



ESSEX COUNTY IN THE PARK
INDUSTRIAL DEVELOPMENT AGENCY

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Essex County IDA Board Meeting
May 29, 2019 at 9:00AM
7566 Court Street, Elizabethtown, NY

Present: Jamie Rogers
James Bowen (via conference call until 9:15 AM)
Gerald Morrow
Matthew Courtright
James Monty

Also Present: Jody Olcott
Carol Calabrese
Jen Briggs

Absent: Darren Darrah
John Boyea

Open of Meeting

The meeting was opened by Secretary/Treasurer Jamie Rogers at 9:01AM.

Public Comment

No Comment

Approval of Minutes

1. April 30, 2019 Meeting Minutes
2. May 6, 2019 Special Meeting Minutes
3. May 13, 2019 Special Meeting Minutes

Motion #2019-33: A motion to approve the April 30, 2019 meeting minutes was made by James Bowen and seconded by James Monty. All members were in favor.

Motion #2019-34: A motion to approve the May 6, 2019 special meeting minutes was made by Gerald Morrow and seconded by Jamie Rogers. All members were in favor.

Motion #2019-35: A motion to approve the May 13, 2019 special meeting minutes was made by James Monty and seconded by Jamie Rogers. All members were in favor.

Financial Services/Programs

1. Monthly Loan Report – May 28, 2019 report distributed to Board. All loans are current. Jen Briggs provided the new Mortgage and Loan Modification Agreement for Big Slide Brewery as approved at previous meetings for signature.
2. Loan Defaults Updates:
 - a. Westport Golf & Hospitality (Westport) – No update
 - b. Adirondack Meat Company (Ticonderoga) – No Update
3. Straight Lease Back Transactions:

- a. Northwoods Inn (North Elba) – Business looking to close sales tax exemption within next 2 weeks.
- b. Saranac Lake Resort (North Elba) – No update

Business Development

1. Moriah Business Park
 - a. Lot #4 Building (High Peaks Hospice) – New landscaping contractor hired for mowing of lot #4 and front area. IDA to maintain front entrance flower bed. No issues to report on building for this month.
 - b. Lot #3, #5 & #6 (Whistlepig) – Met with Shoreham and Mineville personnel last week to discuss operations. At this time additional employees have been hired and are hand bottling now at Mineville facility, waiting automated line completion. Building #7 is on order and will be erected in July 2019 on lot #6. Whistlepig and IDA have been working with AES Northeast on the APA amendment request and final stormwater calculations were sent last week and awaiting review by APA engineers.
 - c. Future Park Property – IDA met with adjoining landowner and are awaiting price per acre for potential park expansion. IDA and landowner discussed purchasing approximately 5 acres with right of first refusal for additional land.

Business Development Updates

1. Marketing:
 - a. Internet Based Marketing Monthly Report – No Comment
 - b. Grant Administration/Adirondack Quad Arts Grant – Lake Flower Landing have begun hosting events. The IDA has received grant contract and funds \$3,343. The IDA will pay expenses directly to vendors and track in-kind match.
 - c. Smart Growth Grant Program Application – IDA awaiting initial approval from funding source to submit final documents for the proposed Town of Ticonderoga, Main Street Revitalization Microenterprise Grant Program for \$100,000.
2. Other:
 - a. International Paper Workforce Development Committee – Hoping to schedule regional school meeting in September 2019.
 - b. Center for Businesses in Transition (CBIT) – Met with all parties at the Adirondack Park Agency last week and will be developing a list of tasks to be completed this summer.
 - c. Essex County Workforce Committee – IDA is working with County officials on employee recruitment. A meeting is set for June 10, 2019 meeting with the County, schools and colleges to discuss recruitment and training needs. County to begin using social media more to promote immediate openings.

Financials

1. April Financial Statements – No Comments
2. NYS Senate Compliance Audit – The IDA received information request from NYS Senate and Investigations and Government Operations Committee (Senator James Skoufis). IDA reached out to the NYS Economic Development Council (NYSEDC) who represents all IDAs and was told that many IDAs received information request. NYSEDC discussed response last week at their annual meeting and are working on guidance document. The IDA has drafted response and foresees no issues and plans to send response next week.

New Business

1. 2018 Employee Reviews – Postpone until Chairman Darrah can discuss with Board.
2. May Abstract for Payment

Motion #2019-36: A motion to approve the May Abstract for Payment was made by Jamie Rogers and seconded by Gerald Morrow. All members were in favor.

3. Next Meeting – July 18, 2019 at 10:00AM in Lake Placid at Adirondack Medical Center.

Adjourn Meeting

Motion #2019-37: A motion to adjourn the meeting at 9:53 AM was made by Jamie Rogers and seconded by Matthew Courtright. All members were in favor.