

**Cayuga County Industrial Development
Agency
Board of Directors Meetings 2007**

MINUTES

**Cayuga County Industrial Development Agency
Meeting of January 16, 2007**

Present: Elaine Buffington, Joe Michaud, Vijay Mital, Herb Marshall, John Latanyshyn, Ray Lockwood, Steve Lynch and Dan Schuster, Chair Planning & Econ. Committee, George Fearon

Absent: Carol Contiguglia

The meeting was called to order at approximately 4:05. Joe introduced Elaine Buffington, who was appointed by the Legislature to replace Terry Rigby.

Ray made the motion to accept the minutes of the December meeting. It was seconded by Vijay. All were in favor.

Per Joe, Steve put together the history of the Economic Developer position. We need to have a discussion of where we have been and where we want to go and make a recommendation to Dan Schuster to take back to his committee.

Vijay gave some background. He feels the County Legislature should fund the position and provide support staff (through the Planning Dept.) Revenues/fees could support this position. There is also \$16-17,000 left from Jon Christopher's position; approx. \$10,000 from CDGB; the CCIDA could also contribute. He also recommends that it be a civil service position – you can attract a better qualified person if the position is permanent. They would need sufficient office space.

Per Herb, Planning must provide support staff for this year. He said the Park has office space available. IDA must have commitment for this year and two additional years in order to attract a decent candidate. He said we can't wait any longer, we must move forward with this position. This group needs to commit to \$50,000.

Per Vijay, it should be a county position – but IDA could contribute the \$50,000.

Elaine agrees with Vijay, this person needs to be accountable to the County. The job description could include that they provide services to the IDA. There would be a contractual agreement with the County and the IDA.

Ray agrees, it's too late for the County's 2007 budget but could be included in next year's.

John is concerned that three years is being mentioned. This position is too important to just fund for three years. This Board could guarantee a revenue stream for a set number of years.

Per George Fearon, the County Manager is on a four-year contract.

Dan Schuster asked if there is a set of goals and objectives this person should accomplish? He is concerned about funding this position when we're really not ready.

There are still too many unresolved issues – too many people to report to – objectives not defined. Everyone should be on the same page as to what this person should be doing. He liked the idea of this position being funded by sales tax – but feels a year from now we would still be waiting.

Per Steve, what Dan is trying to say is that we need a written policy so everyone in the Legislature will agree this is what this person will be doing. Per Joe, it could be written into the job description. Per John, we need to let this person know what our expectations are up front. Steve said that this person would need significant cooperation from the Planning Dept. Must include what roll the Planning Dept will play in this. We need to put together a work program that this person must meet. This would be used in the interview process. Herb stated that our expectations must be realistic. Per John, there should be certain few that this person would report to – i.e. County Manager, Co. Chairman – not 15 Legislators. He feels this is an important position and this person needs to be treated with respect.

The following was the consensus of the Board; the language was revised by Steve:

CAYUGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY (CCIDA) BOARD
RESOLUTION

Providing Start-up Funding for Economic Development Position in Cayuga County
January 16, 2007

WHEREAS, there has been a history in Cayuga County of support for a position focused solely on coordinated Economic Development; and

WHEREAS, this support has involved funding of Economic Development positions by the County, including funding support for the Cayuga County Economic Development Council (CCEDC), provision of Senior Economic Development staff and funding of professional Economic Development consultants within the Cayuga County Department of Planning and Economic Development; and

WHEREAS, in recent years, local funding for these activities has decreased and this effort has been the responsibility of Department Heads and staff covering the broad range of administrative, supervisory and technical functions of development and planning, reducing the opportunity to focus concentrated efforts on coordinated economic development; and

WHEREAS, representatives from the City and County government and Economic Development agencies have met and identified the need for a single point of contact for economic development efforts in Auburn and Cayuga County focused on retention and expansion of business and industry and marketing and attraction of new business and industry; and

WHEREAS, it is vital that this economic development function be coordinated with existing organizations involved in economic development and coordinated fully with existing County and City planning , economic development, CCIDA and AIDA staff for logistic, technical and administrative support; and

WHEREAS, the CCIDA believes that this focused effort requires the addition of personnel tasked solely with the economic development function coordinating through the existing planning and economic development infrastructure; and

WHEREAS, the CCIDA acknowledges that this effort requires a commitment of dedicated funds to support this position and supports providing a single point of contact for economic development in the community and wishes to jump start the seed funding for this critical effort; the CCIDA hereby

RESOLVES to provide \$50,000.00 per year, for three (3) years, as needed, toward the creation of a full time economic development position in Cayuga County to support the efforts outlined above, and be it further

RESOLVED that the CCIDA urge the Cayuga County Legislature to create the economic development position to act as a single point of contact for economic development within the County, and in doing so, to strongly consider the following points:

- Clear and direct oversight of the position that speaks with a single voice;
- A focus on retention and expansion of existing business and industry, and the marketing and attraction efforts needed to attract new and emerging business, industry and jobs to the County; and
- The creation of this position should enhance existing economic development efforts at the County and the City and their respective Industrial Development Authorities and must be coordinated with the professional economic and community development and planning staffs currently in place.

