

**COUNTIES OF WARREN AND WASHINGTON
INDUSTRIAL DEVELOPMENT AGENCY**

5 Warren Street, Suite 210
Glens Falls, New York 12801

Tel. (518) 792-1312
website: www.warren-washingtonida.com

TO: **EXECUTIVE/PARK COMMITTEE MEMBERS**
COUNTIES OF WARREN AND WASHINGTON
INDUSTRIAL DEVELOPMENT AGENCY

FROM: Bud Taylor, Chairman

DATE: September 8, 2015

The **Executive/Park Committee** of the Counties of Warren and Washington Industrial Development Agency will hold its regular monthly meeting on:

Date: Tuesday, September 15, 2015 at 8:30 am

Location: FitzGerald Morris Baker Firth PC
16 Pearl Street, Glens Falls, NY.

cc: **All WWIDA Members**
Robert C. Morris, Attorney at Law (with attachments)
Thomas Jarrett, Jarrett Engineers (with attachments)
Amanda Allen, Warren County Board Clerk (with agenda)
Debra Prehoda, Washington County Board Clerk (with agenda)
Scott Donnelly, The Post Star (with agenda)

**Counties of Warren and Washington
Industrial Development Agency**

**AGENDA
EXECUTIVE/PARK COMMITTEE MEETING
September 15, 2015**

Park Committee:

1. Approval of August 11, 2015 Minutes
2. Allen Foresting Update (Jarrett)
3. RWS Mfg Letter – (Ferguson)
4. R/O/W Galusha Update (Morris)

Executive Committee:

1. Boats by George – Closing (Morris)
2. 354 Broadway/Price Chopper Project Update (Morris)
3. Website Upload
4. Annual Evaluation - Administrator

Adjournment

COUNTIES OF WARREN AND WASHINGTON INDUSTRIAL DEVELOPMENT AGENCY

5 Warren Street, Suite 210
Glens Falls, New York 12801

Tel. (518) 792-1312

The **Executive/Park Committee** meeting of the Counties of Warren and Washington Industrial Development Agency was held on **Tuesday, August 11, 2015** at FitzGerald Morris Baker Firth PC, 16 Pearl Street, Glens Falls, NY. The following were:

Present: Bud Taylor Chairman
Bruce Ferguson Vice Chairman, Park Chairman
Joseph LaFiura Secretary/Treasurer

Absent: John Millett, Sr. At Large Member

Also Present: Robert C. Morris, Esq. FitzGerald Morris Baker Firth, PC
Tom Jarrett Jarrett Engineers PLLC
Deborah Mineconzo Office Administrator

The minutes were taken by Deborah Mineconzo, Office Administrator.

Call to Order: Bud Taylor called the meeting to order at 8:30 am.

Minutes of prior Meeting: Upon motion by Mr. Ferguson, seconded by Mr. LaFiura, the minutes of the July 14, 2015 Executive/Park Committee Meeting were unanimously approved by the Committee.

PARK COMMITTEE:

Allen Forestry:

Mr. Jarrett advised the Committee Mr. Allen had staked the lines readying for the forestry work before vacation. A wet June prevented more progression at that time. Mr. Jarrett will request an update hopefully before Monday's meeting.

RWS Manufacturing:

Mr. Morris confirmed with the Committee they received the response from RWS Manufacturing to the letter sent by FMBF on the outstanding site issues. Mr. Ferguson reported Mr. Student told him the Town put the 'temporary' road in at the site, not RWS. During a trip to the Park this morning, Mr. Ferguson observed that the ditch appears to have been cleaned and there are a group of new trees ready to be planted. The Ferguson Lane boundary trees are now in good condition with the observed sickly/dead ones replaced with new ones. Mr. Morris suggested Mr. Jarrett visit with Mr. Student to check the trees added to the site and examine the ditch for the Agency.

R/O/W Galusha:

Mr. Morris reported Mr. Pontiff (Attorney for the prospective buyer) proposed the IDA pay for the Town requested survey and Title Insurance on the road section near Galusha's in Phase I. Galusha & Sons has brought the road section up to Town specifications with additional paving. Mr. Morris advised the group a survey would run about \$3,000.00. The Committee asked Mr. Morris to advise Mr. Pontiff the IDA will not pay for the survey and Title Insurance but will offer an easement to the property his client is considering for

purchase from Mrs. Lewis next to the Lewis Crane site.

