

**COUNTY OF OTSEGO INDUSTRIAL DEVELOPMENT AGENCY
OTSEGO COUNTY CAPITAL RESOURCE CORPORATION**

**PROJECTS COMMITTEE
OCTOBER 11, 2018
MEETING MINUTES**

CALL TO ORDER

The COIDA's and OCCRC's joint Audit & Finance Committee meeting was called to order at 8:25am at the Otsego Now offices located at 189 Main Street, Suite 500, Oneonta, New York. Committee members present were Tom Armao, Patricia Kennedy, Jeffery Joyner (departed at 8:53am), Craig Gelbsman, and Andrew Marietta. Otsego Now staff present included; CEO, Jody Zakrevsky and Dir. of Finance and Administration, Meaghan Marino. Agency Council, Kurt Schulte (departed at 9:05am), was also in attendance.

CHAIRMAN'S REMARKS

Projects Chair, Cheryl Robinson, was absent from the meeting. Committee member, T. Armao welcomed fellow board members and moved immediately into the agenda.

MEETING MINUTES

T. Armao requested a motion to approve the September Project Committee meeting minutes. Board members were given a draft copy of the minutes prior to the meeting for review. J. Joyner made a motion to approve the meeting minutes. C. Gelbsman seconded the motion and the motion was approved by remaining board members.

CEO REPORT OF PROJECTS

J. Zakrevsky provided members with his Director's Report of activities from September 27th – October 10th. He discussed in more detail the following items:

- **Mary Imogene Bassett Hospital/Templeton Foundation.** We received a notice of election to prepay the Series 2015 Bond issued by the OCCRC to Bassett Hospital. Also, both Bassett and the Templeton Foundation, would like to close on the bond issuances by November 9th. The board will vote on the bond issuance at the October 25th board meeting. The Otsego County board will vote on the same issue at their November 7th meeting.

- **Custom Electronics.** We've received the award letter and contracts from the NYS Office of Homes and Community Renewal to the Town of Oneonta awarding the \$750,000 grant. J. Zakrevsky is working on a sub-recipient agreement between the IDA and the Town of Oneonta to administer the grant, as well as a security agreement between the IDA and Custom Electronics. The environmental review of the expansion will begin shortly. J. Zakrevsky has advised Custom Electronics to not spend any money on the project yet.
- **Coditum.** J. Zakrevsky and M. Marino have a meeting with Southern Tier 8 this afternoon to go over a few more details of the ARC application before they submit it for full review.
- **Roundhouse Road.** The City Manager indicated that, due to the work load of the City of Oneonta crews, they will not be able to do any work on Roundhouse Road before the end of the year. There is the option for the IDA to hire our own crews to do the work.
- **General Electric.** J. Zakrevsky has a meeting scheduled with John Catillaz of GE's Powers Distributed Energy Solutions Group. He is hopeful that John can work with us to find a community solution to our energy problems in Otsego Co.
- **Open House.** A collaborative open house between Otsego Now, Southern Tier 8, SBDC, the Chamber, and CADE is tentatively scheduled for December 6th in the morning. Some board members suggested that the NBT/Chamber event be held here, as an evening reception. J. Zakrevsky advised he would discuss with Barbara Ann.
- **Richfield Springs.** The neighbor to the IDA's Richfield Springs property has requested permission to access our land to trap beavers that dam up the trench leading to his property. K. Schulte provided a license agreement indemnifying the IDA of any liability and the neighbor received the necessary permits to trap the beavers (outside of season) and disrupt the dam. This conversation led T. Armao to ask J. Zakrevsky if he had heard anything regarding the zoning variances in Richfield Springs and how they are/will affect Andela. He advised that he has not heard from Andela as of late but will reach out and hopefully provide an update at the board meeting.

NEW/UNFINISHED BUSINESS

T. Armao requested information from A. Marietta on the Energy Committee that the county is working on. He wondered if the plan was to follow Tompkins County lead and cautioned that the group will need industry representation. A. Marietta advised that NYSERDA has a suggested process and that it is still very early in the planning for the group. He agreed that the task force will need to be comprised of individual's representing various interests in the county.

The conversation quickly went from the energy committee to NYSEG. P. Kennedy asked J. Zakrevsky to explain the NYSEG process and what the next steps will be if we are awarded the grant. After a brief discussion, P. Kennedy asked that we compile a list of all the "what ifs" and questions that will inevitably arise upon the award of the grant for the decompressor station. This way, no matter the award outcome, the board will have a clearer understanding of what decisions will have to be made next.

P. Kennedy also advised that at the October board meeting she will bring the idea to the full board that we should formalize a process when it comes to CFAs. In the past, CFAs have been primarily discussed in committee meetings – specifically Projects Committee.

ADJOURNMENT

There being no further business to discuss, C. Gelbsman made a motion to adjourn the projects committee meeting at 9:14am. T. Armao seconded the motion, and it was approved by remaining members.

UPCOMING MEETING SCHEDULE

The next Projects Committee meeting will be held on November 8th, 2018 at 8:00am.