

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

**PROJECTS COMMITTEE
November 12th, 2020
MEETING MINUTES**

Due to the Coronavirus (COVID-19), Federal and State emergency bans on large meetings or gatherings, and pursuant to Governor Cuomo's Executive Order 220.1, issued on March 12, 2020 suspending the Open Meetings Law, this COIDA/OCCRC Projects Committee meeting was held via video conferencing, instead of an open meeting for the public to attend. Members of the public were given instructions on how to join the meeting.

CALL TO ORDER

The COIDA's and OCCRC's joint Projects Committee meeting was called to order at 8:13am via video conferencing app, GoToMeeting. Committee members present were:

Cheryl Robinson
Patricia Kennedy
David Rowley
Joshua Edmonds

Tom Armao
Andrew Marietta
Craig Gelbsman

Also, in attendance:

STAFF

Jody Zakrevsky, **CEO**
Meaghan Marino, **Dir. of Finance and Admin.**

CHAIRMAN'S REMARKS

Projects Chair, Cheryl Robinson, welcomed committee members and staff, and moved immediately into the agenda.

MEETING MINUTES

C. Robinson requested a motion to approve the October 8th Project Committee meeting minutes. Committee members were given a draft copy of the minutes prior to the meeting for review. There being no corrections to be made, T. Armao 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 recapped some of his activities since the October Board meeting until now. He also provided members with a detailed update of some of the IDA's priority projects. The following topics were discussed in greater detail:

- **Andela Products** – J. Zakrevsky noted he has had several discussions with EDA and he recently submitted an administrative plan for the grant awarded for this project. EDA did accept the plan and outlined the schedule of project milestones. In a meeting with EDA last week, it was noted that there are approximately 33 “special conditions” that must be completed before they will release funds for the project. One of them being the intermunicipal agreement between the Village of Richfield Springs and the Town of Richfield Springs, so there have been a series of meetings focused on that agreement. C. Robinson is there has been any increase in a commitment from Andela Products. J. Zakrevsky noted that he advised Andela that their bank commitments need to be firmed up by the end of the year, so he'll have a better understanding of their commitment level mid-December. P. Kennedy questioned if the project trackers would be broken out into two different projects; one for the establishment of the business park in Richfield Springs (extending water/sewer/gas/roadway to the site), and one for Andela Products business expansion, as referenced in past meetings. J. Zakrevsky noted that he will still do this, and C. Robinson asked that it be done for the start of next years charters.
- **Rail Yards** – J. Zakrevsky noted that there hasn't been much movement on this project in the past month, but there have been more discussions on Opportunity Zones. C. Gelbsman asked about minutes from a past meeting where C. Robinson had questioned the development of a parcel of land (owned by the IDA) that is somewhat isolated from the larger acreage in the Rail Yards, and how it fits into the master plan for the Rail Yards. C. Robinson explained that she did question if developing the smaller parcel aligned with the bigger goals for the land, and the answer was yes – developing that plot separately would not affect the maximum possible usage for the site. J. Zakrevsky noted that he had a lengthy discussion with Michael N'Dolo, from the MRB Group who helped create the master plan, about what/whom we are marketing the Rail Yard site to and creating a strategy for it. C. Gelbsman questioned whether marketing and cleaning the site is necessary when we have many acres available, rather than adjusting as businesses come to the IDA. C. Robinson agreed with the point about site usage and unless we're looking to attract something different, it doesn't make sense to market the Rail Yards until we fill our other available sites. She also noted that going into 2021 it should, we should be clearer on the vision of our business parks in Oneonta and the plan on getting there.
- **Custom Electronics** – We completed a budget amendment for Custom Electronics and submitted the final drawdown request for funds through the Town of Oneonta. Once those funds are received, this project will be closed out.

NEW/UNFINISHED BUSINESS

- **Brooks Bottling** – P. Kennedy asked for follow-up on a meeting that J. Zakrevsky had with Ryan Brooks on the expansion of Brooks Bottling. J. Zakrevsky noted that this project is complicated in the sense that Brooks created an LLC to purchase the property they're currently looking at, so Brooks would end up leasing the property from the LLC. Although not uncommon, it makes a

