

OEDA Board Meeting Minutes

March 13, 2020

121 N Main Street 2nd Floor Albion NY
Board Room
8:38 a.m.

Draft

Members Present:

Paul Hendel, Chairman
John Misiti, Vice Chairman
Ken DeRoller, Secretary
Skip Draper, Treasurer

Members Absent:

Carol D'Agostino, Member
John DeFilipps, Assistant Secretary

Also Present:

Jim Whipple, CEO/CFO
Gabrielle Barone, Vice President Development
Diane Blanchard, Micro-Enterprise Business Coordinator
Kevin Zanner, OEDA Legal Counsel
Sean Pogue, Town of Barre Supervisor

I. **Roll Call**---- The meeting was called to order by Chairman Paul Hendel at 8:38 a.m. The Chairman reminded the Board that the meeting is being live streamed as required by the new state law that went into effect on January 1st. Diane called the roll. Board members Hendel, Misiti, DeRoller, and Draper were present, constituting a quorum of the Board. Carol D'Agostino and John DeFilipps were absent.

II. **Approval of Previous Board Meeting Minutes February 14, 2020 (Electronic)**

The Board reviewed the draft minutes from the February 14, 2020 Board meeting. Skip Draper made a motion to accept the meeting minutes as presented, seconded by John Misiti. Motion Passed (4-0-0).

III. **Financial Reports**

COIDA—Jim presented the monthly financial report for the Agency. The Agency cash account balance as of 02/29/20 is \$21,029.64. All of the Agency accounts were reviewed and discussed. Jim indicated that the current cash position of the Agency is not strong, but payments are being made.

ORLF--- Jim presented the monthly financial report for the ORLF. The ORLF cash account balance as of 02/29/20 is \$882.76.

John Misiti made a motion to accept the COIDA and ORLF financial reports, seconded by Ken DeRoller. Motion Passed. (4-0-0) M0320-01.

County Loan Repayment-Update---Jim reported that Kim DeFrank, County Treasurer has been made aware of the payment delay and has moved up the 2nd quarter payment to the OEDA.

PILOT Report----Diane reported that all PILOTs are current.

IV. Report of Committees/Departments/Sites

Business Development-- Gabrielle presented the Business Development update on the following matters:

WNYE---Gabrielle reported that the Village of Medina water rate contract has been signed.

Niagara Food Specialties---Gabrielle reported that Niagara Food Specialties is hiring.

Hotel Project—Gabrielle reported on ongoing responses to inquiries about the hotel project.

BOMET---Site Plan is complete. Kevin drafted the land sale agreement and Jim submitted the agreement to BOMET.

Project Updates - Jim reviewed the current project list report with the Board, a copy of which was included in the Board meeting materials.

Snappy— Still transitioning into the Bernzomatic building.

Heritage Wind---Jim reported on an upcoming meeting between the taxing jurisdictions and Apex. Town of Barre Supervisor Sean Pogue reported that the Town is close to finalizing the terms of a host community agreement with Apex. He explained that Apex is working on the decommissioning plan, which will be included in the host community agreement. The proposed facility will consist of up to 33 wind turbines generating up to 184.8 megawatts of electricity.

Falls Road-Culvert/Bridge Replacement---COIDA counsel is working on the sub-grant agreement between the Agency and Falls Road RR. The Agency's role is to serve as a pass-thru for the grant funds.

Mid-South Adjustment Update—Jim updated the Board on this back-office student loan collections call center project. The company is recruiting employees in Albion and the training is being done in Warsaw.

Stockham Lumber---A meeting has been set up.

Facilities/Sites

Sale of Albion Business Park Update---GCASA—Jim reported that closing is being targeted for May 31, 2020.

RFQ for MBP Feasibility/Development Study Update— Jim reported he has not yet reviewed the three engineering firm responses that the Agency received to the Agency’s request for qualifications.

MAP and LDC Report

Diane reported the Spring MAP class starts on April 14th and runs through June 23rd. Diane has started the interview process and 12 participants are interested in the next class.

Loans Status: Printed reports from 02/10/2020 are available for review.

Total Funds in RLF account as of 02/29/20:

HUD unrestricted funds---\$12,551.33

Five Star Money Market Account-Unrestricted Funds---\$112,842.00.

Legal-- Kevin Zanner updated the Board regarding the Accelerated Renewable Energy Growth and Community Benefit Act, which the Governor has proposed as an amendment to the budget. Kevin provided an overview of the budget bill, which will impact the process for approving renewable energy projects in New York State. The budget bill would impact how IDAs provide incentives to renewable energy projects, including a requirement that IDAs consult with NYSERDA with respect to each PILOT agreement that is proposed for a renewable energy project.

Marketing--No report.

Workforce Development– No report.

OEDA Coronavirus Readiness----Jim discussed with the Board the Agency’s readiness for transitioning to a remote work environment to comply with anticipated state-wide workplace workforce reduction directives. Jim and Gabrielle are able to work from home with phones and tablets, which allow them

access to the Agency's computer network. Diane will need more access to the office due to her job being more paper-based.

LED Display—Jim reported on potential grant funding for the purchase of a 4x8 mobile trailer for a LED display that would be used to advertise job opportunities.

V. Unfinished Business--None.

VI. New Business

2019 Year End Report----Jim reviewed the 2019 Year End Report with the Board.

Consider the 2019 Property Report---Jim reviewed the 2019 Property Report.

Jim presented the 2019 Property Report, which was reviewed and recommended for approval by the Governance Committee. Skip Draper made a motion to approve the 2019 Property Report, seconded by John Misiti. Motion Passed (4-0-0) M0320-02.

VII. Executive Session

Motion to enter into Executive Session to discuss the financial and credit history of Medina Hospitality, LLC made by Skip Draper, seconded by John Misiti. Motion unanimously carried (4-0-0).

At the conclusion of the executive session discussion, Skip Draper made a motion to exit Executive Session, seconded by John Misiti. Motion Passed (4-0-0). No votes were taken during Executive Session.

VIII. Adjournment

John Misiti made a motion to adjourn the meeting subject to Chairman's recall, seconded by Ken DeRoller. Motion Passed (4-0-0).

Respectfully Submitted,

Diane Blanchard