation, or a skill that the board might be lacking.

## EXECUTIVE SESSION

D. Rowley made a motion to enter executive session with board members only, under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 8:15 am for the following reasons: To discuss sale of property. C. Robinson seconded the motion, and it was approved by all board members present. The committee entered executive session at 8:15 am.

There was No Action Taken.

The committee exited executive session at 8:44 am.

A motion made by D. Rowley and seconded by J. Lord to sell a second lot at the Richfield Springs Business Park to Cynthia Andela at the appraised value.

## **PUBLIC COMMENT**

There were no Public Comments for this meeting.

## **ADJOURNMENT**

C. Robinson made a motion to adjourn the meeting of the IDA board at 8:45 am.

## **UPCOMING MEETING SCHEDULE**

- COIDA/OCCRC Audit & Finance Committee Meeting / Projects Committee Meeting – **February 5<sup>th</sup>, 2026**
- COIDA/OCCRC Board Meeting – **February 26<sup>th</sup>, 2026**

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