

OEDA Board Meeting Minutes

July 14, 2023

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

Members Present:

John Misiti, Chairman
Craig Tuohey, Assistant Secretary
John Fitzak, Treasurer
Skip Draper, Vice Chairman
Jeff Martin, Member
Carol D'Agostino, Assistant Treasurer

Members Absent:

Ed Urbanik, Secretary

Also Present:

Michael Dobell, CEO/CFO
Gabrielle Barone, Vice President Development
Kevin Zanner, OEDA Legal Counsel
Diane Blanchard, Admin Manager
Tom Rivers, Orleans HUB (Joined the meeting at 8:40 am)

Roll Call---- The meeting was called to order by John Misiti at 8:00 a.m. Diane called the roll. Board members John Misiti, Craig Tuohey, John Fitzak, Skip Draper, Jeff Martin and Carol D'Agostino were present, constituting a quorum of the Board.

I. Approval of Board Meeting Minutes June 9, 2023 (Electronic)

The Board reviewed the draft minutes from the June 9, 2023 Board meeting. Craig Tuohey made a motion to approve the meeting minutes as presented. The motion was seconded by John Fitzak and unanimously carried (6-0-0).

II. Financial Reports

COIDA/ORLF Accept Monthly Financials

Michael Dobell presented the COIDA and ORLF financial reports for the month ending June 30, 2023. Michael noted the auditor expense in the financial report and indicated that the Agency will issue a request for proposals for auditing services. Cash flow is projected to be tight through year-end. The Heritage Wind project is being revised due to the ORES decision declining to approve the relocation of four of the turbines. The project is expected to be reduced from a 200 MW project to an approximately 168-175MW

project. It is not expected to close until 2024. The Board discussed the finances of the Agency. At the conclusion of the discussion, Jeff Martin made a motion to accept the COIDA and ORLF financial reports. The motion was seconded by Skip Draper and unanimously carried (6-0-0).

PILOT Report –Diane reported all PILOT payments are all current except BOMET’s Village PILOT payment.

III. Report of Committees/Departments/Sites

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

ESD is seeking a location in Orleans County for round 13 of the CFA. ESD wants to see a greater number of applicants from Orleans County. The County office building could be an optimal location to host this.

Gabrielle met with Laura Bentley to discuss the Tillman’s Inn project and CFA grants.

Gabrielle met with Jen Hill Young from Hill Construction to discuss purchasing a building in Albion for a light industrial project.

Stockham Lumber Company---Gabrielle met with the owners who are now considering a rail siding project. Falls Road Railroad to participate.

Project Updates – Michael presented the following project updates:

Former KFC Site--- developer is interested in acquiring the former KFC site in Albion for a new restaurant. This is a potential OCR project.

Carquest Auto Parts—The company will be adding more employees and is interested in an OCR grant.

Heritage Wind-Michael reported that ORES made a decision regarding the proposed relocation of several wind turbines for the project. They are scaling back to 28 turbines. With these changes, closing is delayed until Spring of 2024.

Hemlock Ridge Solar- Michael updated the Board regarding the PILOT negotiation and where each of the taxing jurisdictions stand with respect to allocating PILOT payments. COIDA is waiting for the towns to respond to the latest offer from the County and school districts. Discussions are ongoing with the developer regarding the Agency’s administrative fee for the project.

Facilities/Sites---No report.

MAP and LDC Report

Spring MAP Class 2023

- Diane reported that the Spring MAP class graduated on June 13th and all graduates received their completion certificates. To date, 576 participants have gone through the course, and nearly one million dollars in grant monies have been disbursed to 50 existing and new businesses.

Diane is closing on a grant for Duby's Tailgate on July 19th. This grant is for \$35,000.

- Loans Status: Printed reports from 06/10/23 are available for review.
 - Total funds in RLF Account as of 06/30/23:
 - \$36,298.48---HUD unrestricted fund
 - \$85,161.88---Unrestricted Money Market Account.

Legal --No report.

Marketing --- Michael reported he is working with Mindful Media and will be applying for a marketing grant. He also reported on initial discussions with Camoin Associates regarding a county-wide comprehensive plan and a recent EDA site visit to the Medina Business Park. The northern part of the business park is located in a distressed area which makes it eligible for EDA infrastructure funding for a project locating in that part of the business park.

IV. Executive Session

The Board entered into executive session. Minutes of the executive session were prepared and are posted to the Agency website.

V. Unfinished Business – None.

VI. New Business.

Consider the approval of the GRE Sponsorship

Michael reviewed with the Board the Greater Rochester Enterprise (GRE) yearly sponsorship. The Agency's cost for participating in GRE is \$5000.00.

Skip Draper made a motion to approve payment of the GRE invoice. The motion was seconded by John Fitzak and unanimously carried (6-0-0).

Consider Amendment to COIDA Investment Policy.

Michael reported he is seeking higher interest rates for Agency accounts. The current Investment Policy lists only one authorized depository. The proposed amendment would add Five Star Bank, M&T Bank and Tompkins Community Bank as authorized depositories for COIDA.

John Fitzak made a motion to approve the amendment to the COIDA Investment Policy to add Five Star Bank, M&T Bank and Tompkins Community Bank as authorized depositories. The motion was seconded by Craig Tuohey and unanimously carried. (6-0-0).

Consideration for the Approval of the Agreement with H. Sicherman & Company for the Services Related to the Project with Takeform.

Skip Draper made a motion to approve the agreement with H. Sicherman & Company for the services related to the project with Takeform. The motion was seconded by Carol D'Agostino and unanimously carried. (6-0-0)

Adjournment

John Fitzak made a motion to adjourn the meeting subject to Chairman's recall. The motion was seconded by Jeff Martin and unanimously carried (6-0-0).

Respectfully submitted,

Michael Dobell