

**Chenango County IDA**  
**Board Meeting Minutes**  
**December 15, 2020 | 8:00 a.m.**



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

Staff: K. Green; J. Cacciola

Guest:

1. Board Chair B. Burton called the meeting to order at 8:00a.m.
2. Upon review, motion to approve the November 18, 2020 Regular Meeting Minutes made by P. Raymond, seconded by M, Khoury. R. Gibbon abstains. Three ayes. Approved.
3. K. Green discussed the November 30 Financial Statements.
  - a. All accounts receivable have been caught up.
  - b. Accounts payable, Bond, Schoeneck & King, LLC is advisement on 2 projects. Solar projects are billed back to the Solar company.
  - c. Statement of Activities looks negative due to lack of rent at the airport building. The 2021 budget was previously approved, and better projects income and expenses for the year.
  - d. "On the Rail" item is due to forgiving 1 month of payment at the start of the COVID-19 pandemic.
  - e. Motion to approve the November 30 Financial Statements was made by R. Gibbon, seconded by P. Raymond. 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 a status update of the Puckett Solar PILOT project.
  - a. Puckett is in final stages of closing documents, but unlikely to close before end of 2020.
  - b. Details for closing costs and fees have been finalized.
6. K. Green provided a brief update on Tiffany Solar PILOT project.
  - a. Tiffany finance closing date is 11/20/2020
  - b. Once their finance closing is complete they would like to have all documents between them and IDA finalized by end of 2020.
7. K. Green provided an update on the Norbut Solar Farm PILOT project.
  - a. Norbut presented to Coventry Planning Board again.
  - b. K. Green information about economic development to Norbut for meeting; K. Green did not attend Coventry meeting.
8. Board Membership is on hold until after January 4, 2021. County Board of Supervisors will have one resolution to approve increase in CCIDA board membership from five (5) to seven (7), and to approve the new board members.
9. The airport building remains empty, K. Green is still exploring all options and in communication with potential renters/buyers.
10. Authorities Budget Office (ABO) Training has been completed by all current IDA board members, renewal dates will be in 2023.
11. K. Green will be updated the IDA Board handbook based on ABO handbook and benchmarked with peer organizations.

12. A new member “welcome” meeting was discussed, and a special meeting can be called if the board would like to host one when new members have been confirmed.
13. Chairman Burton called for an executive session to discuss maintenance bids, voting to commence in public session.
14. Motion to move to executive session at 8:14 a.m. was made by M. Khoury, seconded by P. Raymond. All ayes. Approved.
15. Motion to leave executive session made by M. Khoury, seconded by R. Gibbon. Ayes all. Approved.
16. Motion to approve ORB Seal Coating for maintenance contract made by P. Raymond, seconded by M. Khoury. Ayes all. Approved.
17. Motion to adjourn made by P. Raymond, seconded by R. Gibbon. Ayes all. Approved.  
Meeting adjourned at 8:26 a.m.

Respectfully Submitted,

*Joanna Cacciola*

Joanna Cacciola  
Board Recorder