

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

**PROJECTS COMMITTEE  
September 16<sup>th</sup>, 2021  
MEETING MINUTES**

**CALL TO ORDER**

The COIDA and OCCRC's joint Projects Committee meeting was called to order at 8:01am at the Otsego Now offices at 189 Main Street in Oneonta, NY. Members were given the option to attend the meeting virtually (v) or in-person. Members present included:

Jeffrey Lord (v)  
Tom Armao  
Andrew Marietta  
Cheryl Robinson  
Jeffery Joyner (v)\*

Craig Gelbsman  
Patricia Kennedy (v)  
David Rowley  
Joshua Edmonds

Also, in attendance:

**STAFF**

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

**COUNSEL**

Kurt Schulte, **Agency Counsel**

\*Departed before end of meeting.

**CHAIRMAN'S REMARKS**

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

**MEETING MINUTES**

C. Robinson requested a motion to approve the August 12<sup>th</sup> 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, D. Rowley made a motion to approve the meeting minutes. T. Armao 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 August Projects Committee 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:

- **Oneonta Rail Yards** – J. Zakrevsky updated the board on a meeting he attended with Southern Tier 8 and the eight surrounding counties. Southern Tier 8 is recommending that the Oneonta Rail Yards be the number one priority for EDA funding. Because our area is also in the Mohawk Valley region, MVEDD will also recommend EDA for the Oneonta Rail Yard project. D. Rowley asked about the status of the geothermal study that will be done by Rambol Engineers. J. Zakrevsky advised that we are waiting for NYSERDA to issue a press release for round two of their awards. Although Rambol has received confirmation from NYSERDA that the project was awarded, no action can be taken on the project until it is officially announced by them.
- **Richfield Springs (RS)/Andela Products** – J. Zakrevsky reminded the board that we put out an RFP for grant administration for the EDA grant received for this project. EDA requires at least three RFPs. C. Robinson asked if there were any updates from Andela on their commitment. J. Zakrevsky advised that nothing has changed on their part.

## NEW/UNFINISHED BUSINESS

- **CDBG** – HCR came to the agency and completed a monitoring inspection for the Custom Electronics CDBG award. One item that will be in their final report is that all funds were supposed to flow through the IDA. However, because the funds were first sent to the Town and then the Town issued the funds directly to Custom Electronics, that will be noted in their final report.
- **PARIS Reporting** – 2022 budgets need to be submitted by the end of October, so those will be voted on at the October board meeting.
- **Corning** – The Corning PILOT has been closed on and we've received our fees for the project. They've also sent us their payment for the individual taxing jurisdictions. Corning asked for a spreadsheet outlining the PILOT payments for this project over the course of the PILOT's term, which J. Zakrevsky is currently working on.
- **County Micro-Enterprise Program** – M. Marino advised that the program has nine awarded businesses, seven of which have already been closed out. The last two should be done by the projects deadline in December, 2021.
- **Centrome, Inc. d/b/a Advanced Biotech** – J. Zakrevsky advised that we should close on this project in the next two weeks. D. Rowley asked if they've purchased the building, and J. Zakrevsky advised that they have.
- **Center for Innovation** – J. Zakrevsky advised that he needs to submit a final application to Southern Tier 8 for ARC grant funding. He feels confident about the possibility of receiving funding from them, because of the amount of revisions they have requested on the pre-applications. C. Robinson

asked J. Zakrevsky to clarify the role of the IDA in this project, and if it extended beyond grant administration. J. Zakrevsky advised that, if awarded, grant funding would go towards hiring someone to manage the project, which would go through our office. C. Robinson requested a project charter moving forward for the Innovation Center, so the board has a clear picture of the project and what the IDA's role is.

- **Market Street Redevelopment** – J. Zakrevsky advised the board that Delaware Engineering requested a meeting with J. Zakrevsky and J. Joyner to discuss how the City of Oneonta could work with the IDA on the redevelopment of Market Street. Delaware Engineering has been tasked with creating an RFP to developers for several different projects. At the meeting, the goals of how the IDA could help the City of Oneonta were outlined. After the meeting, the IDA received a draft letter to developers from both the IDA and City of Oneonta. The IDA was asked to make any changes to the letter and send back signed. J. Zakrevsky sent the letter to both attorneys and board members for suggestions. K. Schulte noted the use of the term “partnership” in the language of the letter, which is a legal term, generally binding one partner to the other. Although he thinks it was used in the generic sense, he recommended changing the wording to “collaboration”. He also noted that under the incentives listed in the letter, the term “long-term PILOT” was used, and since the IDA is bound to their policies PILOT terms, PILOT applications, and the IDA's Uniform Tax Abatement Policy, he suggested removing that phrase altogether, or noting that any PILOTS would be subject to the IDA's policies and procedures. J. Lord also noted the wording on “robust incentives will be negotiated”, as it related to K. Schulte's point on the IDA's policies and procedures. J. Zakrevsky also noted “Tax Increment Financing” as one of the incentives listed on the letter. Although legal in NY, it is seldom used, and school districts are typically not included. K. Schulte advised he would work through the noted changed and send back for final approval.
- **Budget Allocation** – In the Audit & Finance meeting, held just prior to the Projects meeting, it was brought up that it may be beneficial to request an increased budget allocation from the County board. In that meeting, D. Rowley had mentioned meeting with Allen Ruffles to make the request. A. Marietta brought the topic back up in Projects to advise that the request would have to go through the County Board of Reps, and that there should be a proposal made on why the allocation is justified. He noted that there is a Budget Committee process, and that is the avenue those requests should go through. He requested that something be written up about why the money is needed and what it would be used for before approaching the committee.

## **ADJOURNMENT**

There being no further business to discuss, D. Rowley made a motion to adjourn the Projects Committee meeting at 9:46am.

## **UPCOMING MEETING SCHEDULE**

The next Projects Committee meeting will be held on October 7<sup>th</sup>, 2021 at 8:00am.