



ESSEX COUNTY IN THE PARK  
INDUSTRIAL DEVELOPMENT AGENCY

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**Essex County IDA Board Meeting  
June 8, 2017 at 9:00 AM  
7566 Court Street, Elizabethtown, NY**

**Present:** Darren Darrah  
John Boyea  
Jamie Rogers  
James Bowen (arrived at 9:06 AM)  
Gerald Morrow  
Matthew Courtright

**Also Present:** Jody Olcott  
Carol Calabrese  
Jen Briggs

**Absent:** Joseph Kusalonis

**Open of Meeting**

Chairman Darren Darrah opened the meeting at 9:00AM.

**Public Comment**

No Comments

**Approval of Minutes**

1. April 27, 2017 Meeting Minutes

**Motion #2017-44:** A motion to approve the April 27, 2017 meeting minutes was made by Jamie Rogers and seconded by Gerald Morrow. All members were in favor.

**Financial Services/Programs**

1. Monthly Loan Report
  - a. Defaults:
    - Westport Golf & Hospitality (Westport) – Jen Briggs will start note cum action.
    - Normandie Beach Club (Westport) – The IDA has unsecured position because of personal bankruptcy. There is no way the IDA can recoup money. IDA will no longer report on this default.
  - b. Witherbee Carriage House (Schroon Lake) – A letter was distributed to the Board from business noting current business operations. Since previous meeting IDA has received loan payments and business is current on loan.
  - c. Adirondack Meat Company (Ticonderoga) – The business is now 2 months behind and late payment notice was sent to owners. The status of the business is very poor and business is considering various options with all funding sources. Key man life insurance will become due at end of quarter and business does not funds to pay insurance. The business is listed for sale on Weichert Realtors. The business will reach out to IDA shortly to discuss options.
2. Bond Projects

- a. Champlain Valley Milling (Willsboro) – Bond financing closed on May 16, 2017. Will touch base to inquire when move from Westport will be.
- b. CRC Projects: Adirondack Health Center (North Elba) – The IDA reached out to inquire and the company indicated they will be moving ahead at the end of the month.

### Business Park Development

1. Moriah Business Park
  - a. Lot #1 Building (Pre-Tech Plastics) – IDA maintenance contractor receiving price on replacing back doors on the building.
  - b. Lot #4 Building (High Peaks) – No issues to report
  - c. Lots #3 & #5 (Whistlepig) – Building 1 certificate of occupancy received and whiskey barrels from Canada have been arriving daily. Building 2 is underway but the weather is delaying progress.
  - d. Infrastructure Extension Project - Bids received May 26, 2017 and summary was distributed to the Board. IDA and AES Northeast reviewing bids and discussing options for base bid (awaiting discussion with County on paving) and also alternate #1 options (CV-TEC work in September).
2. Ticonderoga Commerce Park – No Update
3. Chesterfield Commerce Park – Purchaser forming new LLC for purchase of land.
4. Willsboro Commerce Park – No Update

### Business Development Updates

1. Marketing
  - a. Internet Based Marketing Monthly Report – No Comment
  - b. Doing Business in the US Seminar – Attended the first meeting of 2017 last month. Approximately 6 businesses in attendance. IDA will send correspondence to all.
2. Grant Administration
  - a. ADK HUB Micro-Enterprise Grant Round 2 – Processing requisitions weekly. All recipients have executed agreements and all info received.

### Financials

1. April 2017 Financial Statements – No Comments

### New Business

1. June Abstract for Payment

**Motion #2017-45:** A motion to approve the June Abstract for Payment was made by Jamie Rogers and seconded by Darren Darrah. All members were in favor.

2. Next Meeting – July 27, 2017 at 9:00 AM.

### Adjourn

**Motion #2017-46:** A motion to adjourn the meeting at 10:22AM was made by Darren Darrah and seconded by Matthew Courtright. All members were in favor.