

**Madison County Industrial Development Agency  
Minutes of the IDA Board Meeting  
October 27, 2011**

A meeting of the Madison County Industrial Development Agency was convened in public session at the Madison County Center for Economic Development in Canastota.

Attendance was recorded as follows:

Board Members Present: D. Rogers, Liz Moran, Russ Lura, J. Salka

Members absent: Chairman Bargabos, Sam Lanzafame

Also present: Kipp Hicks (Executive Director), Amanda Cox (Administrative Assistant), George Cregg, (Bond Counsel)

**I. Call to order:** by Vice-Chairman Rogers at 2:10 pm

**II. Board Business:** Approval of Minutes

Minutes were presented for approval from the July and September meetings; motion for approval by R. Lura, seconded by J. Salka, unanimously approved.

**III. Review of Financials**

Overview of June and September month end financials – K. Hicks gave an overview of the accounts, and requested permission to overspend in the business development line item, showing a more accurate representation, as opposed to transferring purchases into different accounts. E. Moran and R. Lura agreed that this was reasonable, as the IDA does not have to follow municipal accounting practices by not going over budget in any account. Motion to approve both June and September financials by E. Moran, seconded by J. Salka, approved.

**IV. Chairman's Report**

Presentation of proposed 2012 budget with \$10,000 increase for additional work per recommendations from Long Term Planning Economic Development committee, responsibilities to be placed on Administrative Assistant, there will be a change in job title and increase in level of work and hours. The budget also includes 3% increases in salaries. IDA budget has passed the Planning Committee at the County, but has yet to pass the full board. The IDA budget will be posted on the website by November 1<sup>st</sup>. Motion to approve proposed 2012 IDA budget by R. Lura, seconded by J. Salka, roll call, unanimously approved by all present. Update from G. Cregg on Authority Budget Office report regarding IDA grant funding, and rebuttal from NYSEDC. The consensus of the Madison County IDA Board was that as long as the parameters of the grant are in writing and clear deliverables are established, the IDA is in support of IDA's being able to fund certain qualified programs. K. Hicks presented a resolution against the Citizens Budget Commission report calling for the consolidation of IDAs. Presentation of Finance Committee charter by G. Cregg with an explanation of types of debt. The Finance committee is responsible for ensuring debt taken on by the IDA is "pass through"/conduit debt. Audit committee is responsible for hiring an accounting

firm; the accounting firm should view the audit committee as their employer. Discussion of independent versus non independent board/committee members, independent board/committee members are members who are not an employee or work for someone receiving more than \$15,000 in benefits from the IDA. Presentation of “Eligible Project Policy”- in anticipation of application for financial assistance received from Longhall Properties (the Pottery Project) located in the Town of Sullivan. The project is situated in historical pottery buildings, and will be rebuilt into multi-use offices and apartments. The Eligible Project Policy could be a resource to help encourage business development beyond industrial-type facilities. These policies would not guarantee outright approval simply because a company qualifies; the IDA board has the ultimate authority to decide which projects could be eligible. The Board decided to revisit this policy at the next meeting.

**V. Resolutions**

Resolutions:

Love-Fraze SEQRA determination resolution- motion for approval by E. Moran, seconded by R. Lura, roll call, unanimously approved.

Richard Bargabos	VOTING	<u>Absent</u>
David Rogers	VOTING	<u>Yes</u>
Russell Lura	VOTING	<u>Yes</u>
Elizabeth Moran	VOTING	<u>Yes</u>
Sam Lanzafame	VOTING	<u>Absent</u>
John Salka	VOTING	<u>Yes</u>

Love-Fraze Approving Resolution, motion for approval by J. Salka, seconded by R. Lura, roll call, unanimously approved.

Richard Bargabos	VOTING	<u>Absent</u>
David Rogers	VOTING	<u>Yes</u>
Russell Lura	VOTING	<u>Yes</u>
Elizabeth Moran	VOTING	<u>Yes</u>
Sam Lanzafame	VOTING	<u>Absent</u>
John Salka	VOTING	<u>Yes</u>

Cazenovia Equipment SEQRA Determination resolution- motion for approval by J. Salka, seconded by R. Lura, roll call, unanimously approved.

