

DEVELOPMENT CHENANGO CORPORATION
REGULAR MEETING MINUTES
March 25, 2020

Present: M. Stagnaro; P. Dewey; D. Shea; P. Lopresti; C. Olin; E. Larsen; T. Potter; S. Marshman; M. Branham; B. Acee; M. Eldred

Via Phone:

Absent:

Contract Staff: K. Green, A. Larsen

Finance: S. Cwynar

Guest:

I. Call to Order

D. Shea called the meeting to order at 8:50 a.m.

II. Minutes

Upon review motion to accept the December 12, 2019 DCC Finance Committee, February 14, 2020 DCC Finance Committee, and December 19, 2019 DCC Board meeting minutes by S. Marshman, seconded by C. Olin. Ayes all. Approved.

III. Financial Report

S. Cwynar reviewed the February 29, 2020 DCC financial statements. Hercules Properties has interest owned of \$4,000 in receivables.

K. Green said a correction needed to be made to account for a payment made by Sunrise Family Farms.

S. Cwynar said bad debt allowance account may be adjusted.

K. Green said we've been working with Hercules Properties on figuring out their interest payments.

S. Cwynar said the reserve was for Sunrise and Hercules, so resolving those two issues would wipe out bad debt allowance.

K. Green said NYSEG is no longer running their economic development matching program. They previously gave us a 50% discount on our Statebook subscription. We may need to look into alternatives without that assistance. In any case the NYSEG receivable should be written off.

D. Shea said that could be done in finance committee or acted upon immediately.

Motion to write off NYSEG receivable of \$3,756 by T. Potter, seconded by M. Branham. Ayes all. Approved.

S. Cwynar said that the statement of activities is in line with budget. Loan activity is in line with budget. Investment activity may change significantly for March with unrealized losses.

Motion to approve the February 29, 2020 financial statements by M. Branham, seconded by T. Potter. Ayes all. Approved.

K. Green reviewed the economic development report. Norwich Meadows was looking to purchase the CDD building and we asked Tom Gray to help formulate a financing program to support the project. Several issues prevented the project from working out.

D. Shea said we could not facilitate the loan but Tom Gray's report will remain instructive in future situations.

K. Green spoke about the Greene Strategic Plan. The DCC board will choose the consultant upon the recommendation of the Greene Economic Development Strategic Plan Steering Committee. The process may be interrupted by the COVID-19 crisis.

K. Green said she is expecting some disruption to the usual DRI process. We hired a consultant who has written winning proposals. She will speak with him about our plans moving forward.

D. Shea said he also has doubts about the DRI's viability at this point but we should continue to push ahead lest we lose our progress.

K. Green said she's recently attended a number of economic development and chamber conferences, has spoken with Brindisi's office, CANYS, and other organizations on COVID-19 response. We advocated for statewide SBA disaster declaration to simplify loan applications for small businesses. There aren't many grant opportunities for businesses yet. Commerce Chenango has created a webpage for COVID-19 resources.

We are working on a policy for loan deferments.

K. Green said DCC and the Foundation should consider a program to support small businesses.

D. Shea said he supported a loan payment deferment policy.

M. Branham asked if deferments would be based on demonstration of impact by COVID-19 as well as verification of financial stress. She agrees in general with deferment policy.

K. Green said she plans to draft a policy and send to the finance committee. The current proposal is 90 days.

K. Green said we received a loan application from Mike Lacroce for re-opening the Sherwood Inn. We're asking Tom Gray to write a report.

D. Shea said the finance committee would review the report and return to the board.

E. Larsen asked about the balance of the existing Sherwood loan.

D. Shea said there was also a lease-to-own aspect of the project.

K. Green said the Chenango Historical Society is trying to add educational programming and is trying to find funding. They need \$5,000 and asked DCC for help.

E. Larsen said this may set a precedent of DCC providing small grants for non-profits.

D. Shea agreed and said that that would have other ramifications. It also might not be allowed by the Charter. It wouldn't be the same as the UHS CMH contribution.

K. Green proposed writing a letter of support or offering grant writing services instead.

T. Potter said it sounded like a good fit for the R.C. Smith Foundation.

D. Shea introduced Resolution 2020-10, Sunrise Family Farms Loan Restructure. Motion to approve by M. Branham, seconded by C. Olin. Ayes all. Approved.

IV. Adjournment

With no further business motion to adjourn made by M. Branham, seconded by T. Potter. Ayes all. Meeting adjourned at 9:40 a.m.