



ESSEX COUNTY IN THE PARK
INDUSTRIAL DEVELOPMENT AGENCY

7566 Court Street . P.O. Box 217 . Elizabethtown, NY 12932
(518) 873-9114 . Fax (518) 873-2011 . E-mail: info@essexcountyida.com
Web Site: www.essexcountyida.com

**Essex County IDA Board Meeting
October 30, 2014 at 9:00AM
7566 Court Street, Elizabethtown, New York**

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

Also Present: Jody Olcott
Carol Calabrese
Jen Briggs

Open of Meeting

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

Public Comment

No Comment

Approval of Minutes

1. September 10, 2014 meeting minutes

Motion #2014-72: A motion to approve the September 10, 2014 meeting minutes was made by Gerald Morrow and seconded by Joseph Kusalonis. All members were in favor.

Financial Services/Programs

1. Straight Lease Back Transactions
 - a. Northwoods Inn (North Elba) – Closing is scheduled for October 31, 2014
2. Monthly Loan Report
 - a. Aleeze Enterprises (North Hudson) – Loan closing was held on October 22, 2014
 - b. Essex Pallet & Pellet (Chesterfield) – A letter of October 14, 2014 from business was distributed to the board requesting 6 months of interest only payments. At the current time 8/5 through 10/5 payments are due.

Motion #2014-73: A motion to approve outstanding interest for August – November \$1,848.67 due upon receipt of the letter then interest only payments until March 2015 was made by Gerald Morrow and seconded by Matthew Courtright. All members were in favor.

- c. Adirondack Meat Company (Ticonderoga) – A letter of October 23, 2014 from business was distributed to board requesting interest only payments from August to present approximately \$1,000 then \$1,500 from 4/2015 to 11/2015.

Motion #2014-74: A motion to approve payment of \$1,500 (8/27 – 10/27 interest due) upon receipt of letter, then interest only payment of \$1,034.52 for November-April, \$1,500 from May 2015 – November 2015 was made by James Bowen and seconded by Jamie Rogers. All members were in favor.

- d. S & W Ticonderoga (Best Western) – Closing documents circulated. The closing is scheduled before November 19, 2014.
- e. Adirondack Specialty Foods (Chesterfield) – The business is requesting payments of \$250 until credit is restored. January 14, 2014 IDA resolution states the full payment is due by October 1, 2014.

Motion #2014-75: A motion to approve filing Affidavit at County Clerk's Office was made by Gerald Morrow and seconded by Joseph Kusalonis. All members were in favor.

- f. Westport Golf & Restaurant – IDA has been notified by business that business has been purchased and IDA is expecting full payment on both loans on October 31, 2014 with legal fees.
- g. Champlain Valley Senior Center (Willsboro) – A letter of October 1, 2014 from business was distributed to the Board requesting interest only payments for 3 months (November – January).

Motion #2014-76: A motion to approve interest only payments from November through January was made by Gerald Morrow and seconded by Jamie Rogers. James Bowen abstained. Motion passes.

Business Park Development

1. Moriah Business Park
 - a. Lot #4 Building Status – Town of Moriah installed 8" water line extension and 1" copper service to building. IDA will reimburse for materials and sand. Board would like the electric service to be regulated by two (2) meters (High Peaks Hospice and vacant space). AES Northeast is drafting two (2) bid packages for spring: sewer line and grinder pump installation and paving of parking lot and driveway which will include placement of fabric and item 4. The IDA has contracted for outside grading with Adirondack Concrete and will also be discussing sidewalks, curbing and sono tubes for parking lot lighting. The IDA has contacted with a local contractor to pressure test the new water line for the town.
 - b. Solar Proposal – The IDA is working with a consultant on review of existing usage and evaluation of spec. building roof.

Business Development Updates

1. Marketing
 - a. National Grid Grant Marketing Program – The IDA is working on the ad for the Doing Business in the US: A Practical How to Guide for Canadian Business advertisement with the Essex County Visitors Bureau. Carol attended a red carpet meeting at the North Country Chamber last week.
 - b. Internet based marketing monthly update – no comments
 - c. Draft Press Release – Matthew Courtright noted the changes the Board suggested at the last meeting and stated he thinks 3 pages to summarize 2013 projects and 2014 is needed. The need to focus on a variety of projects throughout the County. The IDA will be meeting with newspapers when appropriate.
 - d. Website Update – Darren Darrah is working on updates
 - e. Start Up NY – Carol Calabrese and Matthew Courtright have been appointed to North Country Community College (NCCC) steering committee to review plan.
2. Grant Administration
 - a. NCCC Facility Feasibility Study – ESD has granted extension until January 2, 2015. RFP's from consultants were due by October 17, 2014, no proposals were received. NCCC will be meeting with potential consultants who can pass the 20% WMBE threshold.

- b. Adirondack Park Upper Hudson Recreation Hub Grant – No Update
- c. REDC CFA Community Renewal Fund II – No Update
- d. Crown Point Water Project – IDA mailed approximately 500 income surveys. First public meeting was held with an additional meeting on November 19, 2014 scheduled. IDA hoping to conclude income survey by end of 2014.
- e. Ticonderoga Storm Water & Sewer Project – Reviewing 2 proposed projects to look at any economic impact and potential funding opportunities.
- f. Ticonderoga Municipal Airport – A committee has been resurrected and new projects and safety upgrades are being reviewed.

Financials

- 1. August & September Financial Reports – No Comments

New Business

- 1. 2015 Budget Request – No comments were received from County
- 2. October Abstract for Payment

Motion #2014-77: A motion to approve the October Abstract for Payment was made by Joseph Kusalonis and seconded by Darren Darrah. All members were in favor.

- 3. Next Meeting Date – November 20, 2014 at 9:00AM

Adjourn

Motion #2014-78: A motion to adjourn the meeting at 10:20AM was made by Joseph Kusalonis and seconded by Jamie Rogers. All members were in favor.