

CCIDA Meeting Minutes

May 20, 2020 | 8:00 a.m.

Present: E. Larsen; R. Gibbon; P. Raymond; W. Outwater; B. Burton;

Contract Staff: K. Green; M. Brennan

Finance: S. Cwynar

Guest: S. Butler; S. Palmatier; P. Goodale

1. Board Chair E. Larsen called the meeting to order at 8:01 a.m.
2. Upon review, motion to approve the April 15, 2020 Regular Meeting Minutes by P. Raymond, seconded by B. Burton. Ayes all. Approved.
 - a. Financial Report reviewed by Finance S. Cwynar. S. Cwynar discussed the April 30, 2020 Financial Statements. Current assets and property are similar to last years. Discussion regarding the Cascun Farm October 2019 and March 2020 NSF payments. K. Green sent them a letter for payment, awaiting response. Discussion about the legal fees held since 2017. We currently show a loss of \$8,000 for the year.
 - b. Action: Resolved, that despite attempts to investigate an accrued payable to Alvogen for legal fees, and upon recommendation of the auditors per the 2019 audit, the Chenango County IDA agrees to move \$7,750.58 accrued payable to the general operating fund. B. Burton motions to move back to general funds. B. Raymond seconded. Ayes all.
 - c. K. Green led a discussion on the transition to a new accounting software and “cleaning up” reports and titles in the reporting. In addition to cleaning up terminology, we will look to fix the items not budgeted for in 2020 ie the airport expenses.
 - d. W. Outwater motion to approve the Financial Report, B. Raymond seconded. Ayes all.
3. Bills & Invoices were reviewed in detail:
 - a. Airport utility costs may be due to temperature control issues. Weather stripping needs to be replaced. Also, shared well exists with neighboring building that we pay for pump and filtration system.
 - i. S. Palmatier estimates weather stripping to be about \$300. R. Gibbon offers to assist in repairs.
 - ii. Action: W. Outwater motions to have weather stripping done for a cost up to \$500. Seconded by B. Burton. Ayes all. Approved.
 - b. Upon review motion to approve bills and invoices by B. Burton, Seconded by P. Raymond. Ayes all. Approved.
 - c. Action: Resolved, to authorize Executive Director of the IDA to sign checks, without board member signatures on the vouchers, or second signature by the Chair due to remote meeting. Motion made by B. Burton, Seconded by W. Outwater. Ayes all. Approved.

4. The FEMA disaster grant has no new updates.
5. Tiffany / Saturn Solar Representative P. Goodale discussed the Saturn Power / Tiffany Solar project.
 - a. Update – Glare Study: this is under review by the FFA, awaiting results.
 - b. They would like to begin construction in the fall 2020, and have an engineering firm lined up.
 - c. Continued discussions regarding the per MW payment, and distribution between the stakeholders.
 - d. Executive Director is waiting for additional information, and P. Goodale will connect with her soon.
6. The Board would like to see a formula or state guidelines regarding PILOT agreements and green energy and solar programs.
 - a. Executive Director will look into creating an FAQ on this and try to get guidelines through ESD and NYSEDA.
7. We are continuing to advertise and show the Airport building; possible interest from Evans Farm, still vetting possibilities.
8. K. Green provided an overview of COVID-19 economic development initiatives & reopening updates.
 - a. K. Green sits on Southern Tier Regional Control Room as a proxy for Chairman Wilcox, and has daily calls. She is working closely with Chenango County Department of Health and Chenango Emergency Services (Marcas and Matt).
 - b. Each Tuesday there is a call specifically for Chenango County Services and K. Green participates as a panelist.
 - c. There have been numerous webinars and trainings made available to any individual or business, sponsored by Commerce Chenango.
 - d. K. Green has been sharing the weekly updates to the IDA board via email. Please contact her if there are any questions.
9. Motion to adjourn by W. Outwater, seconded by B. Burton. Ayes all. Approved. Meeting adjourned at 8:36am.

Respectfully Submitted,

Megan Brennan

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Board Recorder