**COUNTY OF OTSEGO INDUSTRIAL DEVELOPMENT AGENCY**

**FEBRUARY 22, 2018**

**MEETING MINUTES**

**CALL TO ORDER**

Board Chairman, Richmond Hulse, Jr., called to order the meeting of COIDA at 8:00am at the Otsego Now offices located at 189 Main Street, 5th floor, Oneonta, NY. Voting members present were Jeffery Joyner, Craig Gelbsman, Tom Armao, Cheryl Robinson, and Sarah Harvey.

Also in attendance were staff members Jody Zakrevsky and Meaghan Marino, agency counsel Kurt Schulte, bond counsel Joe Scott, Steven Fink and Ethan Sena of SummerTech (both departed at 9:00am), Douglas H. Zamelis, Richfield Springs Youth Sports President Len Pickens, Cindy Klemm of Richfield Springs Youth Sports, Mary Beth Bianconi and Kevin J. Schwenzfeier of Delaware Engineering (arrived at 9:16am and departed at 10:02am), Bryan Shaughnessy (departed at 9:05am) and Albert Colone (departed at 9:05am).

**CHAIRMAN’S REMARKS**

Chairman, R. Hulse, immediately turned the floor over to Steven Fink and Ethan Sena, of SummerTech, who were present to give a presentation to the board on Coditum

**CODITUM PRESENTATION**

Steven Fink and Ethan Sena presented the board with their company Coditum that they hope to bring to Otsego County. Coditum offers coding classes to children between the ages of 8-17. So far, Steven and Ethan have met with J. Zakrevsky several times, both Hartwick and SUNY Oneonta, BOCES, and the Oneonta School District Superintendent. Based on the overwhelming positive feedback they received from those meetings, J. Zakrevsky and R. Hulse wanted them to present to the board to see if they would get on board with finding financial backing to bring these classes to the kids of Otsego County. They went over the 6-year curriculum; first they teach the children coding, second, they develop the children into leaders, by giving them learning and communication skills, third they apply real world applications, and finally, they can apply what they’ve learned and enter the workforce.

J. Zakrevsky spoke about the financing aspect of Coditum. It will be hard to secure grants, as grants usually entail immediate results and Coditum is a 6-year curriculum. Coditum has agreed to put up its own money to start the program. They would teach and house college kids over the summer, so that they may start training kids in the Fall 2018 school year. To get the ball rolling for Fall 2018, Coditum would need to start recruiting college kids within the next month.

At the end of Steven and Ethan’s presentation, the board and determined they would finish the discussion on financing for Coditum later during the ‘New and Unfinished Business’ portion of the meeting.

**EXECUTIVE SESSION**

R. Hulse made a motion to enter executive session, with board members and J. Zakrevsky only, under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 9:04am for the following reasons: To discuss contracts. The motion was seconded by J. Joyner and approved by all members present. The board entered executive session at 9:05am.

No action was taken during executive session.

Later, Mr. Hulse made a motion to enter back into public session; C. Robinson seconded, and all members approved. The board exited executive session at 9:16am.

**DELAWARE ENGINEERING PRESENTATION**

Mary Beth Bianconi updated the board on the progress of the GEIS study for the redevelopment of the Oneonta Rail Yards. Delaware Engineering attended the Oneonta Common Council meeting on February 20th. The purpose was for the Common Council to accept the Draft Scoping document for public review, and to resolve to conduct a public comment period and scoping workshop. The common council could not agree on a venue for the workshop, so this should be determined by the next common council meeting. Possible venues included Greater Plains and Riverside elementary schools. Board members worried that this might set back the timeline for the GEIS, but Mary Beth assured them this won’t affect it. The longest part of this process will be preparing the draft GEIS.

She spoke about NYSEG and her attempts to get the natural gas and electric capacities for the site. She advised that NYSEG has an easier time advising what they can provide when they are given numbers of what a potential company would need to operate successfully. However, since it in unclear, as of now, what type of company will go into the Rail Yards, NYSEG is reluctant to give a number with the top capacity that they can provide.

The board advised M. Bianconi that if there is any way to compress the timeline of the GEIS, and if the board can help in any way, to advise as soon as possible.

**CEO’S REPORT**

J. Zakrevsky asked if the board had any questions regarding his director’s report for the month of February. This report had previously been given out at the February 15th Projects Committee Meeting.

J. Zakrevsky updated the committee on the public hearing for the Rail Yards that was held on February 21, 2018. The only person to attend the public hearing, besides Otsego Now staff and counsel, was Barbara Ann Heegan, President of the Otsego County Chamber of Commerce.

