

**COUNTIES OF WARREN AND WASHINGTON
INDUSTRIAL DEVELOPMENT AGENCY (WWIDA)**

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

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

TO: Bruce Ferguson, Joseph LaFiura and Matt Simpson
Executive Committee Members
COUNTIES OF WARREN AND WASHINGTON
INDUSTRIAL DEVELOPMENT AGENCY

FROM: Bud Taylor, Chairman

DATE: November 8, 2017

The **Executive Committee** of the Counties of Warren and Washington Industrial Development Agency will hold their monthly meeting on:

Date: **Wednesday, November 15, 2017 at 9:30 am**

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

cc: **All WWIDA Members**
Robert C. Morris, Esquire (with agenda & attachments)
Amanda Allen, Warren County Board Clerk (with agenda)
Debra Prehoda, Washington County Board Clerk (with agenda)
Bob Condon, The Post Star (with agenda)
Michael Goot, The Post Star (with agenda)
Tom Jarrett, Jarrett Engineers (with agenda)

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

**AGENDA
EXECUTIVE COMMITTEE MEETING
Wednesday, November 15, 2017**

- Approval of October 11, 2017 Minutes

Park Committee:

1. Mohawk Industrial Werks (Morris)
2. Logging Update (Ferguson)
3. Greenwich Preservation Group
4. North Country Property Holdings
5. Irving Tissue
6. Ray Terminals
7. Two New Potential Projects

Executive Committee:

1. Modifications to Commercial/Liability insurance Policy

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 Wednesday, **October 11, 2017** at the offices of FitzGerald Morris Baker Firth PC, 16 Pearl Street, Glens Falls, NY. The following were:

Present:	Bud Taylor	Chairman
	Bruce Ferguson	Vice and Park Chairman/Contracting Officer
	Joseph LaFiura	Secretary/Treasurer
	Matt Simpson	At Large Member
Also Present:	Robert Morris, Esquire	FitzGerald Morris Baker Firth, PC
	Tom Jarrett	Jarrett Engineers
	Tami Blondo	Office Administrator
	Michael Goot	Post Star
	Michael Rozell	Rozell Industries

The minutes were taken by the Office Administrator.

Call to Order: The Chairman called the meeting to order at 9:00 a.m.

Minutes of prior Meeting: Upon motion by Mr. Simpson, seconded by Mr. Ferguson, the minutes of the September 13, 2017 Executive/Park Committee Meeting were approved unanimously by the Committee.

Park Committee:

Allen Forestry:

Mr. Jarrett reported that the logging has not yet commenced, this was due to the equipment problems with the logger. It is expected that logging will commence later this week or early next week and is still on target with the initial timeframe.

Precision Stone:

Mr. Jarrett indicated that he was fine with the site plan and with the recommended changes. A letter will be sent to Precision Stone indicating such. Motion was made by Mr. Simpson and seconded by Mr. Ferguson that a Resolution was made to accept the changes recommended and for site plan approval.

Other Park Matters:

Rozell Industries:

Mr. Jarrett indicated that he had reviewed the site plan submitted by Mr. Michael Rozell of Rozell Industries but understood that there were some changes to those plans which will be presented by Mr. Rozell this morning. Mr. Morris stated for the Board that per the Covenants of Phase I, sides and rear of buildings are required to have a 30 foot side set back and this project, as proposed, has a 28 foot side set back. Mr. Morris also indicated that the parking is required to be paved per the Covenants of Phase I, however the Board can vote otherwise. Mr. Rozell presented the plans with the recommended changes by the Town of Kingsbury Planning Board. Mr. Rozell shared with the

Board the various types of work that is being performed by Rozell Industries and the need for the expansion. He is agreeable to make the changes that are requested by the Board. A Resolution was made by Mr. Simpson and seconded by Mr. Ferguson that the project be accepted with agreement of the 28 foot side setback and paving be done up to the building. Motion was carried. Mr. Jarrett received the Storm Water Report and Plans at today's meeting. He said he may have minor recommendations once these have been reviewed and will email Mrs. Blondo with his concerns for review by the Board.

Potential New Park Project: The project was going to present to the Board this morning, however they have sought to purchase property elsewhere. Mrs. Blondo will follow up with the business owner and see if there is anything that the IDA can do for them such as a PILOT. presented Ferguson reported he had a conversation with Mr. Hafner, owner of a Tow-Away Towing and welcomed them to attend a meeting of the Executive Park Committee or the full Board, to describe his business, but Mr. Ferguson did not feel that this business was a good fit for the industrial park. It may make sense for the business to move to the back part of the Park. Mr. Hafner has not responded. No further follow-up has taken place and we are waiting to hear from the prospective client.

No further Park Business.

Executive Committee:

Greenwich Preservation Group:

Mr. Morris indicated that the \$10,000 deposit has been received but that at this time the project is quiet and that the Board is waiting for the developer to move forward. The Inducement Resolution was passed previously.

North Country Property Holdings:

Mr. Morris informed everyone that he left a message for Dana Hogan, Kingsbury Town Supervisor and then talked with Town Attorney Jeff Meyer regarding continuation of the PILOT benefits even though there has been a change in occupancy. Changes to the lease would need to be completed changing the tenant information and the Board would then need to approve a Resolution of the change in tenant. Mrs. Blondo indicated that the project attorney fees remain unpaid as do the PILOT School Taxes. Mrs. Blondo will follow up with Dr. Keller regarding the Tax Warrant Notice received. The property in question now appears to be a part of the PILOT. The matter was adjourned to the November meeting.

