

Chenango County IDA
Board Meeting Minutes
November 17, 2021 | 8:00 a.m.



Present: J. Blanchard; B. Burton; R. Gibbon; M. Khoury; P. Raymond; T. Zieno

Staff: K. Green; K. O'Connor

Absent: M. Ryan

Guest: Shane Butler, George Seneck, Jeffrey Nemeth, Rob Panasci, Canice Pullota,

1. Board Chair B. Burton called the meeting to order at 8:00 a.m.
2. Executive Director K. Green read the IDA mission statement
3. Motion to approve the October 20, 2021 Regular Meeting Minutes made by P. Raymond, seconded by R. Gibbon. Ayes all, approve, B. Burton abstained.
4. K. Green reviewed the October 31, 2021 Financial Statement.
 - a. Information reviewed included account receivables & payables to date as well as the statement of actives including revenues & expenditures to date.
 - b. Motion to approve the October 31, 2021 Financial Statements made by J. Blanchard, seconded by P. Raymond. Ayes all, approved.
5. Bills & Invoices were reviewed.
 - a. Motion to approve the Bills & Invoices made by P. Raymond, seconded by R. Gibbon. Ayes all, approved.
6. K. Green provided and Executive Director report:
 - a. Discussed Commerce Chenango's Strategic Plan
 - b. Discussed next 5:05 event at the Sherburne Inn
 - i. Event focused around Leadership Chenango program
 - c. Building next door owned by DCC is for sale (17-19 S. Broad Street)
 - i. Lease will be changing from Creative Works to Kate & Tabitha
 - d. Hotel Project: No new updates
 - e. Still awaiting results from DRI submission
 - f. DCC recently granted two new loans
 - i. Jerry's Inn- Bainbridge, NY
 - ii. Forged Brewing Company- Coventry, NY
 - g. Provided status updates for 2022 budgets
7. Old Business
 - a. K. Green provided an update on Norbut Solar:
 - i. Awaiting closing date via attorneys
 - b. K. Green provided updates on High Bridge Wind Project:
 - i. Public Hearing was completed Wednesday, October 27, 2021
 - ii. All letters received are available on website
 - iii. Reviewed next steps for High Bridge Wind Project.
 - iv. Reviewed letter submitted by Northland Power in response to questions raised at last meeting
 - A. Discussed the projects outcome should PILOT not be granted. Project has other avenues to move forward, however there would be limited local benefit if completed outside of CCIDA PILOT process.
 - v. Cost Benefit Analysis was reviewed
 - vi. Reviewed terms of the PILOT and disbursements to local municipalities and school districts
 - ii. RESOLVED, that the Chenango County IDA approve the proposed Final Authorizing Resolution for the High Bridge Wind PILOT application as presented.

- A. Motion made by P. Raymond seconded by J. Blanchard. Ayes all, approved.
- R. Gibbon Abstains.

8. New Business

a. Comptroller Audit still active

- i. Area that seems to have to most room for improvement is monitoring of active projects
- ii. Changes are already being implemented to improve these processes
- iii. R. Gibbon & B. Burton both met with auditor, discuss the need for better documentation and review of our policies.

b. 2022 Budget

- i. Proposed 2022 IDA budget reviewed
- ii. Areas of review included changes to Administrative Service Agreement, Revenues, & Expenditures.
- iii. RESOLVED, that the Chenango County IDA approve the proposed 2022 Budget as presented.

- A. Motion made by R. Gibbon, seconded by M. Khoury. Ayes all, approved.

9. Future Business

a. December 2021 Meeting

- i. Will be reviewing mission statements & performance goals for 2022
- ii. Will discuss any offers received for Incubator Building should the decision be made to sell.

10. Motion to move into Executive Session for legal discussion at 8:41 a.m. made by P. Raymond, seconded by J. Blanchard. Ayes all, approved.

11. Motion to leave Executive Session at 9:05 a.m. made by J. Blanchard, seconded by P. Raymond. Ayes all, approved.

12. Motion to adjourn the meeting at 9:05 a.m. made by R. Gibbon, seconded by J. Blanchard. Ayes all, approved.

Respectfully Submitted,

KarriAnn O'Connor

KarriAnn O'Connor
Economic Development Assistant
IDA Board Recorder