Motion by Herb to accept. Seconded by Ray. Roll call vote was as follows:

Joe	Yes
Vijay	Yes
Herb	Yes
John	Yes
Elaine	Yes
Ray	Yes
Carol	Absent

Joe thanked Dan Schuster for coming and said this Board would be happy to meet with his Committee anytime.

The next order of business was the election of officers.

The committee recommendation is:

Joe Michaud as Chairman

Carol Contiguglia as Vice Chair

Raymond Sant and Rick Galbato as Co-Counsel

Kim Sincerbeaux as Secretary/Treasurer

Roll call vote was as follows:

Joe	Yes
Vijay	Yes
Herb	Yes

John	Yes
Elaine	Yes
Ray	Yes
Carol	Absent

The next order of business was the proposed land use in the Aurelius Industrial Park. 3 parcels were appraised. Part of the 2.46-acre parcel is wetland and should be kept and used for drainage. He is also concerned about BOCES students putting in temporary roads – it would be better to wait.

Per Joe, the main parcel – 110 acres – we must decide how to proceed with the economic development of this parcel. How does IDA want to handle the sale of this land – do you want to sell 3-4 acres at a time that creates 1-2 jobs? Are we just looking for manufacturing? Vijay suggested forming a committee to discuss each inquiry. Ray expressed desire to be on this committee. Per Joe, the committee would consist of Joe, Ray and Vijay.

Joe called for a motion for the IDA to join the Chamber of Commerce and the NYS Econ. Dev. Council. Motion by Ray. It was seconded by Vijay, with the following roll call vote:

Joe	Yes
Vijay	Yes
John	Yes
Elaine	Yes
Ray	Yes
Carol	Absent

The motion passed unanimously.

Also, January 25th is the Chamber’s annual luncheon at noon at the Holiday Inn. Joe asked for a motion to have the IDA pay for the members to attend. Ray made the motion. It was seconded by Elaine. The roll call vote was as follows:

Joe	Yes
Vijay	Yes
John	Yes
Elaine	Yes
Ray	Yes
Carol	Absent

The motion passed unanimously.

Herb made the motion to adjourn at approximately 5:25. It was seconded by John.

Kim Sincerbeaux, Secretary

CCIDA MEETING – MARCH 19, 2007
4:00 PM
COUNTY OFFICE BLDG. 6TH FLOOR – CAUCUS ROOM 1

Present: Elaine Buffington, John Latanyshyn, Ray Lockwood, Carol Contiguglia,
Herb Marshall, Steve Lynch, Raymond Sant

Also: George Fearon, Wayne Allen

Absent: Vijay Mital, Joe Michaud

The meeting was called to order by Vice-Chair, Carol. Approval of the minutes of the January meeting. Ray L. made a motion to accept. It was seconded by Herb. All were in favor.

Per Steve:

Review of the Invoices paid for travel reimbursement for conferences attended.

Chamber of Commerce Luncheon will be March 29th at the Holiday Inn.

Report of Committees – we received two proposals

Elaine was appointed as Chairman of the Audit Committee.

She will set up meeting with Herb and John

Unfinished Business – the resolution from last month – he wants to make sure everyone is in agreement with the final language. He asked how the Board wanted to share this information. Should we send it to Sen. Nozollio's? Office?

Herb asked George Fearon if there is still interest in changing the sales tax distribution to help fund the economic development position. Per George – not enough support.

Per Steve, we need to move forward with this if not enough support for the sales tax funding.

Carol asked if there is anything on the table to fund the watershed steward Position? Per George, it will probably be covered by a rate increase. Carol wants to make sure the watershed steward and the economic developer Position is treated separately.

There was further discussion of the expectation of this position. John asked what are our other options? Wayne said it could be included in the 2008 Budget. Per Steve, the IDA could finance this position for this year. In the future, could be financed by a revenue stream - contractual with City.

