

2. Request a list of State-certified M/WBEs from the contracting State agency- and solicit bids from them directly.
3. Ensure that plans, specifications, request for proposals and other documents used to secure bids will be made available in sufficient time for review by prospective M/WBEs.
4. Where feasible, divide the work into smaller portions to enhanced participations by M/WBEs and encourage the formation of joint venture and other partnerships among M/WBE contractors to enhance their participation.
5. Document and maintain records of bid solicitation, including those to M/WBEs and the results thereof. The IDA will also maintain records of actions that its subcontractors have taken toward meeting M/WBE contract participation goals.
6. Ensure that progress payments to M/WBEs are made on a timely basis so that undue financial hardship is avoided, and that bonding and other credit requirements are waived or appropriate alternatives developed to encourage M/WBE participation.

FURTHER RESOLVED, that Jody Olcott, Co-Director & CFO is appointed Compliance Officer, to be responsible for insuring adherence to all contract participation goals as set forth by the contracting State Agency; and THEREFORE, BE IT RESOLVED, that, periodically, the Compliance Officer shall report on organizational compliance, as deemed appropriate, to the Board of Directors; and BE IT RESOLVED, that the members of the Board of the IDA are, and each acting alone is, hereby authorized and directed to take such further action as may be necessary, appropriate or advisable to implement this Resolution and any such prior actions are hereby ratified; and certify that the IDA is comprised of 7 members, of whom 4, constituting a quorum, were present at the meeting, duly and regularly called, noticed, convened and held this 13th day of May, 2019, and that the foregoing Resolution was duly and that said Resolution has been duly recorded in the Minute Book and in in full force and effect was made by Gerald Morrow and seconded by James Monty. All members were in favor.

Big Slide Brewery

Essex County IDA Board reviewed restructure request at their special meeting on May 6, 2019 and resolution #2019-27 was approved noting the new terms and amortization schedule. Champlain National Bank (primary lender) has since contacted the IDA and wants to confirm that the Essex County IDA approval of the new restructure notes that the new debt of \$225,000 will be added as a first position lien by the bank.

Motion #2019-31: A motion to amend previous Motion #2019-27 which stated deferral of April, May and June payments with interest only payments for July – December 2019, an extension from 10 years amortization to 20 years with 10 year balloon payment and to maintain the subordinate position when Champlain National Bank adds the additional \$225,000 of new money and combine the first mortgages on both properties was made by Gerald Morrow and seconded by Jamie Rogers. All members were in favor.

Motion #2019-32: A motion to adjourn the meeting at 1:10PM was made by James Monty and seconded by Gerald Morrow. All members were in favor.