



ESSEX COUNTY IN THE PARK  
INDUSTRIAL DEVELOPMENT AGENCY

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**Essex County IDA Meeting  
July 23, 2015 at 10:00 AM  
Champlain Valley Senior Center, Willsboro, NY 12996**

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

**Also Present:** Jody Olcott  
Carol Calabrese

**Absent:** James Bowen

**Open of Meeting**

The meeting was opened by Chairman Darren Darrah at 10:02 AM.

**Public Comment**

No Comment

**Approval of Minutes**

1. June 18, 2015 Meeting Minutes

**Motion #2015-38:** A motion to approve the June 18, 2015 Meeting Minutes was made by Gerald Morrow and seconded by Jamie Rogers. Darren Darrah abstained. Motion passed.

**Financial Services/Programs**

1. Straight Lease Back Transactions
  - a. Northwoods Inn (North Elba) – Sales tax exemption extended to September 2015.
2. Monthly Loan Report
  - a. Westport Country Club – The business is in bankruptcy. A trustee was assigned and the trustee is not paying any payments or debts. The business is now four months behind. Marketing the business for potential sale continues.
  - b. Normandie Beach Club – The business has filed for bankruptcy. The business is now two months behind.
3. Bodette's Barbeque – Loan closing status – The commitment letter was received and executed. Hoping to close within 30 days.
4. WD's, Newcomb – The business/building burnt in February 2015. The IDA has reached out to the business several times to get an update on the insurance pay off. A certified letter was sent requesting outstanding principal balance.

**Business Park Development**

1. Moriah Business Park

- a. Lot #1 Building – Pre-Tech Plastics has requested a copy of appraisal which will be sent out today. The IDA will need to clean and repair office space vacated by High Peaks Hospice last month.
  - b. Lot #4 Building – AC condensation leak on Monday due to tenant shutting off breaker and turning pump off. There was damage to the sheetrock, repair need to be reevaluated after it is dry. A lease was sent to High Peaks Hospice for signature, effective June 24, 2015.
2. Willsboro Commerce Park
- a. Champlain Valley Milling – Issues with pipe and leaking in line for building and park. A request made to assist Champlain Valley Milling in replacing water line at Lot #1 at Willsboro Park, which is available to park.

**Motion #2015-39:** A motion to not contribute funds to assist Champlain Valley Milling in replacing water line at Lot #1 at Willsboro Park was made Gerald Morrow and seconded by Joseph Kusalonis. Darren Darrah voted no. Motion passed.

### **Business Development Updates**

- 1. Marketing
  - a. National Grid Grant Marketing Program – IDA attended “Doing Business in the US” (textile businesses). Follow up emails sent. IDA staff will be attending business workshop in cooperation with NC Chamber and Congressman Stefanik.
  - b. Internet based marketing monthly update – The IDA has received first inquiry based on blanket emails sent to Canadian businesses.
  - c. External Lead Generation with NYSEDC – Several calls have taken place and are scheduled.
- 2. Grant Administration
  - a. ESD Grant for the NCCC Facility Feasibility Study – ESD has agreed to allow NCCC employee to complete portion of study. ESD grant is up to \$44,000 (44% of total project which was \$10,000). The IDA will need to approve commitment of NCCC funding.
  - b. Adirondack Park Upper Hudson Recreation Hub Grant – 7 businesses, 3 have drawn down all funds. The IDA is hoping to get the rest of the businesses drawn down by the end of the year.
  - c. REDC CFA Community Renewal Fund II – 5 businesses awarded funds, executing agreements. \$35,000 remaining in grant to be used for new start up businesses. By the end of the week all businesses should be ready.

### **CVTEC Mineville Campus**

Carol Calabrese and Matthew Courtright are on the new committee which has been formed to discuss opportunities and training for campus. Coordinating NC businesses to attend meeting to discuss needs and skills required.

### **Financials**

- 1. May & June Financial Reports – no comment
- 2. HUB Micro-Enterprise Grant (Essex & Hamilton County) – the Essex County IDA will be reimbursed by the Nature Conservancy/DEC when all micro funds have been requisitioned by businesses. The IDA is utilizing the Lake Champlain Bridge loan fund to subsidize the micro until reimbursement is received.
- 3. OCR Micro-Enterprise Grant (Ticonderoga, Moriah & Crown Point) - the Essex County IDA will submit eligible requisitions to Essex County. Essex County to be reimbursed by OCR within 30-

45 days of submission. The Essex County IDA will send payments to businesses utilizing the HUD Loan fund account and await reimbursement by Essex County.

**Motion #2015-40** – A motion to utilize the Lake Champlain Bridge loan fund for the HUB micro program until reimbursement by Nature Conservancy and to utilize the HUD loan fund for the OCR micro program until reimbursement by Essex County was made by Jamie Rogers and seconded by Gerald Morrow. All members were in favor.

#### **New Business**

1. July Abstract for Payment

**Motion: 2015-41:** A motion to approve the July Abstract for Payment was made by Jamie Rogers and seconded by Matthew Courtright. All members were in favor.

2. Next Meeting – August 27, 2015 at Adirondack Meat Company at 10:00 AM.

#### **Adjourn Meeting**

**Motion #2015-42:** A motion to adjourn the meeting at 11:00 AM was made by Joseph Kusalonis and seconded by Charles Bryant. All members were in favor.