

**OEDA Board Meeting Minutes**

**November 18, 2022**

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

**Members Present:**

John Misiti, Chairman  
John Fitzak, Treasurer  
Craig Tuohey, Member  
Skip Draper, Vice Chairman

**Members Absent:**

Ed Urbanik, Member  
Carol D'Agostino, Assistant Treasurer

**Also Present:**

Michael Dobell, CEO/CFO  
Gabrielle Barone, Vice President Development  
Diane Blanchard, MAP Business Coordinator  
Kevin Zanner, OEDA Legal Counsel (via Zoom)  
Kelly Kiebala, Orleans County Job Development Agency

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

**I. Approval of Board Meeting Minutes October 14, 2022 (Electronic)**

The Board reviewed the draft minutes from the October 14, 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 October 31, 2022. The Board discussed the financial reports. At the conclusion of the discussion, a motion to accept the COIDA and ORLF financial reports was made by Craig Tuohey, seconded by John Fitzak and unanimously carried (4-0-0).

**Guest Speaker-Kelly Kiebala**—Kelly updated the Board on training and education resources. She spoke of the Dept of Social Services for people that are on public assistance and are deemed employable. She stated training is available along with work activities to help them find employment.

Glow Workforce Development Labor Funding—Kelly spoke of labor funding available for those who are trying to find a job. Kelly also spoke of the Job Development Agency helping manufacturing businesses to find employees.

Kelly reported on Glow With Your Hands, an annual event for students. Over one thousand students participated last year.

### **PILOT Report**

Diane presented the PILOT report. BOMET is behind on its CSD PILOT payment. Michael will reach out to Bo again. The amount due is \$4152.02.

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

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

**Holley Business Park**- A potential second company is interested in the park. Currently working on estimated size of the building. Gabrielle reported the company is reviewing the price of the structure on a per acre basis.

**Velocitii**--- Gabrielle reported the company is ready for the last draw for its OCR loan/grant project.

**Zambistro Project**—Gabrielle reported that the company's OCR project is complete. The last draw was disbursed.

**Project Updates** – Michael presented the project updates. He reported on receipt of several RFPs during the last few months. Many are focused on advanced manufacturing.

**Medina Hospitality Project**- The PILOT/lease-leaseback transaction with Medina Hospitality has closed and COIDA was paid its administrative fee.

**Hemlock Ridge Solar Project**- Michael reported on the PILOT negotiations with the Town of Barre and the other five taxing jurisdictions. The Board discussed COIDA's role in negotiating PILOTs. The Board decided to form a committee of the Board to examine COIDA's policy with respect to negotiating PILOT agreements for renewable energy projects.

**Freeze Dry Project-** COIDA staff continues to work with the company on this project.

**Facilities/Sites**

Michael reported that he is setting up a meeting with GRE to discuss the Bates Road substation.

**MAP and LDC Report**

Diane reported all ten participants in the Fall MAP class graduated on Tuesday, November 8<sup>th</sup>.

Christine Nenni-Best of Tymes Rentals

Jennifer Walker-Party Bus

Brandi DiMatteo-Event Planning and Party Equipment and Furniture Rentals

Charlie Ricci-Heavy Equipment and Golf Cart Rentals

Tracie Fleischhut-Rustic Country Store on Rt 104 in Albion

Gabrielle Joyner-Holistic Wellness Center

Diago Russell- Hometown Lawn Care in Medina

Dan Rosentreter-Coffee Pot Café in Medina

Jordan Gawne-Bakery in Medina

Mandee Heinsler-Barre Boutique

**2022 Microenterprise Grant Update---**Diane reported that the Orleans County Local Development Corporation was awarded a \$300,000 OCR grant for the Microenterprise Assistance Program. She received the release of funds letter on Monday. Six businesses have applied for grant funding.

**Loans Status:** Printed reports from 11/10/22 are available for review.

**Total Funds in RLF account as of 10/31/22:**

HUD unrestricted funds---\$14,864.14

Five Star Money Market Account-Unrestricted Funds---\$84,994.98.

**IV. Legal---**No report.

**V. Marketing---**Michael presented a brief update on marketing. He continues to work with Dina/Mindful Media.

**VI. Executive Session**

A motion to enter into Executive Session to discuss the proposed acquisition of real property was made by John Fitzak, seconded by Craig Tuohey and unanimously carried (4-0-0). At the conclusion of the Executive Session, Skip Draper made a motion to exit Executive Session. The motion was seconded by Craig Tuohey and unanimously carried (4-0-0). No action was taken during Executive Session.

**VII. Unfinished Business---None.**

**VIII. New Business**

**Consider Resolution Authorizing an Amendment to the PILOT Allocation Agreement for the Heritage Wind Project.**

Michael reported on the proposed amendment to the PILOT Allocation Agreement for the Heritage Wind project. He then presented the following resolution:

**RESOLUTION OF THE COUNTY OF ORLEANS  
INDUSTRIAL DEVELOPMENT AGENCY AUTHORIZING  
AN AMENDMENT TO THE PILOT ALLOCATION  
AGREEMENT FOR THE HERITAGE WIND PROJECT**

Skip Draper made a motion to adopt the resolution. The motion was seconded by John Fitzak and, with a roll call vote, was unanimously carried. (4-0-0). Resolution attached. **M1122-01.**

**Consider Retaining GAR Associates for Appraisal of 3 Parcels in the Holley Business Park**

Skip Draper made a motion to retain GAR Associates to prepare appraisals for three parcels in the Holley Business Park at a cost not to exceed \$5000.00. The motion was seconded by John Fitzak and unanimously carried (4-0-0).

**Adjournment**

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

Respectfully submitted,

Diane Blanchard