Wayne asked if the Board members thought this person would work for the IDA? The consensus of the Board is “with the IDA – but not for the IDA”.

Some suggestions were

- having a 4-person board could oversee this person.
- could be a County position – part of Planning Dept.
- could be a member of IDA i.e. Executive Director.

Per Herb, send the Resolution to Senator Nozollio's Office – maybe there

is some money available?

Per John, copies should be sent to the Chairman of the Planning and Economic Dev. Committee and let him decide if all the members of the County Legislature should receive this.

Carol stated that this position's exact duties are a work in process. We should be working to put together a revenue stream to fund this. This is not a free-ride for financing by the IDA – would like to see steps taken to provide funding by the county.

New Business –

At approximately 4:55 Carol asked for an executive session to discuss the possible sale or transfer of . The following was the roll call vote:

Carol	Yes	
Joe		Absent
Elaine	Yes	
Ray	Yes	
Herb	Yes	
John	Yes	
Vijay		Absent

Motion to come out of executive session at approx. 5:10 pm by Ray. It was seconded by Herb. All were in favor.

The motion to adjourn was made by Ray. It was seconded by Herb.

Kim Sincerbeaux, Secretary/Treas.

CCIDA MEETING – April 24, 2007
4:00 PM
CAYGUA COUNTY OFFICE BLDG. 6TH FLOOR – CAUCUS ROOM 1

Present: Joe Michaud, Ray Lockwood, Elaine Buffington, Herb Marshall, John Latanyshyn, Vijay Mital and Steve Lynch, Carol Contiguglia (4:30)

Also Present: Gary Gilchrist, Wayne Allen, George Fearon, Rick Galbato, Matt Fletcher

The meeting was called to order at approximately 4:05

First order of business is the approval of the March 19th minutes. Vijay made the motion to accept the minutes. Ray seconded it. All were in favor.

The next order of business is discussion of the responses for auditing services. We had two responses to the proposal; Cuddy and Ward and Ciaschi, Dietershagen, Little, Michelson and Co. The auditing committee reviewed the proposals. Elaine made the motion to accept that of Ciaschi, Dietershagen. Herb seconded it. All were in favor. Elaine will contact them.

Justin Miller discussed the disillusion of BOCES LDC. We need to call a meeting today to complete this.

Herb made the motion to adjourn the IDA meeting. Ray seconded it. All were in favor.

Joe opened the meeting of the Cayuga-BOCES Dev. Corp. at approx. 4:10. Ray made a motion to close the sole members meeting and open the Directors meeting. It was seconded by Vijay. All were in favor. The resolution to dissolve the corporation was discussed. John made the motion to approve. Elaine seconded it. All were in favor. Herb made the motion to adjourn the meeting. Matt Fletcher seconded it.

Joe moved to reopen the CCIDA meeting. Joe asked for a motion to approve the disillusion of the Cayuga-BOCES Dev. Corp. Herb made the motion. It was seconded by Vijay. All were in favor.

Updates:

The Patterson lease of approximately 80 acres in Aurelius was discussed. There is an oral agreement in place. They will pay \$55.00 per acre. We must pay for crops if property is needed before October.

At approximately 4:20, Steve requested the Board move to executive session to discuss the financial history of a particular corporation. Ray made the motion. It was seconded by John. All were in favor. Herb made the motion to come out of executive session at approximately 4:46. Ray seconded it. All were in favor.

New Business:

Steve gave an update on the Economic Developer position. A committee has been appointed. The first meeting will be May 1st. A draft job description has been developed. It is hoped that they can mold this job description to meet our needs and those of the City. The City would have to contract with us.

Herb hopes the job description is reasonable, as far as qualifications. Vijay suggested we discuss the job description at our next meeting.

Per Vijay, the annual NYS Economic Development Council meeting is June 11-13 in Cooperstown. Vijay and Steve will be attending.

Carol apologized for being late and made the motion to adjourn the meeting. It was seconded by Ray. All were in favor. The meeting adjourned at approximately 5:00.

**Cayuga County Industrial Development Agency
Minutes of the June 19th, 2007
4:00 p.m.**

Present: Joe Michaud, Steve Lynch, Ray Lockwood, Elaine Buffington, Carol Contiguglia, Herb Marshall, Raymond Sant

Justin Miller (4:55)

Absent: John Latanyshyn, Vijay Mital

The meeting was called to order at approximately 4:12 pm.

There was a motion to approve the minutes of the April 24th meeting by Ray Lockwood. It was seconded by Herb Marshall. All were in favor.

