

OEDA Board Meeting Minutes

June 10, 2022

121 N Main Street 2nd Floor Albion NY
Board Room
8:05 a.m.

Members Present:

John Misiti, Chairman
Skip Draper, Vice Chairman
John Fitzak, Treasurer
Paul Hendel, Member via Zoom

Members Absent:

Carol D'Agostino, Assistant Treasurer
Ed Urbanik, Secretary

Also Present:

Michael Dobell, CEO/CFO
Gabrielle Barone, Vice President Development
Diane Blanchard, MAP Business Coordinator
Kevin Zanner, OEDA Legal Counsel

Roll Call---- The meeting was called to order by John Misiti at 8:05 a.m. Diane called the roll. Board members Paul Hendel, John Misiti, John Fitzak, and Skip Draper were present, constituting a quorum of the Board.

I. **Approval of Board Meeting Minutes May 13, 2022 (Electronic)**

The Board reviewed the draft minutes from the May 13, 2022 Board meeting. Skip Draper made a motion to approve the meeting minutes as presented. The motion was seconded by John Fitzak and unanimously carried (4-0-0).

II. **Financial Reports**

COIDA/ORLF Accept Monthly Financials

Michael Dobell presented the COIDA and ORLF financial reports for the month ending May 31, 2022. He also reported on the status of a possible loan from the County. At the conclusion of the discussion, John Fitzak made a motion to accept the COIDA and ORLF financial reports. The motion was seconded by Skip Draper and unanimously carried (4-0-0) **M0622-01**.

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

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

CNC Machining and Manufacturing--- Gabrielle reported that the company is considering an expansion project in the MBP next to the hotel. BME is working with the company.

Stockham Lumber—Gabrielle met with Stockham Lumber owner Dan Clips who is now working on a stair manufacturing project. Another possible OCR project. Gabrielle also continues to work with the company on the rail project. They met with GBT Rail and discussed a team track in Holley at Stockham Lumber. The company is in the process of reevaluating the project as the estimated cost would be approximately between \$150,000 to \$180,000.

Holley Business Park and Medina Business Park----Gabrielle reported that the physical appearance of both parks have improved greatly with the help of the towns.

Job Corp Community Relations Committee----Gabrielle presented a brief update on this item, noting that one challenge with workforce development is the need for life skills training.

West Oak Orchard Street Development----The developer is working with BME on a wetlands delineation for the site.

Takeform---Gabrielle reported that Takeform is working on an in-house project involving new software. The company is expected to apply for OCR funding and other incentives for the project.

Hilton Spencerport Express---Gabrielle reported the company does warehousing for Waddington North America (the former Precision Packaging) at the Holley Business Park. The company is considering the construction of another 50,000 square foot warehouse in the Town of Kendall. The company is also working with BOMET who needs a transport to move their products in the U.S.

Pride Pak---Gabrielle reported that Pride Pak was seeking a 10,000 square foot facility for a manufacturing project but is now considering a building addition at its current location.

Project Updates – Michael presented the following project updates:

Velocitii OCR Project---Michael reported that the first drawdown for the OCR project has been submitted. Waiting on funds to be deposited into the Town of Ridgeway account. The company will use OCR funds for working capital.

Zambistro OCR Project---Michael reported that the OCR funds for Zambistro are in the Orleans Land Restoration Corporation bank account. OLRC is waiting on a few documents from the company before a closing can be scheduled.

Heritage Wind Project---Michael reported that Heritage Wind continues to work on issues relating to the relocation of six wind turbine sites that were objected to by the U.S. Fish and Wildlife Service.

Falls Road-Culvert/Bridge Replacement---Michael reported that this work is being performed with Northern Borders grant funding. The project should be done this year. Waiting on DOT approval for construction.

Facilities/Sites

EV Charging Stations at the MBP---Michael reported that he is working with Jim Whipple to identify locations for EV charging stations in the Medina Business Park. This is part of a National Grid grant.

