

**Chenango County IDA  
Board Meeting Minutes  
February 16, 2022 | 8:00 a.m.**



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

Staff: K. Green; K. O'Connor; B. Miner

Absent: M. Ryan; R. Gibbon

Guest: Mathias Wesner; Tyler Bookout; S. Butler

1. Board Chair B. Burton called the meeting to order at 8:01 a.m.
2. B. Burton read the IDA mission statement
3. Motion to approve the January 18, 2022 Regular Meeting Minutes made by P. Raymond, seconded by T. Zieno. Ayes all, approved.
4. K. Green reviewed the January 31, 2022 Financial Statement.
  - a. Information reviewed included account receivables & payables to date as well as the statement of activities including revenues & expenditures to date.
    - i. K. Green noted that Norbut Solar Coventry Project and High Bridge Wind Project show negative budgets as they have not closed and therefore have no annual fee to date.
    - ii. Assets Accounts Receivable is higher than normal due to the annual billing of PILOT administrative fees.
  - b. Motion to approve the January 31, 2021 Financial Statements made by M. Khoury, seconded by J. Blanchard. Ayes all, approved.
  - c. Inseto annual audit has begun: K. Graves submitted financial reports last week
  - d. PILOT questionnaire has been sent out to all PILOT projects per ABO guidelines with a deadline of next week.
    - i. B. Burton requested a review of the questionnaires be an agenda item for the next meeting.
5. Bills & Invoices were reviewed.
  - a. K. Green highlighted that the NYSEG: Airport Utilities line is twice as high than usual as NYSEG skipped a month.
  - b. Motion to approve the Bills & Invoices made by P. Raymond, seconded by T. Zieno. Ayes all, approved.
6. Presentation by Mathias Wesner of Everything Bagelry, LLC, joined by business partner Tyler Bookout
  - a. Presentation included company background & history, projected growth estimates and potential with and without the aid of the CCIDA, economic benefit factors including economic velocity, and oral explanation of business plan and operations.
  - b. K. Green gave an update on the building appraisal, which should be completed soon.
7. K. Green presented Executive Director report:
  - a. Commerce Chenango Activity

- i. Commerce Chenango Executive Committee has restructured and now includes B. Burton and P. Raymond.
      - ii. Commerce Chenango Strategic Plan to be presented at April meeting.
      - iii. Virtual Notary Public Workshop, to be held on February 18, 2022, has 45 registrations.
      - iv. Talent Pipeline event happening on May 11th; a Call for Session Speakers is to be sent out later this week.
      - v. Wine, Beer, & Food Festival (WBF) scheduled for July 30th at the Chenango County Fairgrounds.
    - b. DCC activity
      - i. Commerce Chenango is actively recruiting for two positions under Economic Development.
      - ii. DRI Updates
        - 1. The first public workshop is to be held this evening via Zoom.
        - 2. Special meeting to be tentatively scheduled for next Thursday: Open Call for Proposals
        - 3. Brief overview of project requirements
      - iii. Currently no word on the PILOT applications for Norbut Solar or High Bridge Wind.
8. Old Business
  - a. Comptroller CCIDA Process Audit Draft should be released soon.
  - b. Airport Incubator Building Appraisal to be completed soon. The CCIDA needs to decide officially if they would like to sell the property.
9. New Business
  - a. Cascun PILOT Lease
    - i. K. Green secured insurance on building as Cascun moved out, terminated insurance, and did not notify the CCIDA.
      - 1. B. Burton inquired about the cost associated with the building, including utilities and taxes. K. Green to report at next meeting.
    - b. B. Burton shared that he had a conversation with J. Kampe and I. Sutton regarding the rail bike project, Expedition, Chenango, and they are moving forward. They will connect with K. Green soon on next steps. s
10. Motion to move into Executive Session at 9:07 a.m. made by M. Khoury, seconded by P. Raymond. Ayes all, approved.
11. Motion to leave Executive Session at 9:37 a.m. made by P. Raymond, seconded by T. Zieno. Ayes all, approved.
12. Motion to approve the sale of the Airport Incubator Building pending appraisal made by P. Raymond, seconded by J. Blanchard. Ayes all, Khoury nah, approved.
13. Motion to approve the purchase of the building located at 5 Walnut Street in Bainbridge made by P. Raymond, seconded by T. Zieno. Ayes all, Khoury nah, approved
14. Motion to move forward with a lease agreement for Everything Bagelry pending purchase of the building at 5 Walnut Street made by P. Raymond, seconded by J. Blanchard. Ayes all, Khoury nah, approved

15. Motion to adjourn the meeting at 9:40 a.m. made by M. Khoury, seconded by P. Raymond. Ayes all, approved.

Respectfully Submitted,

*Brianna Miner*

Brianna Miner  
Administrative Assistant and Receptionist  
Acting CCIDA Board Recorder