

**Chenango County IDA**  
**Board Meeting Minutes**  
**October 21, 2020 | 8:00 a.m.**



Present: R. Gibbon; B. Burton; P. Raymond; W. Outwater; M. Khoury

Staff: K. Green; J. Cacciola

Guest: S. Butler; S. Palmatier; C. Paliotta

1. Board Chair B. Burton called the meeting to order at 8:00a.m.
2. Upon review, motion to approve the September 16, 2020 Regular Meeting Minutes made by W. Outwater, seconded by R. Gibbon. Ayes all. Approved.
3. K. Green discussed the September 30 Financial Statements.
  - a. Aged receivables, all items are caught up.
  - b. The prepaid expense listed is insurance.
  - c. Accounts payable item is NYSEG and Laughlin maintenance.
  - d. RFPs for audit and landscaping have been published, applications will be available at the November board meeting.
  - e. K. Green reviewed the Statement of activities.
  - f. Cascun Farms deferred payment will remain on the statement until the end of the year.
  - g. Expense items “Software & Equipment” and “Airport utilities” were not budgeted for this year, they will be included in the 2021 budget.
  - h. Railroad Restoration project income was moved into the general operating expenses.
  - i. Motion to approve the September 30 Financial Statements was made by P. Raymond, seconded by R. Gibbon. Ayes all. Approved.
4. Bills & Invoices were reviewed in detail:
  - a. Motion to approve the Bills & Invoices made by R. Gibbon, seconded by P. Raymond. Ayes all. Approved.
5. K. Green provided an update on the Puckett Solar PILOT project.
  - a. Construction was delayed due to the COVID-19 pandemic.
  - b. Final closing documents are with their lawyers.
6. K. Green provided a summary of the Tiffany Solar PILOT project public hearing.
  - a. Held October 13, 2020
  - b. Tedd Guinn, B. Burton, and P. Goodale were in attendance.
  - c. Next steps are to approve the SEQRA and Final Authorizing Resolution.
7. Motion to approve the SEQRA was made by W. Outwater, seconded by P. Raymond. Ayes all. Approved.
8. Motion to approve Final Authorizing Resolution was made by P. Raymond, seconded by R. Gibbon. Ayes all. Approved.
9. K. Green stated with these approvals the Tiffany Solar PILOT project is on schedule to close by November 20, 2020.
10. K. Green is continuing to review potential new board members.
11. K. Green reminded the board to complete their ABO training before the end of the year.
  - a. B. Burton provided a summary of the training
12. K. Green provided an update on the documents input into the PARIS system.

- a. 2019 items are still being audited with questions primarily about PILOTs.
  - b. 2020 items are complete
  - c. The 2021 budget needs to be uploaded before the end of October
13. K. Green is working on the 2021 budget and will met with R. Gibbon.
- a. The budget will be on the agenda for approval at the November meeting
  - b. Line items for the airport building will be added to the budget
  - c. PILOT closing costs and administrative fees will be added to the budget, and will help offset the costs of maintaining the airport building.
14. K. Green provided a short overview of a new solar PILOT project in Coventry.
- a. Norbut Solar farms purchases land for their solar farms
  - b. 3 separate 5 megawatt solar PILOTs will be submitted in early 2021.
  - c. Norbut will be presenting at the next Coventry planning meeting.
15. Chairman Burton called for an executive session to discuss legal and personnel.
16. Motion to move to executive session was made by W. Outwater, seconded by P. Raymond. All ayes. Approved.
17. Motion to leave executive session was made by P. Raymond, seconded by R. Gibbon. Ayes all. Approved.
18. Motion to adjourn made by W. Outwater, seconded by P. Raymond. Ayes all. Approved. Meeting adjourned at 9:33a.m.

Respectfully Submitted,

*Joanna Cacciola*

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Board Recorder