Hemlock Ridge Solar---Michael reported that the Town of Barre will be having a public hearing this month for this project.

MAP and LDC Report

Diane reported that eleven members of the Spring MAP Class will graduate on June 14. The graduation is being held at Gallo's Bar & Grill Restaurant in Hamlin.

Participants in the class:

Delores Hansel owns Brush Strokes Studio at the Arnold Gregory Building.

Chris Glogowski owns the Coffee Joint in Albion.

Tiffany Allen wants to open a food truck business.

Cassandra Brady owns Iced & Glazed Bakery home based bakery.

Rebecca Alexander owns Dubby's Tailgate in Albion.

Andrew LaFave wants to open a plastic recycling business.

Kristen Ostrander, new owner of Blooms Flower Shop in Albion.

Amanda Vasquez wants to open a bakery in Medina.

Deborah Prest, Red Check Home Décor in Albion.

Jessica Skehan, an artist who wants to open a shop in Medina.

Erin Hills, wants to start a makeup artist business.

Loans Status: Printed reports from 06/10/22 are available for review.

Total Funds in RLF account as of 05/31/2022:

HUD unrestricted funds---\$9,318.13

Five Star Money Market Account-Unrestricted Funds---\$84,923.30.

PILOT Report--- All PILOTs are current.

Legal----Kevin reported that four bills impacting IDA operations were passed by the Senate and Assembly and will move to Governor's desk for approval or veto. Kevin indicated that his firm is monitoring the status of the bills and will report if any of the bills become law.

Marketing---Michael reported on the continued efforts by Mindful Media to identify and pursue grant funding for marketing and other Agency initiatives. He also reported meeting with Mary Grace Welch to discuss possible National Grid grants and marketing to Canadian businesses.

Michael also reported on Survey Census Tracking Data on businesses in Orleans County.

IV. Executive Session---None.

V. Unfinished Business----None.

VI. New Business

Consider the Extension of Professional Services of Jim Whipple.

Michael requested that the Board to extend Jim Whipple's consulting contract to the end of this year and the cap of \$5000 be increased to \$10,000. He noted that Jim is working on the EV charging stations.

Skip made a motion to approve extending Jim Whipple's contract to the end of the year with a cap of \$10,000, seconded by John Fitzak and unanimously carried. (4-0-0)

M0622-02.

Discuss Appointment of COIDA Member to OCLDC Board.

Michael noted that the OCLDC By-Laws provide that one person serving as an active COIDA Board member is to be appointed to sit on the OCLDC Board. After some discussion, Paul made a motion to appoint John Misiti to the OCLDC Board, with the recommendation to that Board that John also serve as the Chairman of the OCLDC Board. The motion was seconded by Skip Draper and unanimously carried. (4-0-0)

M0622-03.

Monthly Meeting with Staff before the IDA Board Meeting---John Misiti reported he will be conducting monthly meeting with staff to discuss action items.

Shortage of Two OEDA Board Members---John Misti discussed with the Board identifying new appointees to the COIDA for the current open seat on the Board and the potential vacancy of another Board seat. Board members were asked to provide recommendations for candidates.

Medina Hospitality and Brymark Fixture Filing Subordination Agreement
Kevin reported that counsel for BriMark has requested that COIDA subordinate its fixture filing with respect to the Medina Hospitality property. BriMark is negotiating a resolution of its dispute with the project owner and will be taking a mortgage on the property as part of the resolution of the dispute.

John Fitzak made a motion to authorize the subordination of the fixture filing, conditioned upon there being a resolution of the pending foreclosure litigation between BriMark and Medina Hospitality. The motion was seconded by Skip Draper and unanimously carried. (4-000) **M0622-04**.

Adjournment

Skip Draper made a motion to adjourn the meeting subject to Chairman's recall. The motion was seconded by John Fitzak and unanimously carried (4-0-0).

Respectfully Submitted,

Diane Blanchard