

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

**PROJECTS COMMITTEE
December 8th, 2022
MEETING MINUTES**

CALL TO ORDER

The COIDA and OCCRC's joint Projects Committee meeting was called to order at 8:53am at the Otsego Now offices at 189 Main Street in Oneonta, NY. Members present included:

Cheryl Robinson
Tom Armao
David Rowley
Craig Gelbsman

Patricia Kennedy*
Jeffrey Lord
James Seward*

Also, in attendance:

STAFF

Jody Zakrevsky, **CEO**
Meaghan Marino, **Dir. of Finance and Admin.**
Gina Bologna, **Marketing Coordinator**

* Departed before end of meeting

CHAIR'S REMARKS

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

MEETING MINUTES

C. Robinson requested a motion to approve the November 10th 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. 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 November 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 noted that Ramboll Engineers has finished phase two, of a three phase project, of their geothermal study on the park.
- **Richfield Springs (RS)** – J. Zakrevsky advised that he is working on a getting a budget modification request/extension to EDA, as it expires in February and he would like to give them time to get through it. He also noted that the agency has received only one proposal for a construction management firm for this project. The agency did send out the RFP to several firms over a month ago. Because EDA requires three bids, J. Zakrevsky will have to discuss with them whether they want the agency to go out to bid again or accept the one proposal. J. Lord asked if any of the other firms responded to the RFP, and J. Zakrevsky advised that three other firms did advise that they were too busy right now to take on the project. J. Zakrevsky is still waiting on agency attorneys and Village/Town attorneys to finalize the memorandum of agreement for the water/sewer district, and waiting on final designs from Keystone Engineering. However, J. Zakrevsky is still optimistic that we'll get the construction RFP out in December. Members asked what firm provided a proposal for the RFP. J. Zakrevsky advised it was James Jordan Associates.
- **Innovation/Acceleration Center (IAC)** – J. Zakrevsky advised Gina Bologna would take over reporting on the Innovation/Acceleration Center moving forward. He also noted that she would sit down with C. Robinson, Chair of Projects, to review the project trackers in greater detail. G. Bologna advised that she started on November 17th with the agency, and since then, she has met with all of the key stakeholders in the IAC, including IOXUS, Custom Electronics, SBDC, SUNY Oneonta, and Hartwick College. She noted that one of her key focuses right now is how to get start-ups in and continue their growth once part of the IAC. She noted that Vibrant Brands will be doing a video/photo shoot to create two films; one highlighting the anchor businesses behind the IAC (IOXUS and Custom Electronics) and the other as an informational that would explain how the IAC can benefit start-up businesses. G. Bologna will also be meeting with Laura, of the Binghamton Koffman Incubator, every two weeks, as Laura will be mentoring her on how to build the framework for the IAC. She advised that she has begun applying for a USDA Rural Development grant for additional funding for the IAC project, and has a meeting with the MRB Group later in the day to discuss framing the application. D. Rowley asked about the collaboration of SUNY Oneonta and Hartwick and how they can benefit the project. G. Bologna advised that both college's being involved could be hugely beneficial, including professors providing mentorship to the start-ups. C. Robinson asked if the agency had any leads on potential start-ups that could go into the IAC. G. Bologna noted that Michael Pentaris, of Custom Electronics, has about six start-ups that he thinks would be a good fit for the IAC.

NEW/UNFINISHED BUSINESS

- **ASATI** – J. Zakrevsky advised that ASATI received \$150,000 Empire State Development grant for an expansion of their facility. Although the agency didn't write the application, agency staff did assist. ASATI is based out of Worchester, New York.
- **IOXUS** – J. Zakrevsky advised that he is preparing the first drawdown request for IOXUS's CDBG grant award.
- **Brooks Bottling** – Brooks gave the agency permission to submit a full-application to CDBG for funding on their behalf. Although the Town of Oneonta will be the applicant, the agency will write the application and administer the grant, if awarded.
- **December Board Meeting** – M. Marino reminded members that the December board meeting date was changed from December 22nd to December 15th, to accommodate for the holidays. She noted that there will be resolutions at that meeting, so a quorum will be needed.
- **Advanced Biotech** – J. Zakrevsky noted that Advanced Biotech's project went from \$5million to approximately \$14million. Advanced Biotech submitted an updated application to the agency for additional benefits based on the new project costs. M. Marino advised that a public hearing was held on November 28th on this increase, but because of a lack of dates in the public hearing notice that went out to the taxing jurisdictions, it was advised by agency attorneys that the public hearing should remain open for 14 days and close on December 13th. J. Lord asked about the increase in project costs and if it's an issue of an increase in costs for products or if the project got larger in scale. J. Zakrevsky advised that he thought it was a combination of both. He also advised that a plant manager is who put the original application together, with little experience with PILOTs, and that the companies attorneys should have been the ones to do the original application.

ADJOURNMENT

There being no further business to discuss, D. Rowley made a motion to adjourn the Projects Committee meeting at 9:14am.

UPCOMING MEETING SCHEDULE

The next Projects Committee meeting will be held on January 12th, 2023 at 8:00am.