

COUNTY OF OTSEGO INDUSTRIAL DEVELOPMENT AGENCY
September 27, 2018

MEETING MINUTES

CALL TO ORDER

Chairman, Richmond Hulse Jr., called to order the meeting of COIDA at 8:02am at the Otsego Now offices located at 189 Main Street, 5th floor, Oneonta, NY. Voting members present were Richmond Hulse Jr., Jeffery Joyner, Tom Armao, Jeffrey Lord, Patricia Kennedy, Cheryl Robinson, Craig Gelbsman, and Andrew Marietta (arrived at 8:18am)

Otsego Now staff members present were; CEO Jody Zakrevsky, Administrative Director Meaghan Marino, and COIDA/OCCRC counsel, Kurt Schulte.

Guests in attendance were; Peter Oberacker (Otsego Co. Board), Steve Smith (Mohawk Valley Economic Development District. Departed at 9:17am), Albert Colone (GO-EDC. Departed at 9:17am), Tim Johnson (Otsego Electric Cooperative. Departed at 8:37am) and Tracy Ledder (Delaware Engineering. Departed at 8:13am).

CHAIRMAN'S REMARKS

Chairman Richmond Hulse Jr. welcomed fellow board members and guests of the meeting. In lieu of comments, he moved immediately into the agenda.

GUEST PRESENTATIONS*

- Tracey Ledder, Senior Project Leader for Delaware Engineering, addressed the board on the wetlands in the Oneonta Rail Yard. She provided a draft, detailed map outlining the locations of the wetlands, trails, and roads through the Rail Yards. She also provided an updated timeline on the SEQR process.
- Steve Smith, MVEDD, addressed the board on the agriculture loan fund. He had presented on the loan fund in the past. Some projects that they are currently funding include Sharon Springs Beekman 1802 Mercentile and Paperkite's renovation.
- Tim Johnson, CEO of Otsego Electric Cooperative, addressed the board on the 800 approximate miles of fiberoptic broadband being placed through Otsego County. As of now, 200 miles has been completed and another 500 miles will be completed in the next 12-14 months. Tim also explained the different packages that will be offered to residents once it becomes available.

MEETING MINUTES

R. Hulse presented the meeting minutes from the August 28th COIDA board meeting. Board members were giving a copy of the minutes prior to the meeting to review. There being no corrections to be made, J. Lord made a motion to approve the meeting minutes. C. Robinson seconded the motion and it was approved by the remaining members.

TREASURER'S REPORT

Treasurer, J. Lord briefed the board on topics from the September 13th Audit & Finance meeting. Board members were given a draft copy of the minutes from the September meeting as a review of the committee. Some items that were discussed in that meeting included; the fee structure for OCCRC bond financing, the reimbursement for the Upper Susquehanna Regional Agriculture Center study, and late fees on rental payments. Members were also given a copy of the September CFO's report and J. Zakrevsky's amended budget.

BILLS TO BE PAID

M. Marino provided a report reviewing the bills to be paid, and the deposits that have been made since the September Audit & Finance meeting. There was nothing out of the ordinary for the checks or deposits. The largest expense was Otsego Now's rent payment for the month of October. All others were normal operating expenses and income. T. Armao made a motion the pay the bills presented. Jeff J. seconded the motion was approved by the remaining members.

COMMITTEE REPORTS

❖ GOVERNANCE COMMITTEE

Because Governance meetings are held quarterly, there was no Governance meeting in September. The next Governance committee meeting will be held in December, 2018.

❖ AUDIT AND FINANCE COMMITTEE

The Audit and Finance Committee meeting was held on September 13th. Please refer to the 'Treasurer's Report', as the report for the Audit and Finance Committee.

❖ PROJECTS COMMITTEE

The Projects Committee meeting took place on September 13th. The board was given a draft copy of the meeting minutes from that meeting as a reference of the on-going project activities.

T. Armao made a motion to approve the report of the committees. C. Robinson seconded, and the committee reports were approved by remaining board members.

