

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

**PROJECTS COMMITTEE  
JANUARY 12<sup>th</sup>, 2023  
MEETING MINUTES**

**CALL TO ORDER**

The COIDA and OCCRC's joint Projects Committee meeting was called to order at 9:13am at the Otsego Now offices at 189 Main Street in Oneonta, NY. Members present included:

Patricia Kennedy  
Jeffrey Lord  
James Seward

Tom Armao  
David Rowley

Also, in attendance:

**STAFF**

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

**CHAIR'S REMARKS**

Projects Chair, C. Robinson, was absent from the meeting, so the Projects Vice Chair, T. Armao, moved immediately into the agenda.

**MEETING MINUTES**

T. Armao requested a motion to approve the December 8<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, P. Kennedy made a motion to approve the meeting minutes. J. Lord 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 December 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:

- **Innovation/Acceleration Center (IAC)**– J. Zakrevsky advised Gina Bologna would take over reporting on the Innovation/Acceleration Center moving forward. He did note that we have filmed a explainer video on the concept behind the center. He noted that Gina would be meeting with Southern Tier Incubator on a bi-weekly basis, as they would be mentoring her for the IDA’s program. She has also been having weekly meetings with the key partners of the program, including Hartwick College, SUNY Oneonta, SBDC, IOXUS, and Custom Electronics.
- **Oneonta Rail Yards** – J. Zakrevsky noted that a meeting will be held with Ramboll Engineers and NYSERDA on Friday, January 13<sup>th</sup> which should wrap up the geo-thermal study that they have been working on. D. Rowley asked about previous conversations about cleaning up the sites owned by the IDA in the Rail Yards, and that if the IDA was serious about doing it, we would need a scope of work in order to solicit bids. He suggested doing that sooner rather than later, so that the IDA could potentially have the work done this spring or summer. J. Zakrevsky advised that based on the maps we have of the property, we could easily put together a scope of work prior to spring, to solicit bids.
- **Richfield Springs (RS)** – J. Zakrevsky announced that the Federal Economic Development Administration has approved the request for a time extension for the grant that was awarded to the agency for water/sewer/gas extensions into the park. Originally, staff had requested an extension to February, 2024, but they agreed to an extension until August 28<sup>th</sup>, 2024, in order to give the project two construction seasons. He added that ARC is still reviewing our grant application for \$500,000 to supplement this project, but he noted that EDA has agreed should the ARC funds be awarded to the agency, we can request that ARC transfer the funds to EDA, which they’ve done on previous projects, and that the cost-share allocation will go from a 50% federal allocation to a 70.1% allocation. This is good news for the IDA and the project. D. Rowley asked about the status of the Richfield Springs bid documents and J. Zakrevsky reported that Keystone had submitted all the required documents to EDA which are now being reviewed for final approval, so the agency hopes to go to bid in February on the project.

## **NEW/UNFINISHED BUSINESS**

- **New Administrative Assistant** – J. Seward asked about the an interview with Nasim Vargha that was listed on J. Zakresvky’s meetings report. M. Marino replied that Nasim Vargha is the new administrative assistant that was hired and will start on Tuesday, January 17<sup>th</sup>. J. Zakrevsky added that the position is 20 hours a week and within budget.
- **Refugee Relocation Center** – T. Armao explained that he met with the Refugee Relocation Center, and that they are interested in working with the committee to find job opportunities for incoming refugees. He asked if there was an interest in working together with the RRC and creating a stronger line of communication. He also expressed in interest in having Otsego County Chamber President, Sean Lewis, become more involved with IDA activities and board meetings. P. Kennedy agreed that there was an interest in connecting incoming refugees with opportunities, but it is a complex process. T. Armao expressed that he believed it would be beneficial to create discretionary income within the community and support individuals who are looking for work. J. Seward asked if the Chamber had considered moving back into the space in IDA offices that they had previously rented. J. Zakrevsky advised that we did meet with them, but because they have three staff working in their agency, and the IDA has two new staff, there isn’t enough space to

bring them to the 5<sup>th</sup> floor. J. Zakrevsky noted that they have met with the landlord of the building to potentially move onto the 4<sup>th</sup> floor, but he's not aware if that is moving forward or not.

## **ADJOURNMENT**

There being no further business to discuss, T. Armao made a motion to adjourn the Projects Committee meeting at 9:20am.

## **UPCOMING MEETING SCHEDULE**

The next Projects Committee meeting will be held on February 7, 2023 at 8:00am.