



ESSEX COUNTY IN THE PARK
INDUSTRIAL DEVELOPMENT AGENCY

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**Essex County IDA Board Meeting
July 23, 2014 at 9:00AM
7566 Court Street, Elizabethtown, New York**

Present: Darren Darrah
James Bowen
Charles Bryant
Jamie Rogers
Gerald Morrow
Matthew Courtright
Joseph Kusalonis

Also Present: Jody Olcott
Carol Calabrese
Jen Briggs

Open of Meeting

The Meeting was opened by Chairman Darren Darrah at 9:00AM.

Public Comment

No Comment

Approval of Minutes

1. June 26, 2014 Meeting Minutes

Motion # 2014-54: A motion to approve the June 26, 2014 meeting minutes was made by Gerald Morrow and seconded by Jamie Rogers. All members were in favor.

Financial Services/Programs

1. Straight Lease Back Transactions
 - a. High Peaks Distributing (St. Armand) – The project closed on July 11, 2014. Charles Bryant is signing Agency documents today. The PILOT Agreement is being circulated to all taxing entities to sign and will be recorded at Essex County Clerk's Office.
2. Monthly Loan Report – July 21st report was distributed to the Board.
 - A site visit was conducted at Westport Country Club. Business is progressing through bankruptcy. Restaurant is doing considerably better than previous years.
 - A letter was sent to Adirondack Specialty Foods noting \$500/month payments are due. Gerald Morrow spoke with Wayne Rabideau and he is attempting to arrange payment.
 - Normandie Beach Club is also one month behind and letter was sent.

Business Park Development

1. Moriah Business Park
 - a. Lot #4 Building Status – Trusses are on-site, awaiting High Peaks Carpentry crew to install. The IDA will reach out to Schelling Mckinley and discuss time schedule. No response from High Peaks Hospice on proposed lease agreement for new building.

2. Willsboro Commerce Park – No update at this time.

Business Development Updates

1. Marketing
 - a. National Grid Marketing Program – Working with Gary Douglas on the next steps to reach Canadian businesses. Carol will send the Board copies of the press releases issued.
 - b. Internet based marketing monthly update – Report was distributed in Board packages. No comments.
 - c. Website Update – Darren Darrah to work on scrolling pictures for Moriah building project.
2. Grant Administration
 - a. Ags & Markets Grant/Adirondack Meat Company – Final requisition has been received and distributed to Adirondack Meat Company.
 - b. Adirondack Park Upper Hudson Recreation Hub Grant – Grant was submitted on July 11, 2014 (micro-enterprise). 5 towns (Essex & Hamilton)
 - c. REDC CFA Community Renewal Fund II – Grant was submitted July 14, 2014 (micro-enterprise), 3 Towns (Crown Point, Ticonderoga & Moriah)
 - d. NCCC/ESD Feasibility Study – The contract was completed and IDA signed. The contract stipulates NCCC will be responsible for providing the \$25,000 match. IDA working with NCCC to request extension from ESD as NCCC will need to coordinate WMBE Plan.

Financials

No comments

New Business

1. July Abstract for Payment

Motion # 2014-55: A motion to approve the July Abstract for Payment was made by James Bowen and seconded by Darren Darrah. All members were in favor.

2. Next Meeting – September 10, 2014 at 9:00AM
3. Special IDA Meeting/Conference Call - July 28, 2014 at 2:00PM to review proposed Northwoods Inn Straight Lease Back transaction.

Adjourn

Motion #2014-56: A motion to adjourn the meeting at 10:05AM was made by Jamie Rogers and seconded by Joseph Kusalonis. All members were in favor.