

COUNTIES OF WARREN AND WASHINGTON INDUSTRIAL DEVELOPMENT AGENCY

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The **Executive/Park Committee** meeting of the Counties of Warren and Washington Industrial Development Agency was held on Wednesday, **August 16, 2017** at the offices of FitzGerald Morris Baker Firth PC, 16 Pearl Street, Glens Falls, NY. The following were:

<i>Present:</i>	Bud Taylor	Chairman
	Bruce Ferguson	Vice and Park Chairman/Contracting Officer
	Joseph LaFiura	Secretary/Treasurer
	Matt Simpson	At Large Member
<i>Also Present:</i>	Robert Morris, Esquire	FitzGerald Morris Baker Firth, PC
	Tom Jarrett	Jarrett Engineers
	Deborah Mineconzo	Office Administrator

The minutes were taken by the Office Administrator.

Call to Order: Since everyone had arrived, the Chairman called the meeting to order at 8:58 am.

Minutes of prior Meeting: Upon motion by Mr. Ferguson, seconded by Mr. LaFiura, the minutes of the July 12, 2017 Executive/Park Committee Meeting were approved unanimously by the Committee.

Park Committee:

Allen Forestry:

Mr. Jarrett reported Jim Allen will begin the bidding process this month on the forest maintenance in Phase II. Mr. Allen will be ready to recommend a bidder in time for the September Park Committee Meeting. If the bidding result is more than a routine matter, Mr. Jarrett will request Mr. Allen join him for next month's Committee Meeting.

Precision Stone:

Mr. Jarrett informed the Committee he did not look at the esthetics of the Precision Stone site plan. However, regarding the stormwater concerns Mr. Jarrett had, which were addressed by the engineer for Precision Stone, he is comfortable that they shouldn't hold up approval. Mr. Jarrett suggested we confirm storage of materials would be in back of the building and enclosed as per our Covenants. Mr. Jarrett will email the Committee's concerns with storage and send the reply from the developer to the Agency office.

Other Park Matters:

Mr. Ferguson reported he had a conversation with Mr. Hafner, owner of a towing business, recently. Mr. Hafner is interested in Lot #3 but Mr. Ferguson prefers, if the Agency considers this type of business in the Park, it be in a different (lot) location.

Executive Committee:

New Application – Greenwich Preservation Group:

Mr. Morris reminded the Committee about projects that include retail. Specifically, the Agency is prohibited from giving assistance to a project where retail costs are more than one-third of the total project costs. Our current applicant, Green Preservation Group, is mostly about a restaurant, distillery and farmers' market, all retail. The exceptions to a retail project are three, 1. The project is in a tourist destination, 2. The project is in a highly distressed area or 3. The project predominant purpose is offering goods or services not readily available in the area. Mr. Morris said the Agency would have to determine if any of these apply. He advised everyone the site is not in the Empire Zone nor does the project area meet the poverty rate per Deanna Derway of Washington County LDC. The site, therefore, is not in a highly distressed area. Much discussion ensued about whether the project fits one or more of the remaining two criteria. The Committee decided the best fit to consider is that the project offers something not readily available in the area. A Public Hearing is being held by the Agency on Monday, August 21st as approved last month by the Board.

Mr. Morris mentioned that about half the project is being funded by Grants. Mr. Morris added the PILOT would be at 50% at the start so the Town and Village would be getting more revenue than they are now. Mr. LaFiura moved to have the full Board consider an Inducement Resolution on the project at the August 22nd meeting. Mr. Ferguson seconded the motion and the Committee agreed on the motion.

Mr. Morris informed everyone someone from a vision practice contacted Kara Lais about seeking benefits from our Agency at the suggestion of their bank. They are moving from their location in a county nearby to Queensbury. The Committee decided the project would not meet our requirements.

In response to Mr. Ferguson's question, Mrs. Mineconzo advised everyone the snow grooming project's construction has not begun yet. The developer informed her by email that they are now just starting to seek a contractor for the project and the costs will be higher than originally submitted. Mr. Morris said the construction time can be extended if the developer needs and requests it. Mrs. Mineconzo reminded the Committee we have been holding a security deposit from them.

Aviation Hospitality LLC:

Mr. Morris advised everyone Aviation Hospitality closed yesterday on their project. Mr. Morris had a check for the Agency and reviewed the breakdown on the fees.

North Country Property Holdings:

Mr. Morris informed everyone the requested letter regarding North County Property Holdings from Dr. Keller's Attorney was received this morning. (Copies were handed out). Discussion ensued on the topic of their current Agreement and PILOT given the change of tenant in the building from the North County Vet. Referral Center (being dissolved) to the move in of Dr. Keller's private practice, Countryside Veterinarian. There are now fifteen people working at the Property Holdings project location. Mr. Morris stated the municipalities are receiving more taxes now since Dr. Keller renovated the building, which was sitting vacant for many years. Mr. LaFiura voiced possible concerns from the municipalities and it was decided the Kingsbury Town Supervisor should be apprised of the changing situation. Mr. Ferguson offered to talk with Town Supervisor, Dana Hogan, about the project changes and find out if there are any concerns with continuing the PILOT as is versus dropping the PILOT completely. Mr. Ferguson was advised he could give Mr. Hogan a copy of the letter received by the Agency. If there were no concerns from the Supervisor, the Committee voiced support of continuing the current PILOT benefits to help North Country Property Holdings

out. Mr. Morris said if the Town has no concerns, some administrative document changes would need to be completed changing one tenant for another and the Agency Board would have to approve a resolution.

Destroying old archive Boxes:

Mrs. Mineconzo distributed the current list of archived boxes at Mullen Company. She asked if the Committee would like to review the list and possibly have some of the older boxes of documents destroyed by Mullen. The chosen boxes would be pulled, weighed and a price would then be given to the Agency for consideration. Mr. Morris will review the list for the Committee which will make a final decision next month.

Office Administrator Replacement:

Mr. LaFiura advised the Committee that he, Mr. Taylor and Mrs. Mineconzo interviewed candidates on Monday for the Office Administrator's position. Mr. LaFiura said one candidate had more managerial experience and the kind of personality that would be a good fit. The considered candidate's resume was handed out to the Committee and Mr. LaFiura asked for approval to offer her the position. References had been contacted and gave very positive feedback. The full Board would need to approve the hiring at their meeting on Tuesday. It was decided the new replacement would start by attending the Board Meeting Tuesday at 4 pm and begin work at the office on Wednesday. The new employee will work four days per week, working alongside Mrs. Mineconzo (on her three days a week) so she would be well trained and the school PILOT billing would be completed before Debbie's departure Monday, September 18th post Board Meeting.

There being no other matters to discuss, Mr. Taylor adjourned the IDA Committee Meeting at 10:02 am.

DATE

Joseph LaFiura, Secretary/Treasurer