

# OEDA Board Meeting Minutes

June 14, 2019

121 N Main Street 2<sup>nd</sup> Floor Albion NY  
Board Room  
8:00 a.m.

## Draft

### Members Present:

Paul Hendel, Chairman  
Ken DeRoller, Secretary  
John DeFilipps, Assistant Secretary  
Skip Draper, Treasurer  
Carol D'Agostino, Member  
Jim Panek, Member

### Absent:

John Misiti, Vice Chairman

### Also Present:

Jim Whipple, CEO/CFO  
Gabrielle Barone, Vice President Business Development  
Diane Blanchard, Micro-Enterprise Business Coordinator  
Kevin Zanner, OEDA Legal Counsel  
Chuck Nesbitt, Orleans County Chief Administrative Officer

I. **Roll Call**---- The meeting was called to order by Chairman Paul Hendel at 8:00 a.m. A quorum of the Board was present.

### II. **Approval of Previous Board Meeting Minutes May 10, 2019 (Electronic)**

The Board reviewed the draft meeting minutes from the May 10, 2019 Board meeting. Skip Draper made a motion to accept the meeting minutes as presented, seconded by Carol D'Agostino. Ken DeRoller abstained from the vote. Motion Passed (5-0-1).

### III. **Financial Reports**

**COIDA**—Jim presented the monthly financial report for the Agency. The Agency account balance as of 05/31/2019 is \$60,962.27. All of the Agency accounts were reviewed and discussed. The ORLF account balance as of 05/31/2019 is \$243,463.23.

**John DeFilipps made a motion to accept the COIDA financial reports, seconded by Skip Draper. Motion Passed. M0619-01.**

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

**IV. Executive Session**

**Ken DeRoller made a motion to go into Executive Session for the discussion of financial matters of a corporation and the proposed sale or lease of real property, and to invite staff, Jim Whipple, Counsel Kevin Zanner and Chuck Nesbitt to join the session. The motion was seconded by Carol D'Agostino and unanimously carried.**

**Jim Panek made a motion to exit Executive Session, seconded by Skip Draper. Motion Passed.**

No action was taken during Executive Session or from the discussion in Executive Session.

**V. Report of Committees/Departments/Sites**

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

**Medina Hotel Project**—Gabrielle reported that a groundbreaking ceremony for the project took place on May 16<sup>th</sup>. The project is expected to be completed in December, 2019 or January, 2020 and open for business by March, 2020.

**Zambito Project---**Gabrielle reported on the project which includes a 200-person conference space along North Main Street. Design of the project is subject to SHPO requirements. The developer is waiting for SHPO's feedback on the project, which will help determine the next steps for the project. .

**Quorum Group/Takeform**—Gabrielle reported that Takeform has achieved all required job creation benchmarks for the OCR project.

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

**Cobblestone Hotel-Update Photos---**Jim provided drone photos of work being done at the site.

**Sierra Biological:** Jim presented a video of a recent Spectrum News story regarding Sierra Biological.

**ARG - News Article:** Jim reviewed with the Board a recent news article regarding the ARG Services of WNY expansion project on Washington Street in Albion.

**Heritage Wind:** Jim reported that the Agency received and responded to a FOIL request for documents related to this project.

**3959 Bates Road---**Jim reported that after reviewing the Bates Road site with a solar project consultant, it was determined that the site is not compatible for a solar project. The Agency is waiting for a response from NYSDEC regarding a request to exclude the Brunner parcel from the environmental easement that has not yet been filed.

**MBP Strategic Plan Project---**Jim reported that funding is in place. The next step is to prepare a request for qualifications to solicit consultants to prepare the feasibility study.

**Maple Ridge Corridor Study---**Jim reported that the study is in the second phase and should be completed by early summer. There is a public meeting at the Medina High School next Thursday to discuss traffic issues.

**NYS Senate Document Request---**Jim reported that he is working on a response to a request for information that was received from the New York State Senate IGO Committee. The response is due June 28<sup>th</sup>.

**Hotel ORLF Loan-** This loan was closed prior to March 31<sup>st</sup>; funding will be provided when the Hotel is ready to purchase items for the Hotel.

## **Facilities/Sites**

**Sale of Albion Business Park Update---**Jim reported that the 23-acre sale of land to Armstrong is moving forward. A sale agreement has been signed with the purchaser. The Agency has submitted a 90-day property disposition notice to the Authorities Budget Office for the sale. The Agency also submitted a proposed sale agreement to GCASA for the sale of a nine-acre parcel. Closing is anticipated to take place in later summer/early fall.

**Village of Albion-Opportunity Zone----**Jim reviewed with the Board a map showing the boundaries of the federal Opportunity Zone that is located in the Village of Albion. The program is an economic incentive for investors to delay capital gains from investments.

**Legal – New ABO Guidance--**Kevin reported on the new ABO Guidance which regarding the posting and maintaining of reports on public authority websites. The ABO guidance includes a compliance checklist.

## **MAP and LDC Report**

Diane reported the Spring MAP class graduated on June 4<sup>th</sup>. 11 participants received their MAP certificates. She reported on two businesses: a mobile wood fired pizza catering trailer and Tinsel, an ice cream parlor by the canal.

As of 05/31/2019: the GOSC loan fund account has been closed. the HUD unrestricted account has a balance of \$1326.19; the LDC money market account has a balance of \$113,984.31; and the LDC Grant loan account has been closed.

**Marketing Update**---Jim reported on the May performance website snapshot.

**2017 Comptroller IDA Report: Data Comparison**—Jim reported on the yearly Annual Performance Report on New York State’s Industrial Development Agency Fiscal Year ending 2017. Project count of 24 and project amount of \$257,300,000.

**VI. Unfinished Business: Letter to Village of Medina -Water Rates**

Jim reported on a letter sent to Michael Sidari, Mayor of the Village of Medina. The letter addressed the COIDA concerns about the newly implemented water rates in the Village of Medina and how the impact on existing industrial customers and future economic development in the greater Medina area.

**VII. New Business**

**Consideration of GRE 2019 Pledge Motion**---Jim reported on a pledge reminder from Greater Rochester Enterprise (GRE) for 2019.

**Motion to approve the 2019 pledge commitment to GRE for \$5000 made by John DeFilipps, seconded by Ken DeRoller. Motion Passed. M0619-02.**

**Consideration of a Technical Services Agreement with H. Sicherman & Company Inc.** ----Jim reported that the Agency solicited for technical consulting services. The sole response was received from H. Sicherman & Company Inc.

**Motion to approve the Technical Services Agreement with H. Sicherman & Company Inc. made by Skip Draper, seconded by Ken DeRoller. Motion Passed. M0619-03.**

**ARG Services of WNY Inc. Consider Lien Subordination Request**—This item was presented and discussed at the OLRC Board Meeting immediately following this meeting.

**VIII. Adjournment**

**Skip Draper made a motion to adjourn the meeting subject to Chairman’s recall, seconded by Carol D’Agostino. Motion Passed.**

**Respectfully Submitted,  
Diane Blanchard**