CEO'S REPORT

J. Zakrevsky updated the board on the following projects:

- Otsego Now Workshop – J. Zakrevsky updated the board on a half-day workshop that was held in the Otsego Now offices between J. Zakrevsky, M. Marino, C. Robinson, C. Gelbsman, and T. Armao. In the workshop, C. Robinson discussed ways to prioritize time spent on projects and offered suggestions on how best to approach the board with new ideas and initiatives. A regularly updated project tracker, with detailed descriptions of each current project, would help to prioritize J. Zakrevsky and M. Marino's time when delegating tactical and strategical items.
- Custom Electronics – A \$750,000 grant was approved by the NYS Division of Homes and Community Renewal. We are now awaiting an announcement that the grant was awarded.
- Coditum – A third version of the ARC grant application was submitted for review. They had requested a support letter from Springbrook, that the organization was committed to backing the project. That letter was received and submitted.
- Roundhouse Road – Bond counsel, Joe Scott, advised J. Zakrevsky and the city that the city could use public funds for the use of economic development. Based on this, City of Oneonta Mayor Gary Herzig, is having city engineers prepare cost estimates for resurfacing Roundhouse Road. Otsego Now will then need to ask the City Council for financial support.
- Bassett Hospital/Templeton Foundation – Two public hearings were held; one for Bassett Hospital bond refinancing in Cooperstown. The other was for the Templeton Foundation's bond refinancing in Oneonta. Board members will vote on the inducement resolutions during the board meeting of the OCCRC.
- TENTERR – Due to the rainy summer, TENTERR had less campers this season than they anticipated. They have shut down their Oneonta site and only a skeleton crew remains through the winter. The company has also gone through some major changes in their upper management.
- Proposed Hotel Development – the IDA was contacted by Scalfone Law who is representing the developer considering building a hotel just outside of Cooperstown. They are gathering information on PILOT and sales tax exemptions for their project. They will also consider Community Development Block Grants.
- Job Posting Bulletin Board – J. Zakrevsky and M. Marino met with ISD about the idea of setting up an interactive job posting bulletin board on the Otsego Now website. ISD advised they would look into the idea and hopefully J. Zarevsky can update the board at the October board meeting.
- Solar Array – Delaware River Solar examined three of the IDA's industrial parks to see if any of them would be optimal sites for a solar array. Out of the three, they recommended Pony Farm as the best fit for potential development.
- Stiches and Ink – The company, which provides commercial printing and silk screening, is looking to purchase, renovate, and equip a facility in downtown Oneonta and has applied for PILOT and sales tax exemption assistance. They also currently operate Decker Advertising in Delhi, NY. Whereas their Delhi operation is more about printing newsprints, their Oneonta facility would be for manufacturing needs. Board members will vote on authorizing a public hearing for the project during 'Resolutions and Motions' of the agenda.

RESOLUTIONS AND MOTIONS

Public Hearing Resolution – Stitches & Ink, Inc. Project

Although a public hearing may be unnecessary for this project, the board agreed to vote on the public hearing resolution while there was a full quorum. Should J. Zakrevsky submit his final calculations and the benefits to Stitches & Ink not exceed \$100,000, there will not be a public hearing on the project.

J. Joyner made a motion to approve. T. Armao seconded, and the motion was approved by all members.

NEW BUSINESS / UNFINISHED BUSINESS

A. Marietta questioned the meeting minutes from the September 13th Projects meeting, asking where there was mention of him bringing up the late fees associated with rental/loan payments. M. Marino explained that the topic was covered in the Audit & Finance meeting and can be found in those minutes. Because the minutes have not been approved by the board yet, A. Marietta still has time to review them and submit and corrections to M. Marino prior to October 11th.

R. Hulse asked for further updates on Coditum after he had a conference call with David Bliss, Otsego Co. Board Chair, and Nick Savin, Superintendent for Boces. R. Hulse advised that Nick Savin is on board with Coditum and wants the program to be successful for the county. P. Kennedy advised the group that Springbrook has committed to taking on the program and running it out of one of its Oneonta facilities.

EXECUTIVE SESSION

C. Robinson made a motion to enter executive session with board members and IDA staff and counsel under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 9:17am for the following reasons: the sale or purchase of property. The motion was seconded by P. Kennedy and approved by all members present. The board entered executive session at 9:17am.

No action was taken during executive session.

C. Robinson made a motion to enter back into public session; T. Armao seconded, and all members approved. The board exited executive session at 9:23am.

ADJOURNMENT

There being no further business to discuss, T. Armao motioned to adjourn the meeting at 9:26am. C. Robinson seconded, and the meeting was adjourned.

UPCOMING MEETING SCHEDULE

- Audit & Finance Committee Meeting / Projects Committee Meeting – September 13th, 2018 at 8:00am.
- COIDA/OCCRC Board Meeting – September 27th, 2018 at 8:00am.

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