bond issue for the project complicated. J. Zakrevsky briefly spoke about the challenges he and Joe Scott have discussed in relation to bond issuances and PILOT agreements between the two entities – however, those discussions are moving ahead and J. Zakrevsky is very optimistic about this project moving forward. Brooks hopes to close on the new property this Spring with construction beginning the following year. D. Rowley questioned if discussions are still ongoing for the extension of water/sewer on Route 7 to Brooks current facility. J. Zakrevsky noted that the Town of Oneonta hired Delaware Engineering to commission a water/sewer extension study to those properties. To complicate issues for water/sewer extension, there are several businesses along the site that are not interested in paying for these extensions, so it ultimately comes down to who will be paying off the debt if it is extended. P. Kennedy noted that the extension had been looked at in the past, as far as extending all the way to the I-88 entrance, past the Springbrook facility and Price Chopper, and noted that the buy in for the project was not feasible for them. She also noted that, as of now, there has been no contact with Springbrook for the current study being done by the Town and Delaware Eng. J. Zakrevsky noted that, without a CFA this year, Empire State Development is likely out of the picture as far as assistance would go with financing either project; Brooks expansion or water/sewer extension. J. Zakrevsky also noted that he attended the County's IGA Committee meeting and they committee is supportive of applying for a Small Cities grant on behalf of Brooks, and have the IDA administer it. P. Kennedy asked if the Brooks expansion is contingent on the extension of water/sewer. J. Zakrevsky advised no, Brooks has advised they will move forward with the project regardless.

- **Cooperstown Distillery** – The IDA held a public hearing in Cooperstown to close out the project for Cooperstown Distillery using CDBG funding.
- **Ommegang** – Ommegang has deferred any decisions to close their Cooperstown/Milford establishment for at least a year to see how things progress with COVID-19 in that time.
- **Southern Tier 8** – ST8 has launched a regional Opportunity Zone strategy committee that is being spearheaded by a group out of Chicago, The Opportunity Exchange, who specializes in helping market and connecting properties in Opportunity Zones to investors nationwide. J. Zakrevsky was asked to Chair the committee.
- **Corning** – There was a decision made for the IDA to prepare PILOT tax invoices that will be collected each year for the local taxing jurisdictions. This will start in 2021, when the Real Property division takes this property off the tax rolls, and billing for the taxing jurisdictions will happen in September. J. Zakrevsky noted that he would like to do this with all new PILOTs moving forward, as opposed to the taxing jurisdictions billing each PILOT entity separately.
- **Marketing Campaign** – The marketing campaign has been active online as of November 1st. There was some criticism that certain businesses were not included in some of the language. J. Zakrevsky explained that the IDA is not a tourism agency and it is not our function to advertise local businesses and market their activities. The point of this campaign is to get people outside of our county interested in the prospect of potentially relocation themselves or their businesses here. M. Marino played the videos that were created by Vibrant Brands and are active on the Otsego Now relocation landing pages. C. Robinson asked if we were getting weekly reports that could be shared with the Committee. J. Zakrevsky noted that we have a meeting with Paperkite later in the day where they will provide a link to get live updates on hits for the landing pages and the social media advertisements. T. Armao noted that the campaign is right on target, and at the height of the COVID-19 pandemic it was determined that our county is too dependent on tourism revenue. He asked once people see the ads, where do they go and how do they communicate with us. J. Zakrevsky explained that there are two different landing pages; lifestyle-oriented and business-

oriented, and if people are interested they are able to fill out their information and it's sent directly to our agency to provide them with more information. J. Zakrevsky noted that in the meeting with Paperkite we would also be discussing the possibility of adding links to both County Chamber of Commerce and Destination Marketing. P. Kennedy noted that it should include links to living here, but also visiting here and then including the links to the tourism sites. M. Marino explained that there currently is a 3-day itinerary on the landing page, of what you can do, where you can stay, and the itinerary is what caused issues with local businesses who weren't listed on it. She also explained that targeting of these ads was not supposed to be in our area, so technically Otsego County residents and businesses should not have seen them. So that was a first-week glitch that was recognized and fixed.

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 8:42am for the following reasons: To discuss a proposed sale or lease of a property. The motion was seconded by D. Rowley and approved by all committee members present. The board entered executive session at 8:42am.

There was no action taken in executive session.

D. Rowley made a motion to enter back into public session; P. Kennedy seconded, and all members approved. The committee exited executive session at 8:51am and the meeting adjourned.

ADJOURNMENT

The meeting adjourned at 8:51am when the committee exited Executive Session.

UPCOMING MEETING SCHEDULE

The next Projects Committee meeting will be held on December 3rd, 2020 at 8:00am.