



ESSEX COUNTY IN THE PARK
INDUSTRIAL DEVELOPMENT AGENCY

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**Essex County IDA Board Meeting
January 16, 2015 at 9:00 AM
7566 Court Street, Elizabethtown, New York**

Present: Charles Bryant
James Bowen
Gerald Morrow
Joseph Kusalonis
Matthew Courtright
Jamie Rogers (arrived at 9:15AM)

Also Present: Jody Olcott
Carol Calabrese
Jen Briggs

Absent: Darren Darrah

Open of Meeting

The meeting was opened by Vice-Chairman James Bowen at 9:00AM.

Public Comment

No Comment

Approval of Minutes

1. December 18, 2014 meeting minutes

Motion #2015 -1: A motion to approve the December 18, 2014 meeting minutes was made by Gerald Morrow and Charles Bryant. All members were in favor.

Financial Services/Programs

1. Straight Lease Back Transactions
 - a. Northwoods Inn (North Elba) – Business closed financing with Development Authority of the North Country (DANC) and the IDA was paid closing fee due from straight lease back transaction.
2. Monthly Loan Report
 - a. Adirondack Specialty Foods (Chesterfield) – Receiving \$250 per month applied toward principal.

Business Park Development

1. Moriah Business Park
 - a. Lot #4 Building Status – Spray foam contractor (Northeast Spray Foam) was on site yesterday and again today. Due to the lengthy review by National Grid and their need to install new transformer onsite, the IDA borrowed a propane generator (10,000 W) from Essex County Emergency Services which is powering the building and boiler. Sewer connection and site work grading and clean up were completed by contractor (Adirondak Concrete). IDA will be advertising for bids for parking lot and road paving in spring.

Business Development Updates

1. Marketing
 - a. National Grid Grant Marketing Program – Participating in Doing Business in the US workshop in February. The IDA is working on a brochure for binder which is distributed to each business who attends. A copy of the completed page 2 ad was distributed to the board for review which was developed by ROOST, Ti Chamber & IDA. The ad will be a 2 year placement.
 - b. Internet based marketing monthly update – No comment
 - c. NYS EDC External Lead Generation Program – The IDA has become aware of a program developed by New York State Economic Development Council with partners Empire State Development, National Grid and NYSEG. Businesses interested in locating to NYS within 30 months would be put in contact with local representatives. The cost of participation is \$1,000.
2. Grant Administration
 - a. NCCC Facility Feasibility Study – NCCC received extension until March to secure a consultant for financial planning.
 - b. Adirondack Park Upper Hudson Recreation Hub Grant – The five towns have met. A public meeting in Long Lake was held last night and was well attended. Micro-enterprise training class will be held on January 24, 2015 by ROOST & SBDC at the Fire House in Newcomb. Sub-recipient Agreement was drafted by Briggs Norfolk and ready for County approval. A grant review committee was identified. February 13, 2015 applications are due. February 27, 2015 underwriting completed. March 13, 2015 committee recommendations.
 - c. REDC CFA Community Renewal Fund II – Sub-recipient Agreement was drafted by Briggs Norfolk and ready for County approval. Environmental review was completed. Grant documents are ready when grant is approved. The grant review committee is identified and waiting for County approval. Each Town wants informational meetings held separately but recommending one to consolidate.
 - d. Town of Crown Point Water Project District Survey – Town staff is working on visits and phone calls. Approximately 56% completion to date. Need to re-do spreadsheet and identify targeted areas.

Financials

1. December Financial Reports – Distributed to the Board. No Comment.

New Business

1. January Abstract for Payment

Motion #2015-2: A motion to approve the January Abstract for Payment was made by Jamie Rogers and seconded by Joseph Kusalonis. All members were in favor.

2. Next Meeting Date – February 25, 2015 at 9:00 AM (if needed). Annual Meeting will be held March 25, 2015 at 9:00AM.

Adjourn Meeting

Motion #2015-3: A motion to adjourn the meeting at 10:30AM was made by Matthew Courtright and seconded by Joseph Kusalonis. All members were in favor.