Current business was discussed:

- Elaine gave the Board an update on the financial audit being conducted by Ciaschi, Dietershagen, Little, Mickelson & Company.
- Treasurer's Report - expenditures for May/June
 - Steve gave the Board an overview of Madison Filter (which is a sister company to Crossible). They are looking into merging the two companies and building a new plant in the Industrial Park for their approx. 180 employees. They are looking for a PILOT Agreement, Sales and Use Tax Exemption; Training monies. Possible Grant from HUD for \$750,000. They would need about 12 acres.
 - Steve told the Board about the NYS Empire State Development annual meeting that he and Vijay attended. Steve will be attending the Regional Planning Board meeting on Wednesday. He has prepared a presentation on what Cayuga County has to offer.
 - Per Steve, regarding the Owens-Illinois Project - they are making significant headway in Albany. Will find out more by the end of the week. There is an issue with the City of Auburn regarding the Empire Zone Benefits. City Aikman says this project doesn't qualify - they are considering these furnaces as equipment. Also, the "jobs created" does not meet the criteria. They won't accept Harris Beach's assurance that this project does quality. Working with structural engineers to determine what percentage is equipment and what is structural. Also, Elaine will set up with outside party to come in with audit of this situation, if necessary.
Elaine asked if the Empire Zone application has been completed - no, per Justin. Waiting for legislation to be passed.

The Board voted on the Amended Resolution for Owens-Illinois by the following Roll Call Vote:

Motion by: Ray Lockwood
Seconded by: Herb Marshall

Elaine Buffington	Yes	
Carol Contiguglia	Yes	
John Latanyshyn		Absent
Raymond Lockwood	Yes	
Herbert Marshall	Yes	
Joseph Michaud	Yes	
Vijay Mital		Absent

The Resolution passed.

The meeting was adjourned at 5:30.

Kim Sincerbeaux, Secretary

**Cayuga County Industrial Development Agency
Minutes of the July 24th, 2007 Board Meeting
4:00 p.m. / Cayuga County Office Building, Caucus Room 1**

Present: Joe Michaud, Ray Lockwood, Elaine Buffington, Carol Contiguglia, Herb Marshall,
George Fearon

Absent: Vijay Mital

The meeting was called to order at approximately 4:05

First order, the approval of the June minutes. Ray made the motion to approve. It was seconded by John. All were in favor.

The next order of business – explanation of bills. Steve and Vijay attended the NYS Economic Dev. Council meeting in June and in August.

Per Steve, letters were mailed out to the various companies asking them to fill out and return Employment and Sales Tax reports. There were no responses. A follow up letter was mailed July 20th.

At approximately 4:10, Ray made a motion to go into executive session to discuss the finances of a particular corporation. It was seconded by John. All were in favor.

At approximately 4:55, John made a motion to come out of executive session. It was seconded by Elaine.

The Meeting was adjourned at approximately 4:56.

Kim Sincerbeaux, Secretary

**Cayuga County Industrial Development Agency
Minutes of the September 18, 2007 meeting
4:00 P.M. Caucus Room I of the County Office Building**

Present: Elaine Buffington, Carol Contiguglia, Vijay Mital, Herb Marshall, John Latanyshyn, Ray Lockwood, Steve Lynch, Raymond Lockwood, Justin Miller and Mike Lahey from Harris Beach

Also: Co. Legislator Dan Schuster, Doug Young and Bob Blythe, Charlie Mace (AIDA) Jennie Haines and Bruce Sherman (City of Auburn), Nick Valenti

The meeting was called to order at approximately 4:12 pm. The first order of business was the approval of the Minutes of the July meeting. Ray made the motion to accept. Herb seconded it. All were in favor. Approval of the Treasurer's Report – John made the motion to accept. It was seconded by Vijay. All were in favor.

The next order of business was a report by the Audit Committee. Per Elaine, the Committee met with Leslie Spurgeon of Ciashi, Dietershagen, Little and Mickelson. The Committee approved the report. A couple of minor changes will be made and the IDA will vote on acceptance at the next meeting.

Doug Young and Bob Blythe gave a presentation of the Biogas Renewable Energy Project with Agricultural Waste Solutions. Justin Miller explained the Letter of Intent that they were asking the IDA to sign. This outlines the responsibilities and intent to move forward. Resolution authorizing the execution of the Letter of Intent – John made the motion. Carol seconded it.. All were in favor, by Roll Call vote.

Joe thanked Doug and Bob for coming.