**RESOLUTIONS AND MOTIONS**

J. Scott went over the timeline for the lease/leaseback transaction associated with the Oneonta Rail Yards Local Development Corporation Project. The purpose of the public hearing was to eliminate real property taxes (PILOT). He went over the SEQR Resolution and the Approving Resolution.

SEQR Resolution for Rail Project

Type II action. C. Gelbsman made a motion to approve the SEQR Resolution. C. Robinson seconded, and all members approved.

Approving Resolution for Rail Project

Approving the company’s project and the proposed financial assistance. J. Joyner made a motion to approve the Approving Resoution. T. Armao seconded, and all members approved.

**MEETING MINUTES**

R. Hulse presented the meeting minutes from the January 25th Board meeting, the February 1st Reorganization Committee meeting, and the February 15th Projects Committee meeting. C. Gelbsman moved to approve the minutes. S. Harvey seconded the motion, and all minutes were approved by unanimous voice vote.

**TREASURER’S REPORT**

J. Lord was absent from the meeting, so there was no report from the treasurer. J. Zakrevsky did update the board that he and M. Marino are working on a new profit/loss statement, to compare with the budget, that will be presented to board members at Audit and Finance Committee meetings and Board meetings moving forward.

**BILLS TO BE PAID**

M. Marino went over the bills to be paid, and the deposits that have been made in the past month. There was nothing unusual about the bills to be paid, or the deposits that were made. Most of the bills for the month of February were approved at the February 15th Projects Committee meeting. Since that meeting, there were only three new bills to approve, and no deposits were made in that time. J. Joyner moved to pay the bills, C. Robinson approved the motion, and the motion was approved by unanimous voice vote.

**COMMITTEE REPORTS**

* GOVERNANCE COMMITTEE

There was no Governance Committee meeting in the month of February 2018.

* AUDIT AND FINANCE COMMITTEE

There was no Audit & Finance Committee meeting in the month of February 2018.

* PROJECTS COMMITTEE

The Projects Committee meeting took place on February 15, 2018. Projects Committee Chair, S. Harvey, briefly spoke on the following item from that meeting:

* Z675 Village of Cooperstown Master Plan and Z982 Richfield Springs Comprehensive Planning Study – both grant disbursements were signed and sent out. We should expect payments on these in the next three to four months

**NEW BUSINESS**

Attorney Douglas H. Zamelis spoke on behalf of Richfield Springs Youth Sports. They have a desire to sign a lease at the IDA owned property in Richfield Springs; similar to the lease that the Oneonta Youth Soccer Association has with the IDA. The board advised the group on the financial obligations that come with maintaining the fields, that OYSA pays for the soccer fields. D. Zamelis advised they are filing for CFA this year, as they missed the deadline last year. J. Zakrevsky advised that there is still a company interested in the property, but they would be interested in only utilizing a section of the property and allowing RSYS to continue using the other portion. The board asked D. Zamelis to keep them updated on the status of the CFA.

**UNFINISHED BUSINESS**

Coditum – The board brought up the subject of Coditum again from earlier in the meeting. T. Armao questioned who is going to be running it. It was presented as a self-sustaining operation, where the kids learn and go on to teach the new students. However, it still needs administration. The board had suggested asking Senator Seward for funds, but we need a clear direction of who will be running administration and running finance first. J. Scott advised that we want to get a funding contract and an administration contract to make sure that the ball doesn’t drop if we take this on. The next steps are for J. Zakrevsky to get a full budget for the first six years of the program (he currently only has the first three years). We also need to get Senator Seward engaged ASAP, if we’d like his involvement. Since work force development is a large part of his campaign, it could be something that he announces at his summit. J. Zakrevsky advised he would invite the Senator to a meeting and the board asked to invite them, if needed. The Otsego County Chamber has attended most of the meetings with Coditum. So, in terms of financing, it was suggested that the Chamber could be involved in sending out information to local businesses regarding funding/sponsorships for the program. Further decisions will be made at the March Projects Committee and March board meeting.

**ADJOURNMENT**

There being no further business to discuss, R. Hulse motioned to adjourn the meeting at 10:04am. C. Robinson approved, and the meeting was adjourned.

**UPCOMING MEETING SCHEDULE**

* Audit & Finance Committee Meeting / Projects Committee Meeting – March 8, 2018 at 8:00am.
* COIDA/OCCRC Board Meeting – March 22, 2018 at 8:00am.

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