

# **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, July 18, 2018 at the offices of FitzGerald Morris Baker Firth PC, 16 Pearl Street, Glens Falls, NY. The following were:

<b>Present:</b>	Matt Simpson	Chairman
	Dave O'Brien	Vice and Park Chairman/Contracting Officer
	Joseph LaFiura	Secretary/Treasurer
	Craig Leggett	At Large Member
<b>Also Present:</b>	Robert Morris, Esquire	FitzGerald Morris Baker Firth PC
	Michael Brandi, Esq.	FitzGerald Morris Baker Firth PC
	Al Nolette	CEO/CFO IDA and CDC
	Tom Jarrett	Jarrett Engineers
	Tami Blondo	Office Administrator
	Thierry Demoly	NYS ABO
	Judith Koerber	NYS ABO

The minutes were taken by the Office Administrator.

**Call to Order:** The Chairman called the meeting to order at 9:00 a.m. Roll call was taken to establish a quorum.

**Minutes of Prior Meeting:** Upon motion by Mr. LaFiura and second by Mr. Leggett, the minutes of the June 13, 2018 Executive/Park Committee Meeting were approved unanimously by the Committee.

## **Park Committee:**

**Equustock:** Mr. Jarrett stated that he had forwarded the technical information to all interested parties. Mr. Morris provided more detail on the proposed area the project is looking at. Currently they are looking at eight lots over two phases of the project. Mr. Simpson and Mr. O'Brien will be scheduling a meeting with Matt Fuller, Esq. who is representing the project. To date no formal application has been received by the agency. Dana Hogan, Supervisor for Town of Kingsbury is very supportive of the project. Further discussion is needed to discuss how to proceed with the costs associated with the infrastructure and roads. Discussion was held regarding the possibility of grant funding to assist with these costs and the timing to apply for such funding. Equustock is planning to have the scope of work completed in August.

**Park – General:** Mr. Jarrett indicated that he had spoken with Mr. Allen, the Forester, and he is aware that they still have clean-up to do. Mr. Leggett asked about stump removal and Mr. Jarrett indicated that the Agency needs to be mindful of ground disturbance if they are considering doing that. Mrs. Blondo indicated that all payments have been received from the logging efforts. The Agency received \$29,005.96 for the timber and paid \$3,190.76 to the Forester, resulting in a net profit to the Agency of \$25,816.20.

**North Country Property Holdings:**

Mr. Morris provided an overview of the project again and indicated that the new lease had been executed by Dr. Keller and needs to be approved by the Agency. Ms. Lais is preparing a Resolution regarding the new lease. All of the outstanding PILOT bills and legal fees have been paid.

No further Park Business.

***Executive Committee:***

**ABO Review:** Mrs. Blondo indicated that the review team has been working at the offices of the Agency and they continue to do so.

**Notary Stamp:** A quote was received for Mrs. Blondo's notary stamp, \$29.95. The Executive Committee approved the purchase of the stamp.

**Computer Update:** Mrs. Blondo indicated that the issue with the computer as it relates to the ability to upload documents to the website has been resolved by adding additional memory and a work-around to do so. It was recommended that the Agency look into an upgrade of the computer due to its age. On recommendation by Mr. O'Brien and Mr. LaFiura, Mrs. Blondo was asked to obtain three quotes which should include IT support.

**InformAnalytics/CBA Software:** The new contract, which expired in January, was sent to Mr. Harold Taylor who then forwarded the contract to Mrs. Blondo. This is the cost benefit software that is utilized when reviewing the application of a new project. Mr. Simpson signed the contract and payment was processed for the yearly amount of \$295.

**Firetek LLC:** Mr. Brandi indicated that he is working on the Sales Tax Agreement with Mr. O'Connor and all documents should be signed shortly. The deposit will also be received shortly as well. Mr. Brandi indicated that process is moving forward.

**Greenwich Preservation Group:** Mr. Morris indicated that there was confusion on the part of the project with regard to SEQR. The Town of Greenwich is not requiring SEQR determination and has issued a building permit for the project. Mr. Morris indicated that the Agency should prepare a Resolution making the SEQR determination so that the project can move forward.

There being no other matters to discuss, Mr. Simpson adjourned the IDA Committee Meeting on Motion by Mr. LaFiura and second by Mr. Leggett at 10:05 a.m.

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DATE

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Joseph LaFiura, Secretary/Treasurer