The next order of business, Steve Lynch gave a presentation of the Economic Development Position that is being proposed for the 2008 Budget. It is estimated that this position will cost approximately \$95,000. \$50,000 would be funded by the CCIDA and \$45,000 would need to be funded in the 2008 County Budget.

Per Charlie Mace, AIDA doesn't have the money to fund part of this position, but he hopes they would be able to participate in the future.

Vijay would like to have a letter of intent from the City saying they would work with this economic developer and maybe commit funds for 2009.

Per Herb, feels we should show our commitment and that it is urgent we have this position. John made a motion for Steve to send a letter to the City and County. All were in favor.

Joe thanked Charlie Mace and the City Officials for coming.

The next order of business was the discussion of the Resolution Establishing the number of Directors for the Board of Directors of the Cayuga County Development Corporation (CCDC) and authorizing the appointment of certain individuals to the Board of Directors of the CCDC. The Motion was made by Vijay and seconded by John. The resolution was passed by roll call vote. Ray Lockwood was absent from the vote, as he had to leave for another meeting.

The motion to adjourn the meeting was made by Herb and seconded by Vijay. The meeting was adjourned at 6:07.

Kim Sincerbeaux, Secretary

CCIDA MEETING
October 23, 2007 4:00 PM, COUNTY OFFICE BUILDING Caucus Room 1

PRESENT: JOE MICHAUD, VIJAY MITAL, JOHN LATANYSHYN, RAY LOCKWOOD, CAROL CONTIGUGLIA, HERB MARSHALL, RICK GALBATO, STEVE LYNCH, RAYMOND SANT

ABSENT: ELAINE BUFFINGTON

The meeting was called to order at approximately 4:10.

There was a motion by Vijay to accept the minutes of the September meeting. It was seconded by Ray. All were in favor.

The next order of business was the Treasurer's Report. John made the motion to accept. It was seconded by Vijay. All were in favor.

At approximately 4:15 Vijay made to motion to go into executive session. It was seconded by John. All were in favor.

At approximately 4:50, John made the motion to come out of executive session. It was seconded by Vijay. All were in favor.

Per Steve, the Audit Committee discussed paying the Auditors an additional amount for work done over and above the contract. Following a discussion, it was decided not to pay anything over the contracted amount.

There was a review of the 2008 Budget. The \$39,560 owed by the Cayuga County Water and Sewer Authority was discussed. Vijay made a motion to send a letter to the Water and Sewer Authority asking for this money. We have had it on our books for the last three years and we need to resolve this matter. The Water and Sewer Authority is waiting for the completed easements. We have made numerous attempts to get these signed. That was not the agreement when we agreed to pay the \$39,560 for repairs.

Steve discussed the FY 2006 Annual Report.

Per Steve, a comprehensive site development survey for the Aurelius site should be done. We would need to hire a surveyor. He estimates the cost to be \$10,000 – 12,000. VIP will do an RFP for surveyors, but would charge for this service. We will vote next month on funding this.

Joe asked the consensus of the Board on whether we should join the Manufacturer's Assoc. of CNY? Vijay didn't think we should. Everyone else agreed.

Website development was discussed. Steve asked if the Board would like him to get prices to have someone due the minimum required. Joe stated he would like to see something more...not just the bare minimum.

At approximately 5:40, John made the motion to adjourn. It was seconded by Vijay. The next meeting is scheduled for December 18th.

**CAYUGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY
BOARD MEETING 12/18/07 4:00 PM
Cayuga County Office Building, Caucus Room 1**

Present: Joe Michaud, Vijay Mital, Elaine Buffington, Ray Lockwood, Herb Marshall,
John Latanyshyn, Justin Miller, Doug Waterbury, Steve Lynch, Raymond Sant

Absent: Carol Contiguglia

The meeting was called to order at approximately 4:05. Vijay made the motion to accept the minutes of the October meeting. It was seconded by Ray. All were in favor.

The Treasurer's Report was reviewed. Joe had asked Herb to speak with the Water & Sewer Authority about repaying the \$39,500.00. Kim also wrote them a letter. Herb thinks things are moving along.

New Business – Steve introduced Doug Waterbury. He is interested in purchasing the Renaissance Fair in Sterling. He put together an application to purchase land and equipment. He is interested in Mortgage Tax Exemption, Sales and Use Tax Exemption and possibly Pilot payments. He went on to explain the business, how it is seasonal. He is looking for other uses for the property at other times of the year to generate revenue. He believes that this is a big asset to Cayuga County. He is looking at a "green festival" in the spring (green technology) and possibly something for the Halloween season. Sleigh rides in the winter are another possibility. Goal is to become the Sterling New York Performing Arts Center.

