

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

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The Executive Park Meeting for Warren Washington Industrial Development Agency was held on Wednesday, June 2nd, 2021 at FMBF and via Zoom. The following were:

<b>PRESENT:</b>	Dave O'Brien	Chairman
	Craig Leggett	Vice Chair
	Dan Bruno	Member
	Michael Bittel	Secretary/Treasurer
	Mike Wild	Member At-Large
	Nick Caimano	Member

<b>ABSENT:</b>	Brian Campbell	Park Chair/At-Large
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*The following were also present:*

	Kara Lais, Esq.	FitzGerald Morris Baker Firth, PC
	Lester Losaw	CEO/CFO
	Cody Kilcoyne	Kilcoyne Farms Real Estate
Minutes were taken by:	Alie Weaver	Office Administrator

Roll call was taken and a quorum was confirmed.

**May Minutes** – Mr. Bittel made a motion to accept the IDA May Board meeting minutes and Mr. Leggett seconded. All voted in favor by voice vote

**Park Business**

**Kilcoyne Farms** - Mr. O'Brien introduced Mr. Kilcoyne to the meeting, who is currently applying for a PILOT, sales tax and mortgage tax exemptions and may also be eligible for tax-exempt bonds.

Mr. Kilcoyne provided an overview of his current project, explaining that Kilcoyne Farms intends to purchase land in the Industrial Park to build a USDA processing facility approximately 25,000-30,000 square feet. He stated that this facility will double as an educational facility as Kilcoyne Farms will be partnering with SUNY Adirondack and SUNY Cobleskill to create more skilled labor jobs. A commercial kitchen is also planned to be built where dry aging and curing will be done. A catwalk with windows will be installed for public touring of the entire facility.

Upon answering some questions from members Mr. Kilcoyne explained that holding pens will be inside the facility and any waste will be stored in a chilled room until a rendering company collects it, which is estimated to be almost daily. The facility will run from 7:00 a.m. until 3:00 p.m. Monday through Friday and an on-site inspector will be present at the facility during this time. Mr. Kilcoyne also stated that once the financing is complete, they will be ready to purchase the land and begin building and there is an estimated 8-month timeline.

**Nolan Propane** – Mr. O’Brien stated that Nolan Propane will be going back to the planning board on June 16<sup>th</sup> to review/resolve concerns of possible wetlands and potential dust inhibiting production for a neighboring business.

**Delineation Update** – Mr. O’Brien stated that the proposed deed restrictions have been sent and jurisdictional determinations were mailed to all of the land owners in the park. Five land owners have responded with two remaining to be received.

## **Old Business**

**TDI Update** – Mr. O’Brien stated that the term sheet from TDI is still being reviewed.

**UTAP Policy** – Mr. O’Brien stated that a committee has been formed to review the uniform tax abatement policy and discuss any modification that should be made to enhance clarification. This committee includes Mr. O’Brien, Ms. Lais, Mr. Bittel and Mr. Leggett.

**Executive Director** – Mr. O’Brien stated that four individuals have been scheduled for interviews in an effort to fill the Executive Director position.

## **New Business**

**CEO Appointment** – Mr. O’Brien stated that he would like to appoint Mr. Ferguson as CEO. He also stated that someone is interested in joining the board for Washington County.

**Financial Disclosures** - Mr. O’Brien stated that the IDA will be creating and providing financial disclosure forms to all the non-elected members to be completed and held at the IDA office. Elected members will be required to send a copy of their financial disclosure form to the IDA. This is an annual disclosure.

**Miscellaneous** – Mr. Leggett asked for an update on the water district project that affects the Industrial Park. Mr. O’Brien stated that slip lining of the pipes is in progress.

**Adjournment** – There being no further business to discuss, Mr. O’Brien adjourned the June Executive Park meeting.

