

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

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At the Board Meeting of the Counties of Warren and Washington Industrial Development Agency held on **January 22, 2019** at the Washington County Municipal Center, Fort Edward, NY, the following members were:

**PRESENT:**

Matt Simpson	Chairman
Dave O'Brien	Vice Chairman
Craig Leggett	At Large Member
Bruce Ferguson (late arrival)	
Ginny Sullivan	
Nicholas Caimano	
Mike Wild	
Travis Whitehead	
Brian Campbell	

**ABSENT:**

Joseph LaFiura	Secretary/Treasurer
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**ALSO PRESENT:**

Michael Brandi, Esq.	FitzGerald Morris Baker Firth PC
Tami Blondo	Office Administrator
Michael Bittel	CEO/CFO of WWIDA and WWCDC
Michael Goot	Post Star
Amanda Giebecki	GMG Consultant
Gene Kim	GMG Consulting Manager
Tim Loso	Hannaford Store Manager
Scott Kalm	Hannaford Construction Manager
Bill Nikas	Sandy Hill Arts Center

The minutes of the meeting were taken by Tami Blondo, Office Administrator. The Chairman called the meeting to order at 4:00 p.m. Attendance was taken by roll call and the needed quorum was confirmed by the Chairman.

**Approval of minutes:**

Mr. O'Brien made a motion to approve the minutes of the December 17, 2018 Board Meeting minutes. Mr. Caimano seconded the motion and all voted in favor of the motion by voice vote.

**Accounts Payable:**

Chairman Simpson presented the payables. Mr. Caimano made a Motion to approve the Accounts Payable and Mr. O'Brien seconded the motion. Mr. Leggett asked for clarification on the Special District Taxes for Ray Terminals. Mrs. Blondo explained that it was for their fire tax. Motion was carried and approved by roll call vote.

**Unfinished Business:**

**Greenwich Preservation Group:** Mr. Brandi indicated that there is nothing new to report. Chairman Simpson asked if there was a date by which the project must be completed. Mr. Brandi indicated he was unsure but would check and get back to the Board at its next meeting.

**Firetek Sprinkler Systems:** Mr. Brandi indicated that the project is trying to get the financing in place for a

February 2019 closing but it may be closer to March 2019 which means the PILOT would go into effect in 2020.

**Officer Considerations for 2019:** Chairman Simpson shared that the slate of Officers will be presented for the annual meeting and are Matt Simpson, Chairman; Dave O'Brien, Vice Chairman; and Joe LaFiura, Secretary/Treasurer. Chairman Simpson confirmed that the Park Chairman and At-Large Member positions are appointed positions.

**Tax Abatement Policy:** Mr. Bittel indicated that he and the committee are making calls to neighboring counties and should have further follow-up for the February meeting.

**Annual Project Survey Report:** Mr. Bittel shared that he and Mr. Whitehead are still working on the details and how they are equivalencing hours into FT and/or FTE. Many more questions were raised and concerns were raised regarding hours or actual job counts. They will present their findings for discussion at the February meeting.

**Unfinished Park Business:**

**Logging Bond:** Chairman Simpson stated that Mr. Jarrett is continuing to have conversations with Mr. Allen, the Forester regarding the clean-up of the land that had been logged and that Mr. Jarrett will report back to the Agency shortly.

**Equustock, Hartmann Hill Firewood, and DNG Recycling:** Vice Chairman/Park Chairman O'Brien stated that at this time discussions are on-going and that there is no information to report.

**New Business:**

**PILOT Invoice Report:** Mrs. Blondo indicated that the PILOT bills were sent out and that all but four projects have been paid to date. Mrs. Blondo further stated that she had contacted those projects to see when payment would be made.

**Banking RFP:** Chairman Simpson indicated that Mrs. Blondo had received the RFP's but tabled the matter so that the Finance and Audit Committee to have time to review and make their recommendations to the Board. Mrs. Blondo will contact the Finance and Audit Committee to make arrangements for their review of the RFP's as presented.

**RAN Entertainment/Skyzone PILOT Amendment:** Mr. Brandi had no information to share on this matter and will follow-up with Ms. Lais.

**Local Labor:** Chairman Simpson shared with the Board that he had been contacted about the possibility of adding the requirement to use local labor on IDA projects. Mr. O'Brien suggested that the Board review and develop a policy. The matter was tabled to the February meeting.

**Board Survey Results:** Chairman Simpson asked that Mike Bittel, as CEO/CFO work with him on developing a plan to fix and/or resolve the issues that were identified by Board members in their surveys.

**Hannaford – Kingsbury – Potential Project:** Amanda Giebecki, Consultant for Hannaford gave a presentation of the proposed renovation project. The construction manager, Scott Kalm, shared with the Board the possible renovations that will take place at the store in Kingsbury. Tim Loso, store manager, also spoke on behalf of the project and the benefits the project will have for the community. The project is in the initial planning stages. Ms. Giebecki stated that the project is looking to the agency for Sales Tax Abatement only. There was discussion from the Board regarding the start, which is potentially March 2020; job counts which Ms. Giebecki indicated are proposed to be 3 new full-time positions and 8 to 10 new part time positions with the renovation with the addition of the Hannaford to Go and Self Scanning. Mr. Caimano asked what they consider to be full time jobs. Mr. Caimano indicated that this needs to be clear. Our full-time jobs are based on 35 hours. Mr. Campbell asked how the project gets its ROI and

Ms. Giebecki indicated that it is increased sales volume. Mr. Whitehead asked Mr. Loso about various initiatives such as plastic bag charges. Mr. Loso indicated he did not have that information but could get that information and get back to Mr. Whitehead.

**Sandy Hill Arts Center – Potential New Project:** William Nikas presented the proposed project to the Board and addressed the issues raised at the Executive Park committee meeting last week with regard to job counts, PILOT request be an enhanced PILOT of 100% for ten years, whether or not the project is within the scope of the Agency. Mr. Whitehead raised the concern that the project was not Industrial related and Mr. Nikas stated that per the Agency’s UTAP the project falls within the criteria of being in an economically distressed area, a former Empire Zone and within an historical district. Mr. Bittel stated that according to our website under the What Do We Do tab, the project falls within the scope of that statement. Mr. Caimano proposed a Resolution that the Agency look at Sandy Hill Vision LLC as a business. Mr. O’Brien seconded the proposed Resolution for discussion purposes. After further discussion, Chairman Simpson moved the question and upon roll call vote the Resolution was carried.

VOTING:	AYES	NAYS	ABSTAIN	ABSENT
Matt Simpson	X			
Dave O'Brien	X			
Joe LaFiura				X
Craig Leggett	X			
Bruce Ferguson	X			
Ginny Sullivan	X			
Nick Caimano	X			
Mike Wild	X			
Travis Whitehead		X		
Brian Campbell	X			
<b>TOTALS</b>	<b>8</b>	<b>1</b>	<b>0</b>	<b>1</b>

Further discussion was held on the application and it was decided that Mr. Nikas would amend his application to request the PILOT be 50% for 5 years and then 25% for 5 years, sales tax and mortgage tax abatements, as well as to have zero retained jobs and 4 new jobs. Once the revisions are made to the application a new cost benefit analysis can be completed and presented to the Board for consideration. No further action on the matter as this time and it was tabled to a future meeting.

**Educational Topic:** The Educational Topic was tabled for a future meeting.

**Adjournment:** There being no further business, a motion was made by Mr. Caimano and seconded by Mr. Wild to adjourn the meeting. Chairman Simpson adjourned the meeting at 5:45 p.m.

2/28/19

Date

  
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 Joseph LaFiura, Secretary/Treasurer