Mohawk Industrial Werks:

Mr. Morris indicated that the Closing Resolution should be on the agenda at next week's meeting. A new Cost Benefit Analysis needs to be done as the cost of the project has increased.

Kenny & Dittrich:

Mr. Morris indicated that the developer has requested an additional six month extension of the sales tax agreement. He indicated that they are still working on various items and felt that this had been a good project and recommended that the Board agree to the extension. Resolution was made by Mr. Simpson and seconded by Mr. Ferguson to move this before the full board for approval of the six month extension. Motion was carried.

School PILOT Billing:

Mrs. Blondo advised that the PILOT bills for school taxes were sent out and payments had been received by all except for North Country Property Holdings and Tribals, LLC. On October 2, 2017

billing was sent out again with the late fees assessed on both of these projects.

Budget 2018:

Mr. LaFiura indicated that once Silver Bay Association closes a transfer of \$45,000 should be made from the CDC to the IDA and reflected in the 2018 Budget as well as reducing the Sale of Lands. A motion was made by Mr. Simpson and seconded by Mr. LaFiura to approve the budget for further review at the Board meeting on October 16, 2017. Further discussion was had that the Board should look into developing the roads, lots or other lands with the funds that are available.

RFP YE Auditing and Accounting Services:

Mr. Taylor reviewed the proposals submitted by Whittemore & Downen and SEFCO. A motion was made by Mr. Ferguson and seconded by Mr. LaFiura to accept the proposals. Motion was carried.

Procurement Policy Review and Approval:

Mr. Taylor presented the proposal indicating no changes were noted. Mr. LaFiura made a motion to accept the Procurement Police and it was seconded by Mr. Ferguson, motion carried.

Other Matters:

Office:

Mr. Taylor commented on the recent office break-in last week and thanked Mrs. Blondo for her prompt response in notifying the Board. Mrs. Blondo shared the items that had been taken and the status of the locks and security system. Mrs. Blondo is to follow-up with more security systems for the computer and filing systems.

354 Broadway:

Mr. Morris shared with the Board that he had been notified by the lease holder for 354 Broadway – Market 32 that the terms of their lease with the parent company were being changed to a 49-year lease. Mr. Morris indicated that this would not have an effect on the PILOT project.

Ray Terminals:

Mr. Morris indicated that Ray Terminals is partially closed via an agent agreement and that the project is hopefully closing before the end of the year.

There being no other matters to discuss, Mr. Taylor adjourned the IDA Committee Meeting at 10:00 a.m.

DATE

Joseph LaFiura, Secretary/Treasurer

**COUNTIES OF WARREN AND WASHINGTON
CIVIC DEVELOPMENT CORPORATION**

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

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website: www.warren-washingtonida.com

TO: Bruce Ferguson, Joseph LaFiura and Matt Simpson
Executive and Governance Committee Members
COUNTIES OF WARREN AND WASHINGTON
CIVIC DEVELOPMENT CORPORATION

FROM: Bud Taylor, Chairman

DATE: November 8, 2017

The **Executive and Governance Committees** of the Counties of Warren and Washington Civic Development Corporation will hold a meeting on:

Date: Wednesday, November 15, 2017 immediately following the IDA's
Committee Meeting at 9:30 am

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

cc: **All WWDC Members**
Robert C. Morris, Esquire (with attachments)
Amanda Allen, Warren County Board Clerk (with agenda)
Debra Prehoda, Washington County Board Clerk (with agenda)
Bob Condon, The Post Star (with agenda)

**Counties of Warren and Washington
Civic Development Corporation**

**AGENDA
EXECUTIVE, NOMINATING AND PARK COMMITTEE MEETINGS
November 15, 2017**

IDA Park Committee:

1. Approval of October 11, 2017 Minutes
2. Silver Bay Association Closing Update (Morris)
3. Other Matters

Adjournment

**COUNTIES OF WARREN AND WASHINGTON
CIVIC DEVELOPMENT CORPORATION**

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

Tel. (518) 792-1312

The **Executive Committee** meeting of the Counties of Warren and Washington Civic Development Corporation was held on Wednesday, **October 11, 2017** at the offices of FitzGerald Morris Baker Firth PC, 16 Pearl Street, Glens Falls, NY. The following were:

Present:	Bud Taylor Bruce Ferguson Joseph LaFiura Matt Simpson	Chairman Vice and Park Chairman/Contracting Officer Secretary/Treasurer At Large Member
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Also Present:	Robert Morris, Esquire Tami Blondo	FitzGerald Morris Baker Firth, PC Office Administrator
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The minutes were taken by the Office Administrator.

Call to Order: The Chairman called the meeting to order at 10:00 am.

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

Silver Bay Association Update:

Mr. Morris reported the pre-closing will take place on October 30, 2017 and final closing on October 31, 2017.

Budget 2018:

Mr. LaFiura indicated that the budget would be amended to reflect the Silver Bay Closing and transfer to the IDA of approximately \$45,000. Upon motion by Mr. LaFiura and second by Mr. Simpson the Board approved the preliminary budget.

RFP YE Audit and Accounting Services:

Mr. LaFiura recommended that Mrs. Blondo follow up with Colin Combs to ensure that his fee includes 2017 projects. Matter was moved to full Board for review and approval.

No other matters before the Board, Mr. Simpson moved to adjourn the meeting with Mr. Ferguson seconding. Mr. Taylor adjourned the IDA Committee Meeting at 10:10 am.

DATE

Joseph LaFiura, Secretary/Treasurer