

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

**PROJECTS COMMITTEE  
October 13<sup>th</sup>, 2022  
MEETING MINUTES**

**CALL TO ORDER**

The COIDA and OCCRC's joint Projects Committee meeting was called to order at 8:36am at the Otsego Now offices at 189 Main Street in Oneonta, NY. Members present included:

Cheryl Robinson (v)  
Andrew Marietta  
David Rowley  
James Seward

Tom Armao  
Jeffery Joyner  
Craig Gelbsman

Also, in attendance:

**STAFF**

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

(v) – virtual. Members attending the meeting virtually are not counted towards a quorum and not eligible to vote on items.

**CHAIR'S REMARKS**

Projects Chair, C. Robinson, moved immediately into the agenda.

**MEETING MINUTES**

C. Robinson requested a motion to approve the September 15<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, J. Joyner made a motion to approve the meeting minutes. J. Seward 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 September 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 advised that CBRE has begun work marketing the available properties owned by the IDA for sale. He also noted that the vacant lot in the Rail Yards, that was being used by Robinson as a staging area for their work on West St. in the City of Oneonta, has been cleared of trees, debris, and rubble by Robinson, as part of the arrangement to use the property over the summer. T. Armao asked if Robinson is still at the site and J. Zakrevsky advised that there is still a bulldozer on the property. J. Joyner added that the site looks much better now than it did at the beginning of the summer. J. Zakrevsky advised the committee that he and J. Joyner have a meeting next week with Pyramid Brokerage re: marketing the sale of the IDA's properties. Pyramid Brokerage is aware that there is an exclusive with CBRE, but would still like to meet to discuss potential opportunities. C. Robinson recommended putting together milestones for CBRE to rate their success at the end of their listing period.
- **Innovation/Acceleration Center** – J. Zakrevsky advised that he has had a series of meetings with Matthew Walsh, who is the Director of Innovation and Entrepreneurialism at Hartwick College and was brought in by the new President of the college. Hartwick College has expressed an interest in taking over the agency's ARC grant and using the funds for the Innovation Center on their campus. He advised that Custom Electronics and IOXUS have expressed that they would prefer the Innovation Center to stay with the IDA. J. Seward asked if there was any way to get Hartwick to bring their Innovation Center away from the college campus and fold in with the IDA. J. Zakrevsky advised that should the agency get the USDA RISE funding; the hope was to purchase the building at 189 Main Street and use the 4<sup>th</sup> floor for the Center. SUNY Oneonta has also expressed an interest in using the 4<sup>th</sup> floor space. He advised Hartwick that there are other partners involved and the consensus about where the Center should be needs to be agreed upon from all the partners. C. Robinson added that we need to be straight up with Hartwick and if the vision for the Center is to be located downtown, then it doesn't align with their vision to be on campus. J. Zakrevsky also advised that ads have been posted for the Marketing Director position for the Innovation/Acceleration Center. He also noted that Southern Tier 8 held a press conference in the IDA offices last week to announce the \$150,000 funding awarded to the IDA for the Innovation/Acceleration Center. He is hopeful that we will hear from USDA if the IDA has been awarded the RISE funding in the next two weeks.
- **Richfield Springs (RS)** – J. Zakrevsky advised that all of the engineering proposals have been to sent to EDA. EDA has responded with comments on the proposals and on the RFP for constructions management services. J. Zakrevsky met with Keystone Engineering in Binghamton, who have been working on these documents on behalf of the agency, to review EDA's comments and make changes. Keystone hopes to get the documents back to them in the next week or so. EDA has also requested that the agency request an extension of time, which J. Zakrevsky views as a positive. Lastly, Larry Frigault, Town of Richfield Springs board member, mailed out approximately nine letters to NYSEG in support of this project and constructing the gas line into the property. NYSEG is putting together a package to submit to the PSC, who will ultimately decide if the gas line can go in at the same time as the water and sewer lines. J. Seward asked if the PSC must approve the documents from NYSEG before the project can proceed. J. Zakrevsky advised that the project will move forward with water and sewer regardless of the PSC's determination. Should the PSC not approve the construction of a gas line it could greatly impact the desire for potential tenants to not want to move into the Richfield Springs Business Park. It also makes more sense to build the line at the same time as the water and sewer lines, as opposed

to doing it later when a tenant moves into the property. The plan is to get the construction documents out to bid in November and being construction in the Spring.

## **NEW/UNFINISHED BUSINESS**

- **Otsego County Budget Appropriation** – J. Zakrevsky advised that the Otsego County board agreed to provide the IDA with \$200,000 of ARPA funding in addition to the \$75,000 already allocated to the agency annually. He remarked on the positive relationship that has developed between the IDA and the County in the last few years, as the board voted unanimously to increase the IDA's allocation.
- **Marketing Campaign** – J. Zakrevsky advised that Paperkite has began the next phase of the marketing campaign. The lifestyle portion is being scaled back slightly, while the business portion is being retargeted to areas closer to ours (Albany, Binghamton, Utica, etc.) and is focused more on the electronics industry as a lead for the Innovation and Acceleration Center.
- **IOXUS** – J. Zakrevsky met with staff from IOXUS to finalize documentation for the CDBG grant that the agency is administering. They are also putting together their first purchase order for new equipment.
- **Brooks Bottling** – J. Zakrevsky advised that he is working on another CDBG funding pre-application for Brooks Bottling. He has also submitted an ESD application for funding for Brook's project. J. Zakrevsky met with the Town of Oneonta Supervisor who agrees to move the application ahead, as it is the Town that needs to apply, which the IDA will administer the grant. He also advised members that he spoke with staff at HCR, who is very interested in this project and has advised that the agency can receive funding for the project from both sources.
- **Marketing Subcommittee** – C. Robinson suggested creating a temporary subcommittee for the marketing aspects of the agency, as the projects committee tends to be a "catch-all" for things going on in the agency.

## **ADJOURNMENT**

There being no further business to discuss, D. Rowley made a motion to adjourn the Projects Committee meeting at 8:36am.

## **UPCOMING MEETING SCHEDULE**

The next Projects Committee meeting will be held on November 10<sup>th</sup>, 2022 at 8:00am.