



**Chenango County IDA  
Board Meeting Minutes  
May 18, 2022 | 8:00 a.m.**

Present: B. Burton; R. Gibbon; P. Raymond; T. Zieno; M. Ryan

Staff: K. Green; B. Knowles; B Miner

Absent: Jeff Blanchard; Michael Khoury

Guest: George Seneck, Isaiah Sutton, Kelly Sullivan, Bergmann PC and Peter Dolgos, Delaware River Solar

1. B. Burton called the meeting to order at 8:01a.m.
2. Roll call.
3. B. Burton read the IDA Mission Statement.
4. Upon review, motion to approve the March 24, 2022, Annual Meeting Minutes and the Regular Meeting Minutes made by P. Raymond, seconded by T. Zieno. Ayes all.  
Approved.
5. K. Green discussed the April 30th Financial Statements.
  - a. K. Green went over the Aged Receivables and stated that she will be reaching out to the various PILOT customers to requested they get caught up with their PILOT fees that are due.
  - b. Motion to approve the March 31 Financial Statement and the April 30 Financial Statement made by R. Gibbon, seconded by P. Raymond. Ayes all. Approved.
6. Bills & Invoices were reviewed in detail:
  - a. K. Green noted that there is an addition invoice that needs to be paid from Essential Home Inspections LLC for the inspection they did at 5-7 Scott St, Bainbridge in the amount of \$3,250.00
  - b. Motion to approve the Bills & Invoices made by P. Raymond, seconded by M. Ryan. Ayes all. Approved.
7. Presentation by Kelly Sullivan from Bergmann PC along with Peter Dolgos, developer for the project from Delaware River Solar on the CR14 Smyrna Solar Farm
  - a. Kelly gave an overview of the project and answered questions from the Board.
8. Presentation by Isaiah Sutton on the Rail Bike Project
  - a. R&W Railroad reached out to them indicating there are 2 bridges on the proposed route that are not suitable to use. They are looking at other possible routes.
9. K. Green reported on the following:
  - a. Had a great meeting for Route 12 STEAM.
  - b. Chenango County Workforce Summit on May 11<sup>th</sup> was a huge success. Looking to do it in-person next year.
  - c. Moving forward with implementing potential childcare projects.
  - d. Economic Development is continuing to look into possible grants for the Hotel Project.

- e. DRI Public Workshop was held at the Norwich High School on May 12<sup>th</sup>.
- 10. There are no updates on the PILOTs
- 11. K. Green gave an update on 5-7 Scott Street, Bainbridge address.
  - a. A building inspection was completed on May 12<sup>th</sup> and we are waiting on an appraisal date
  - b. We have a potential offer to buy or lease the property. After we get an appraisal, we can then take offers.
- 12. K. Green gave an update on Everything Bagelry.
  - a. The inspection has been completed.
  - b. An offer to purchase the property was made and accepted.

RESOLUTION: Motion by P. Raymond, seconded by T. Zieno, to approve the purchase of 9 Walnut Street, Bainbridge, New York from Douglas Rice, for \$150,000 and to authorize Kerri Green, President, and Chief Executive Officer, to sign all documents and perform all actions necessary and required to effectuate such purchase. Ayes all approved.

Discussion: There was a prior authorization to purchase this property for \$170,000. The appraisal came in showing the value of the property at \$150,000 and with further negotiations, the purchase price was agreed upon at \$150,000.

- 13. CCIDA By-Law was reviewed and updated. Motion by P. Raymond and seconded by R. Gibbon to approve the updates to the By-Law. Ayes all approved.
- 14. DOT easement at Earl B. Clark for culvert repairs is in place.
- 15. K. Green reported that Norwich Meadow Farm asked if they could buy the Earl B Clark property. Board Members discussed and agreed that it would need to be an outright sale.
- 16. B. Knowles reported to the Board Members on the Retention and Disposition Schedule for New York Local Government Records and the need for CCIDA to adopt this schedule.

RESOLUTION: Motion made by R. Gibbon, seconded by P. Raymond of the Chenango County Industrial Development Agency of Norwich N.Y. that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

Further Resolved, that in accordance with Article 57-A:

- a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein;

- b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Ayes all, approved.

- 17. Motion to adjourn made by R. Gibbon seconded by M. Ryan. Ayes all. Approved.  
Meeting adjourned at 9:06 a.m.

Respectfully Submitted,

*Barbara Knowles*

Barbara Knowles  
IDA Board Recorder