



ESSEX COUNTY IN THE PARK
INDUSTRIAL DEVELOPMENT AGENCY

7566 Court Street . P.O. Box 217 . Elizabethtown, NY 12932
(518) 873-9114 . Fax (518) 873-2011 . E-mail: info@essexcountyida.com
Web Site: www.essexcountyida.com

Essex County IDA Board Meeting
January 26, 2021 at 9:00AM
7566 Court Street, Elizabethtown, NY

Present: John Boyea (via conference call)
Jamie Rogers (via conference call)
James Bowen
Roy Holzer (via conference call)
Matthew Courtright (via conference call)
James Monty (via conference call)

Also Present: Jody Olcott
Carol Calabrese

Absent: Darren Darrah

Open of Meeting

Vice-Chairman James Bowen opened the meeting at 9:01AM.

Approval of Minutes

1. November 10, 2020 Meeting Minutes
2. November 19, 2020 Special Meeting Minutes
3. December 28, 2020 Special Meeting Minutes

Minutes will be approved at next meeting.

Financial Services/Program

1. Monthly Loan Report – January 21, 2021 report was distributed to the board. Site visits have been conducted and employment update on report.
2. Straight Lease Back Transactions
 - a. Saranac Lake Resort (Saranac Lake) – Sales tax exemption current.
 - b. Dual Development (North Elba) – No update. Company presented PILOT request to Town of North Elba Board and was not supported.
3. COVID-19 Emergency Grant Update – Site visits were conducted.
4. COVID-19 Emergency Loan Update – Site visits were conducted and some recipients began making payments in January.

Business Park Development

1. Moriah Business Park
 - a. Lot #4 Building (High Peaks Hospice) – No issues.
 - b. Lots #3, #5, #6 & #8 (Whistlepig) – Snowmobile hit manhole which needs to be addressed in the spring. For now, cones have been placed over cover.

- c. New Property Expansion – Proposed sub-division of new 38.2 acres was distributed to Board. IDA has allocated acreage for proposed Whistlepig expansion and has sent sub-division proposal to Whistlepig architects for review and approval. If accepted the IDA Board will need to set price per acre for sale and IDA will be responsible for APA sub-division permit request.

Business Development Updates

1. Marketing/Internet Based Marketing Monthly Report – Weekly newsletter is sent out marketing local, regional and state programs as well as continuing to market USDA loan program available.
2. LCLG Regional Planning Board COVID-19 Small Business Recovery Program Sub-Award Contract – Regional Planning Board received \$3.34 million from CARES Act and are implementing small business recovery program. Local IDAs have been asked to participate and assist with leads generated. The Essex County IDA sub-award proposed contract would reimburse the IDA for time spent on projects and is not to exceed \$10,000 in reimbursement.

Motion #2021-1: A motion to approve the sub-award admin contract from January 1, 2021 to June 1, 2022 with LCLG Regional Planning Board was made by James Bowen and seconded by Jamie Rogers. All members were in favor.

3. Grant Administration
 - a. TI Microenterprise Grant Program (DEC Smart Growth) – New funds have been awarded to businesses and they have began requisitioning their additional funds.
 - b. USDA Rural Development Grant Program Update – Continued marketing program

Financials

1. October & November 2020 Financial Statements – A typo on October bank reconciliation to be corrected. No other comments.

New Business

1. North Elba/LEAF Grant Application – The Town of North Elba has established a committee (LEAF) to expend the additional tax bed revenue received beginning in 2020. This committee will be accepting applications by nonprofits to use funds towards projects in community. The IDA would like to apply for COVID-19 relief small business grant program.

Motion #2021-2: A motion to apply for up to \$300,000 to LEAF for COVID-19 relief small business grant program of which 10% would be IDA admin and delivery was made by James Bowen and seconded by Roy Holzer. Jamie Rogers abstained. All other members were in favor. Motion passes.

Roy Holzer left meeting at 10:16 AM.

2. 2020 Financial Audit – A letter was sent to the Board from Barbara Dwyer noting she is no longer conducting financial audits but has spoken with Boulrice & Wood CPA's who has conducted previous audits for IDA and they are interested in completing 2020 audit. Because the IDA must present their annual IDA reporting to NYS by March 31, 2021 the IDA will contract with Boulrice & Wood CPAs for 2020 and then seek proposals over the summer for continued services.
3. January Abstract for Payment

Motion #2021-3: A motion to approve the January Abstract for Payment was made by James Monty and seconded by John Boyea. All members were in favor.

4. Next Meeting – February 25, 2021 at 9:00AM. Board requested setting up a video conference for board members unable to attend as todays telephone conference call had issues.
5. Champlain Hudson Power Express – IDA was contacted by company in July 2020 interested in pursuing a 30-year PILOT Agreement for their proposed transmission line in Lake Champlain. To date the IDA has not received application or information yet. Our understanding is Essex County Attorney Dan Manning is requesting additional information from company.

Adjourn

Motion #2021-4: A motion to adjourn the meeting at 10:27AM was made by Jamie Rogers and seconded by Matthew Courtright. All members were in favor.