Richard Bargabos	VOTING	<u>Absent</u>
David Rogers	VOTING	<u>Yes</u>
Russell Lura	VOTING	<u>Yes</u>
Elizabeth Moran	VOTING	<u>Yes</u>
Sam Lanzafame	VOTING	<u>Absent</u>

John Salka VOTING Yes

Cazenovia Equipment Approving Resolution, motion for approval by J. Salka, seconded by E. Moran, roll call, unanimously approved.

Richard Bargabos	VOTING	<u>Absent</u>
David Rogers	VOTING	<u>Yes</u>
Russell Lura	VOTING	<u>Yes</u>
Elizabeth Moran	VOTING	<u>Yes</u>
Sam Lanzafame	VOTING	<u>Absent</u>
John Salka	VOTING	<u>Yes</u>

Longhall Properties, LLC Project, SEQRA Determination Resolution, motion for approval by R. Lura, seconded by E. Moran, roll call, unanimously approved.

Richard Bargabos	VOTING	<u>Absent</u>
David Rogers	VOTING	<u>Yes</u>
Russell Lura	VOTING	<u>Yes</u>
Elizabeth Moran	VOTING	<u>Yes</u>
Sam Lanzafame	VOTING	<u>Absent</u>
John Salka	VOTING	<u>Yes</u>

Longhall Properties, LLC Project, Public Hearing Resolution, motion for approval by R. Lura, seconded by E. Moran, roll call, unanimously approved.

Richard Bargabos	VOTING	<u>Absent</u>
David Rogers	VOTING	<u>Yes</u>
Russell Lura	VOTING	<u>Yes</u>
Elizabeth Moran	VOTING	<u>Yes</u>
Sam Lanzafame	VOTING	<u>Absent</u>
John Salka	VOTING	<u>Yes</u>

Presentation of Pottery Project by Martha Frey, Longhall Properties, LLC. Ms. Frey gave an overview of the project, it will be a total \$3 million investment, has already received support from Empire State Development, Restore NY, New York State Historic Preservation Office, and the Town of Sullivan. The 1898 building will be completely restored and developed into two bedroom apartments, professional offices, and a café which will be rented out to third parties. The project is expected to provide 10 full time equivalent positions by these third parties. The Town of Sullivan declared a Negative Declaration on SEQRA in July.

## V. Executive Directors Report

- A. Overview of Microenterprise successes; all money has been spent. A new application for renewed funding has been submitted to New York State.
- B. Housing project in Hamilton is not going forward.
- C. Landfill gas to energy
- D. PV Reddy completed purchase of the Smith Lee building to manufacture nutraceuticals. Meeting with city water, fire, etc, will reuse space and subdivide.
- E. Organized and held two public hearings on the REDCs (regional economic development councils) at Madison County and Morrisville State College.
- F. RFP is out for re-development of Riverside Drive in Cazenovia- initial developers have dropped the project; Christopher Community and St. Joe's still interested.
- G. Hotel in Morrisville project is not going forward, IDA can use feasibility study to attract other developers.
- H. Camp Georgetown- toured the facility with a private manufacturing company and will attend meeting on how to access funds made available to communities affected by prison closures.
- I. Submitted CFA for infrastructure for companies within 15 miles of Oneida Correctional Facility.
- J. Toured closed school in Leonardsville with John Salka.
- K. Attending listening session at Morrisville State College with Senator Valesky regarding agriculture.
- L. Foreign Trade Zones- Onondaga County has a foreign trade zone designation, looking to expand into Madison County sites; ARE Park, Trush Park, Harbor Lights Business Park, etc.
- M. IDA received reimbursement from National Grid for website redesign.
- N. CFAs are being submitted for Oweria Vineyards, Trush Park, ARE Park, Meat Processing Facility, Village of Hamilton for natural gas, first right of purchasing for NY State agriculture products, Camp Georgetown, Aquaculture/Greenhouse, and Microenterprise.

**Date of next meeting**

Thursday, December 15, 2011

**VII. Adjourn**

Motion to adjourn at 4:15 by J.Salka.