Brushcutting in Park:

Only one proposal was received from Joe Raggi of The Garden Barn to brush cut the vacant lots again this year. The proposal price is the same as last year and Mr. Raggi is offering to do the cutting at the same price for three years. The Executive Committee approved the three year quote and asked that the proposal go before the full Board Monday for final approval.

Rock Removal Lots 4 & 5:

Mr. Jarrett informed the Committee the Highway Department of Kingsbury would bill the IDA if we want the rocks on Lot #4 removed by them. The Committee doesn't wish to pay the Highway Department to remove them. Mr. Ferguson asked Mrs. Mineconzo to ask Joe Raggi if he's interested in offering a price to do the same. If not the Committee decided to leave the rocks where they are.

Executive Committee:

Boats by George:

Mr. Morris informed everyone Ms. Lais is still waiting for bank documents for the closing. The plan is for the closing to be scheduled sometime next week.

Website Update:

Mrs. Mineconzo has a small list of issues with the new beta website, mostly proofing errors. She was going to wait until they advised her they were done before reviewing the site again and advising them on some needed changes. Mr. Taylor noticed a problem with footer information when viewing on his iPhone which Mrs. Mineconzo will add to her list.

Foil Request:

Mrs. Mineconzo advised the Committee a FOIL request for all active PILOT project agreements was received from Travis Whitehead. All documents requested were scanned and emailed to him at no charge (as suggested by our Attorneys) except for one. Once the one revised PILOT schedule for Patti Company is sent Mr. Whitehead the FOIL request will be completed. Following the original FOIL request, Mr. Whitehead also asked for PILOT information on a former project, AngioDynamics, which was sent to him.

YE Procedures by SEFCO

Mrs. Mineconzo distributed a PILOT calculation checklist that the YE Accountant, Dennis Defayette, usually performed annually until last year. Because of the increase in NYS audits and their findings in their reports with IDAs, Mr. Defayette recommended the Agency consider reinstating the checklist procedure. He recommended review of PILOT billing and calculations at least every other year. The prior fee to perform the additional procedures was about \$1,500.00. Mr. Ferguson and Mr. LaFiura both agreed to reinstatement of the procedure every other year starting again with YE 2015. Mr. Taylor abstained from formal approval since Mr. Defayette is his son-in-law. Mrs. Mineconzo will advise Mr. Defayette to add this to his forthcoming proposal for the YE 2015 work.

354 Broadway/Price Chopper PILOT:

Mr. Morris confirmed the Public Hearing for the 354 Broadway/Price Chopper project is scheduled for 10 am Monday. He added that an Inducement Resolution will be presented for consideration at the full Board meeting the same day. Mr. Morris reported the Town seems to be elated over the project. Mr. Morris stated unlike our usual 10 year PILOTS,

Mr. O'Connor (Attorney for the project) forwarded a 15 year enhanced PILOT schedule for consideration by our Agency (75% for five years, 50% for five years and 25% the final five years). Mr. O'Connor told Mr. Morris the Town had approved the enhanced PILOT but Mr. Morris has not received formal documentation confirming this yet. The Executive Committee decided they would not give an opinion to the Board on the project until after the Public Hearing so any public comments would be known and considered by the full Board.

Other Matters:

Microsoft is offering a free upgrade to Windows 10 from our current Windows 7 at the office. Mrs. Mineconzo will upgrade the computer sometime after the upcoming Board Meeting.

Mrs. Mineconzo advised everyone she met last week with John Kvocka and a Washington County business CEO about IDA Park Lots and general assistance possibilities from an IDA. They are in the early stages of considering an expansion to their current business.

Mr. Taylor mentioned receiving an email and fact sheet from John Davidson on the marketing of the dewatering plant. Mr. Davidson asked that the Agency keep this property in mind should we know of someone needing the large 400 acre parcel.

There being no further business, the Chairman adjourned the meeting at 9:14 am.

DATE

Joseph LaFiura, Sec/Treasurer

DRAFT