He feels that if it is not sold, it will go to auction. Looking for help from different agencies to help get this going.

Vijay asked about financing. Per Justin, financing is already secured.

The long-term plan includes building an amphitheater (for jousting) among other projects.

This could also be used for other purposes.

Steve said he spoke with Empire State Development and will meet with them on Thursday.

Joe asked if this is just the application or if they are looking for a decision.

Per Justin, the closing would take place in late January. Would need a public hearing before that.

Joe asked if the public hearing could be set up before the January 15th meeting. No - per Justin. He said we would need SEQRA findings before we can induce this project so today we can only accept the application. It is considered a tourist attraction – so the IDA could induce this project.

Motion by Herb to accept the application and set the public hearings. It was seconded by John.

All were in favor. Justin will set up the public hearing.

Doug Waterbury thanked the Board for their assistance.

At approx. 4:30 Vijay made the motion to go into Executive Session for the reason of discussing the potential sale of lease of real property. It was seconded by Herb. All were in favor.

At approx. 4:50 Herb made the motion to come out of Executive Session. It was seconded by Elaine. All were in favor.

Other Business –

Leasing of property to John Patterson. They have leased the property for several years. Do we want to lease it next year? Steve has prepared a letter to the Patterson's. Herb suggested adding that we have until May 1st to notify them if we want to withdraw any or all of the acreage – before it's planted – at no cost to the IDA, otherwise we have to compensate them \$500 an acre if they had to vacate the (planted) property by August. There was a motion by Ray. It was seconded by Herb. All were in favor.

Per Steve, he was approached by the McGarr's to repurchase the property (we bought from them) in the Town of Genoa. PAAA says we must sell by bid. Steve is asking the Board if they want to advertise for bids, keeping in mind they (McGarr's) have retained the right of first refusal. The Board could reject any and all bids. These two things would have to be disclosed in the bidding process. We also

need to establish a fair market value. Motion by Vijay to advertise for bids, as discussed. It was seconded by Herb. All were in favor.

Aurelius Industrial Park – per Steve we need an RFP for engineering firms to prepare a comprehensive site development survey They would also help prepare the scope of services; circulate to surveyors and oversee development of survey work. Steve would like authorization to have V.I.P. do it as professional services likely under \$2000. There was a motion by Elaine. It was seconded by Vijay. All were in favor. He will come back to the Board with the cost final cost.

Economic Development Position – the County Legislature included an Economic Developer position in the Planning Dept. 2008 Budget. The IDA pledged \$50,000 per year for 3 years. No formal agreement is in place. Steve would like approval to prepare a contract with the County. Vijay feels we should get something from the County before we give them the money. There were questions as to whether this position needs to be under Civil Service. Hopefully, we will have some answers for next month' s meeting.

Election of Officers – per Ray L. – Joe Michaud is retiring from the Board. His appointment is up at the end of the year and he asked not to be reappointed. Ray nominated Vijay Mital to succeed Joe Michaud as Chairman of the IDA, Carol as Vice-Chair, Kim as Sec/Treasurer / CFO, Suzanne Gauthier as Assist. Sec/Treas. and Steve Lynch as Executive Director It was seconded by Herb. All were in favor. Ray nominated Ray Sant and Rick Galbato as Agency Counsel and Harris Beach as Bond Attorney. It was seconded by Herb. All were in favor.

Old business – Per Elaine. We sent out bids last year for auditing services. Additional work had to be done. It was determined that the LDC was a component and had to be added. Elaine asked the auditing firm for a breakdown of the work done. \$3,200.00 in additional work was done. John made the motion to pay the auditing firm \$3,200. It was seconded by Vijay. All were in favor. IDA will ask LDC for reimbursement of \$1,200.

Per Herb, he has been involved with several projects involving the IDA. The moving and retention of McQuay; the purchase of property for TRW; the contribution of \$50,000 to the Hospital study. He thanked the Board members for helping to keep the hospital on track.

Joe thanked everyone and said he was proud of the Board's accomplishments (BOCES, Bass-Pro; Johnson Paper).

Vijay says he looks forward to next year and thanked Joe Michaud for his service to the Board.

John made the motion to adjourn the meeting. It was seconded by Elaine. All were in favor. The meeting adjourned at 5:50 pm.

Kim Sincerbeaux, Secretary