

**Chenango County IDA**  
**Board Meeting Minutes**  
**December 15, 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

1. Board Chair B. Burton called the meeting to order at 8:00 a.m.
2. B. Burton read the IDA mission statement
3. Motion to approve the November 17, 2021 Regular Meeting Minutes made by J. Blanchard, seconded by T. Zieno. Ayes all, approved.
4. K. Green reviewed the November 30, 2021 Financial Statement.
  - a. Information reviewed included account receivables & payables to date as well as the statement of activities including revenues & expenditures to date.
  - b. Motion to approve the November 30, 2021 Financial Statements made by M. Khoury, seconded by P. Raymond. Ayes all, approved.
5. Bills & Invoices were reviewed.
  - a. Motion to approve the Bills & Invoices made by J. Blanchard, seconded by T. Zieno. Ayes all, approved.
6. K. Green presented Executive Director report:
  - a. Continuing to finalize Strategic Plan
  - b. Starting steps toward becoming accredited Chamber of Commerce
  - c. Leadership program kicking off
  - d. DCC activity
    - i. Lease change for 17-19 South Broad Street Norwich
    - ii. 17-19 South Broad building also for sale
    - iii. Hotel project- No updates at this time
    - iv. DRI updates
    - v. Loan funding & activity continuing
7. Old Business
  - a. Comptroller meeting tomorrow to discuss summary of findings
  - b. High Bridge Wind Project & Norbut Solar
    - i. Both are expected to close in early 2022, waiting on attorneys
8. New Business
  - a. Cascun PILOT Lease
    - i. Payments are up to date
    - ii. Letter received from Cascun requesting to terminate PILOT for Bainbridge building
    - iii. Members discuss options & determine need to discuss legal matters within executive session
  - b. Everything Bagelry
    - i. Currently in Unadilla, NY
    - ii. Business has boomed and growing rapidly, in need of new space
    - iii. Expecting to hire 6 new employees in next 6 months, 10 people in first year
    - iv. Found building in Bainbridge owned by Doug Rice
    - v. Suggested IDA consider this as food incubator, board agrees to consider
    - vi. Owner of business, Mathias, to present at January 2022 IDA meeting
  - c. Mission & Goals – to be reviewed and updated if anyone has suggestions or proposals for changes

- d. Board Performance Surveys emailed- Required to be completed
- e. Bailey's moved into Tecnofil building
  - i. Confirmed Bailey's has no PILOT or obligation to IDA
- 9. Motion to move into Executive Session for legal discussion at 8:36 a.m. made by P. Raymond, seconded by J. Blanchard. Ayes all, approved.
- 10. Motion to leave Executive Session at 9:04 a.m. made by M. Khoury, seconded by P. Raymond. Ayes all, approved.
- 11. Motion for the IDA to accept the request by Cascun Farms to terminate the PILOT and Lease Agreement with Chenango County IDA, effective January 22, 2022 made by B. Burton, seconded by P. Raymond. All ayes, Khoury Nay, approved.
  - a. K. Green to work with our attorney on steps and notification necessary to sunset the PILOT.
- 12. Motion to adjourn the meeting at 9:05 a.m. made by J. Blanchard, seconded by T. Zieno. Ayes all, approved.

Respectfully Submitted,

*KarriAnn O'Connor*

KarriAnn O'Connor  
Economic Development Assistant  
IDA Board Recorder

DRAFT