



ESSEX COUNTY IN THE PARK
INDUSTRIAL DEVELOPMENT AGENCY

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**Essex County IDA Board Meeting
February 25, 2021 at 9:00AM
7566 Court Street, Elizabethtown, NY**

Present: Darren Darrah
Jamie Rogers (Via video conference)
Roy Holzer (via video conference)
Matthew Courtright (via video conference)
James Monty (via video conference)

Also Present: Jody Olcott
Carol Calabrese

Absent: John Boyea
James Bowen

Open of Meeting

Chairman Darren Darrah opened the meeting at 9:00AM

Approval of Minutes

1. November 10, 2020 Meeting Minutes
2. November 19, 2020 Special Meeting Minutes
3. December 28, 2020 Special Meeting Minutes
4. January 26, 2021 Meeting Minutes

Minutes will be approved at next meeting.

Financial Services/Program

1. Monthly Loan Report – Report was distributed to Board. All loans are current.
2. Straight Lease Back Transactions
 - a. Saranac Lake Resort (Saranac Lake) – IDA received sales tax exemption extension request and is reviewing purchases to be made in 2021.
 - b. Dual Development (North Elba) – No update
3. COVID-19 Emergency Loan Update – all loans are current and reported on monthly loan report
4. H. Sicherman & Co. Inc. 2021 Contract

Motion #2021-5: A motion to approve the H. Sicherman & Co. Inc 2021 contract was made by Jamie Rogers and seconded by Darren Darrah. All members were in favor.

Business Park Development

1. Moriah Business Park
 - a. Lot #4 Building (High Peaks Hospice) – No issues to report
 - b. Lots #3, #5, #6 & #8 (Whistlepig) – No issues to report

- c. New Property Expansion – No report. The IDA is waiting for Whistlepig team to review the proposed property expansion and provide comments.

Business Development Updates

1. Marketing/Internet Based Marketing Monthly Report – Report was distributed to Board. Carol noted that it is Day 2 of CBIT (Center for Businesses in Transition) workshop and there are approx. 168 participants. The IDA and Ti Chamber are presenting on all days.
2. Grant Administration
 - a. Ti Microenterprise Grant Program (DEC Smart Growth) – Businesses have until February 28, 2021 to draw down funds.
 - b. USDA Rural Development Grant – IDA staff continues to market the program in weekly newsletter. To date there has been approximately 60 inquiries.

Financials

1. December 2020 & January 2021 Financial Statements – No comments

New Business

1. North Elba/LEAF Grant Application – The IDA submitted a grant application for \$300,000 of which up to \$30,000 will be for admin/delivery.
2. 2020 Financial Audit Update – Jody working with Boulrice & Woods to complete the required audit by deadline of March 31st. This years audit will be conducted remotely and materials shared.
3. Hamilton County 2021 Contract

Motion #2021-6: A motion to approve the Hamilton County 2021 contract not to exceed \$10,000 at \$50 per hour was made by Darren Darrah and seconded by Jamie Rogers. All members were in favor.

4. February Abstract for Payment

Motion #2021-7: A motion to approve the February Abstract for Payment was made by Matthew Courtright and seconded by Roy Holzer. All members were in favor.

5. Next Meeting – March 25, 2021 at 10:00 AM. This meeting will be a review of 2020 activities as well as policies and 2020 audit.

Adjourn Meeting

Motion #2021-8: A motion to adjourn the meeting at 9:36AM was made by Roy Holzer and seconded by Jamie Rogers. All members were in favor.