

COUNTIES OF WARREN AND WASHINGTON INDUSTRIAL DEVELOPMENT AGENCY

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The **Executive/Park/Nominating/Governance Committee** meeting of the Counties of Warren and Washington Industrial Development Agency was held on Wednesday, **January 11, 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>	Kara I. Lais, Esquire	FitzGerald Morris Baker Firth, PC
	Brent Frary, Esquire	FitzGerald Morris Baker Firth, PC
	Maury Thompson	The Post Star
	Deborah Mineconzo	Office Administrator

The minutes were taken by the Office Administrator.

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

Minutes of prior Meeting: Upon motion by Mr. Simpson, seconded by Mr. LaFiura, the minutes of the December 12, 2016 Executive Committee Meeting were approved unanimously by the Committee.

Park Committee:

Regarding the possibility of advertising the Park Lots currently for sale, Mrs. Mineconzo informed the Committee she had not heard back from The Glens Falls Business Journal. She had left two voice mail messages for Mr. Higgins. However, she did speak with The (Albany) Business Review and an ad in their Marketplace section for businesses would run \$600.00 for one ad run of 2" X 3". Mr. Taylor brought up the possibility of considering a real estate broker who is assisting some of our project developers to help with our lot sales in the future. The Committee decided they did not want to spend money for an ad in the Business Review and tabled the whole matter for now.

RAN Entertainment (dba Skyzone) Update:

Ms. Lais reported the Preliminary Agreement had been sent to RAN Entertainment for review and signature. She also asked them for an update on their financing and expected closing on their project. Ms. Lais reminded everyone that until the county approvals are received we cannot offer any sales tax benefits.

18 Hospitality/87 Stays Update:

Ms. Lais reported 18 Hospitality (formerly 87 Stays) has been moving forward with their construction and they have their sales tax exemptions. She asked them for an update on their closing status.

Big Bay Lodging Update:

Ms. Lais reported she has not heard from the developer of the Big Bay Lodging project. They are

working with the Town of Queensbury at this time on some changes to the project and consequently we are presently “on hold”. An invoice was sent them from our Agency for legal services to date.

Kenny & Dittrich Amherst – Lease revision:

Ms. Lais reported Kenny & Dittrich Amherst completed their permanent financing at the end of December. They advised Ms. Lais the landowner is leasing the hotel to an operating company. She has received a copy of the new twenty year lease. She had them sign an acknowledgement that both parties are bound by the terms of our lease regarding insurance provisions. Ms. Lais is preparing a resolution for the Board to approve on Monday giving the Agency’s consent to their new arrangements.

Commercial/Liability Coverage:

Mr. Taylor said we have been kicking around the subject of changes in our liability insurance for a couple months now and received a new quote last month. He added Bob Morris and Kara Lais both feel strongly that we are fully covered under our project agreements. Ms. Lais confirmed that they get the developer’s insurance information to review prior to giving them any sales tax agreements. She advised everyone the subject is also addressed in their Preliminary Agreement. Mr. Taylor stated he wants to be assured we are listed on the developer’s insurance as an “additional insured”. Ms. Lais advised the Committee our Agreement also states our Agency is supposed to be notified if there are changes in the insurance.

Board Member Training – follow up:

Mr. Taylor reminded everyone the Board Members all need to get their training through the NYS ABO per our policy and we have a couple who have not done that yet. Mrs. Mineconzo informed everyone our Agency responded to the letter from the ABO on the members delay with training. The letter (sent by our Chairman) advised the ABO the member was sent the training schedule for December and we were awaiting a reply from him. The Agency’s letter also advised the ABO we would follow up on the matter. Unfortunately, we have not heard back from the member as of this date.

Meeting schedules for 2017:

On the subject of the draft Board and Committee meeting schedules for this year, Mrs. Mineconzo asked if the February meeting date needs to be changed as it was last year. There were two who said they couldn’t come on February 21st or during the week. Mr. Ferguson suggested holding the meeting the following Monday, February 27th. The change of date will be given the Board at their upcoming meeting for their approval.

Nominations for 2017 Officers:

Mr. Taylor confirmed Bruce Ferguson has agreed to run for Vice Chairman again. This Nominating Committee, therefore, will present the current officers for re-election to the full Board on Tuesday for their comments and approval.

Bylaws change regarding Nominating Committee:

Mr. Taylor mentioned a member’s mention of the Executive Committee being the same as the Nominating Committee. Mr. Ferguson stated we just need to be sure to open the floor for other possible candidates. At this point, no one else have shown any interest in running for an office. The matter is outlined in our bylaws but Mr. Taylor added we could address the matter during the year if a change is requested.

Other Matters:

Mrs. Mineconzo mentioned everyone is supposed to be more involved with the PILOTS and pointed out the reports everyone received. Also, she had sent everyone the Park Lot special district bills and their breakdown. The Special District taxes dropped a little in total amount this year. There were no questions on the either report.

Mr. Taylor said the Executive Committee is more aware of all that is happening within the Agency than the full Board at their monthly meetings. Mr. LaFiura brought up for consideration having an educational segment for a couple minutes before the Board Meetings each month covering various subjects relating to the Agency. He added we should cover what we basically do and why regarding benefits, etc. Mr. Taylor said we should try to make the Board Members feel more a part of the organization. Ms. Lais and Mrs. Mineconzo will try to put together some subjects to cover in the coming months. Mr. Taylor will also bring the subject up to the Board at their meeting next week.

Mr. Taylor adjourned the IDA Committee Meeting at 9:25 am.

DATE

Joseph LaFiura, Secretary/Treasurer